



**Southern Lehigh School District  
Facilities Committee Meeting Minutes  
Tuesday, April 2, 2024**

**Southern Lehigh School District  
Facilities Committee Meeting  
Tuesday, April 2, 2024  
Liberty Bell Elementary School Library  
960 West Oxford Street  
Coopersburg, PA 18036  
5:00 p.m.**

**Facilities Committee Minutes Tuesday, April 2, 2024 pending approval.**

**1. OPENING PROCEDURES**

- a. Call to Order
  - i. Meeting was called to order at 5:07 pm
- b. Recording of Attendance
  - i. Present: Eric Boyer (remote by phone), Candi Kruse, Stephen Maund, Michael Mahon, Michael Rohrbach, Louis Pepe
- c. Others Present: Deanna Webb

**2. APPROVAL OF MEETING MINUTES**

- a. Approval of Facilities Committee meeting minutes:
  - i. [February 6, 2024 Facilities Committee Meeting Minutes](#)
    - 1. The meeting minutes of February 6, 2024 were approved by Candi Kruse and seconded by Stephen Maund.

**3. ACTION NEEDED - Electricity Purchasing Beyond June 2025**

Discussion occurred regarding the electric bid timeline. The following key items were noted: Provident Energy will be handling the bid and schedule on our behalf as part of a consortium. Distribution vs generation discussed noting that Provident will be bidding both and length will be suggested by Provident. Discussion concluded with how this affects the budget.

- i. Electric Bid Timeline:
  - 1. May 7: Initial Pricing Returned
  - 2. May 13: Final Pricing and Recommendation
  - 3. May 14th/15th: Contracts Signed and Returned



The following was noted regarding the LVCPC-Gas/Diesel Bid 2024: Krise transportation and maintenance are the users, delivery included.

- ii. LVCPC - Gas/Diesel Bid 2024
  - 1. Bid Review, Analysis and Recommendations prepared by Patrick J. Leavey, CPPB, Procurement Manager, County of Lehigh

Field Maintenance topics were discussed and will be on the next voting board agenda.

- iii. Field Maintenance:
  - 1. Groomer - SKU GG920SDE - \$6,949.97 (Co-Stars)
  - 2. SKU LITTERKAT - \$8,885 plus shipping \$586.79 (Co-Stars)

Updates regarding the HS HVAC Project were provided.

- iv. Update on HS HVAC Project
  - 1. Staging Areas (1&2)
  - 2. Project Schedule (phases)
  - 3. Equipment and Storage of RTU and Chillers
  - 4. Preparations for Summer Work June 7th - Shutdown AC until August 23rd (First day of school - August 26th)
    - a. Fans for gyms
    - b. Contingency Floor Care Plan (buffing only)

#### **4. HS LIBRARY RENOVATION PROJECT-UPDATE**

Discussion occurred regarding the HS Library Renovation Project expressing the following: what the process will be moving forward, steering committee to define scope, once scope is defined RFP (request for proposals)/RFQ (request for quote) for architect firms would be next step. Next board voting meeting authorization to issue RFP (request for proposals) and verbal report will be provided at the next meeting.

#### **5. ADJOURNMENT**

- a. Adjourn
  - i. Meeting was adjourned at 6:07 pm

#### **6. EXECUTIVE SESSION**

- a. An executive session was held after adjournment.

*Notes taken by Michael Rohrbach, transcription of notes by Anne Marie Lobley, Executive Administrative Assistant to the Superintendent and Board Recorder.*