

Facilities Committee Meeting
Central office
March 19, 2014 / 4:00pm
Minutes

I. OPENING PROCEDURES

A. Time- *Call to Order*

B. Attendance - C. Gunkle, J. Lindsay, B. Merkle, K. Parsons, J. Melber, T. Bergey,
N. Davidson, S. Knoll, P. Peti (Express Times)

II. APPROVAL OF MINUTES OF January 15, 2014

III. PRESENTATIONS / REPORTS

IV. CURRENT BUSINESS

- **Energy Conservation Project: CM3** All is moving smoothly.

Completed work:

- High School: Boiler, water heaters, building envelope, and phone room AC
- Liberty Bell: possible change order to add water heaters to other work

In process work:

- Middle School: Chillers
- Tech rooms: Emergency power
- District: Lighting & controls

Pending work:

- Commissioning & balancing

Under review:

- Site lighting – replacement lighting does not match what was there originally, LED lights are not flooding the area as before –
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- **Middle School Security Cameras:**

Recommendation from the Security Task Force to place cameras on the perimeter of the building.

- Pricing was received from the Wire Guys / \$33,844.00
- The same type of cameras were placed at the High School, - Avigilon- they are excellent.
- They will be purchased through a state contract, but we have requested another price from CM3
- Committee will receive a recommendation in April for these cameras.

- **Lower Milford Roof:**

Bidding was placed on hold due to the bad weather this weekend – contractors could not go on the roof to look at the project.

Plan to open process later this week

We recommend to proceed with roof project even though the school will be closed in the future. If roof is not replace, leaks will not be detected in a timely manner since no one will we assigned to that location.

- **High School Insurance Claim:**

Two hot water coils broke in room 113 @ the High School, we believe they broke due to the fast temperature change on February 28th.

The claim total from Liberty Mutual stands at approximately \$25,000 – currently.

Computers and furniture is still being evaluated and reviewed.

The room itself is complete and can be occupied, except for the casework and doors.

- **Facilities Liability:**

Requirements for outside organizations and/or contractors to do work on school property:

Contractors

- Certificate of insurance & performance bonds

- Act 34, 151 & 114

Students, employees, athletes

- Site manager or administrator should be on premises

Groups need to be reminded that anything that is being done on school property needs to follow the applicable township's building codes, good intentions could quickly turn into major problems for the District. If district approval has not been received, work could be considered as trespassing and police will be called to scene.

- **Roofs under snow load:**

Approximately 20 cracks in the walls at Middle School were the result of snow load. The roof is designed to withstand 20 lbs/sq ft, the roof load ranged from 16 -26 lbs. If the average load reaches 30 lbs, it will be a concern. There is a design issue with this roof. The cracks inside of the building will close as the snow melts.

- **Hopewell: Plan to proceed recommendation**

We recommend that a Request for Proposal (RFP) be developed for a Construction Manager. The District will identify 3 qualified companies to send the RFP to. When the Construction Manager is selected, they will help set up the geotech study, traffic study and other preliminary tasks that are required. They will also help in selecting the architect. The selected Construction Managers will present to the Facility Committee. Dates yet to be determined.

VI. VISITORS' COMMENTS

VII. ADJOURNMENT