

PHYSICAL PLANTS AND FACILITIES COMMITTEE
MINUTES OF JUNE 25, 2012
WARREN COUNTY CAREER CENTER, LARGE CONFERENCE ROOM

COMMITTEE MEMBERS PRESENT:

Ms. Donna Zariczny, Committee Chairperson
Ms. Mary Anne Paris, Committee Member

Mr. Tom Knapp, Committee Member
Dr. Norbert Kennerknecht, Director of
Buildings and Grounds Services

COMMITTEE MEMBERS ABSENT:

None

OTHERS PRESENT:

Mr. Arthur Stewart, Board President
Ms. Nancy McDanel, Board Member
Mr. Paul Yourchisin, Board Member
Mr. Matthew Ernisse, Student Rep.
Mr. Brandon Hufnagel, Superintendent
Ms. Amanda Hetrick, Director
Mr. Jim Miller, Administrator
Mr. Mike Kiehl, Administrator
Ms. Melissa McLean, Recording Secretary
Mr. Josh Cotton, *Times Observer*

Mr. Jack Werner, Board Member
Mr. John Grant, Board Member
Mr. Michael Zamborik, Board Member
Mr. Jacob Gorton, Student Rep.
Ms. Diane Martin, Director
Ms. Amy Stewart, Director
Mr. Paul Leach, Administrator
Ms. Ruth Nelson, Principal
Mr. Ben Klein, *Times Observer*
Members of the Public

1. Opening Activities

1.1 Call to Order

Meeting called to order at 7:26 p.m. by Committee Chairperson Donna Zariczny.

1.2 Public Comment

Kim Angove addressed the PPF Committee regarding her attendance at the Educational Specifications meetings for the EMHS and SAMHS Elementary Addition projects.

2. Old Business

None

3. New Business

3.1 Approval of EMHS Elementary Addition Educational Specifications (WCSD #1203)

Discussion:

A draft of the Educational Specifications was recently received by Thomas & Willimason, the Ed. Spec consultants and authors. Similar to past projects, the Ed. Specs. will need to be adjusted to be brought into alignment with the Master Facilities Plan and the budgets for the projects.

The Pennsylvania Department of Education will permit the WCSD to combine the PlanCon documents and the bidding of this project with the EMHS Renovations project (WCSD #1002).

Action:

Forward motion / agenda item to next Board meeting.

Motion:

That the Board of School Directors approves the Educational Specifications for the project known as the Eisenhower Middle/Senior High School Elementary Addition (WCSD #1203), as submitted by Thomas & Williamson and dated June 2012, with the exception of the items listed in Exhibit A.

3.2 Approval of Sheffield Area Middle/High School Elementary Addition Educational Specifications (WCSD #1204)

Discussion:

A draft of the Educational Specifications was recently received by Thomas & Willimason, the Ed. Spec consultants and authors. Similar to past projects, the Ed. Specs. will need to be adjusted to be brought into alignment with the Master Facilities Plan and the budgets for the projects.

Action:

Forward motion / agenda item to next Board meeting.

Motion:

That the Board of School Directors approves the Educational Specifications for the project known as the Sheffield Area Middle/High School Elementary Addition Educational Specifications (WCSD #1204), as submitted by Thomas & Williamson and dated June 2012, with the exception of the items listed in Exhibit A.

3.3 PlanCon A for SAMHS Elementary Addition (WCSD #1204)

Discussion:

Submission of PlanCon A is required by the Pennsylvania Department of Education to continue to progress through the planning and construction process.

Action:

Forward motion / agenda item to next Board meeting.

Motion:

That the Board of School Directors approves PlanCon Part A, for the project known as the Sheffield Area Middle/High School Elementary Addition (WCSD Project #1204), for submission to the PA Department of Education. This action certifies that this proposed project is in conformance with the district/CTC's Strategic Plan and its amended Comprehensive Special Education Plan.

3.4 PlanCon B for SAMHS Elementary Addition (WCSD #1204)

Discussion:

Submission of PlanCon B is required by the Pennsylvania Department of Education to continue to progress through the planning and construction process.

Action:

Forward motion / agenda item to next Board meeting.

Motion:

That the Board of School Directors approve PlanCon Part B, Schematic Design Conference, for the project known as the Sheffield Area Middle / High School Elementary Addition (WCSD #1204), for submission to the Pennsylvania Department of Education.

3.5 Authorization for Change Orders for EMHS Renovations (WCSD #1002), EMHS Elementary Addition (WCS D#1203) and SAMHS Elementary Addition (WCSD #1204)

Discussion:

Motion allows for (1) approval of change orders for the stated projects and (2) construction authority for the stated projects. At the Committee's request, the original motion for the BWMS project, approved by the BOD on November 14, 2011, will be modified at the next Board meeting to also read "the Superintendent or his designee."

Action:

Forward motion / agenda item to next Board meeting.

Motion 1:

That the Board of School Directors authorizes the Director of Buildings and Grounds Services to approve all applications for payment and change orders of less than \$10,000, or less than \$18,500 in the event that SB 196 is enacted into law, provided that they are within the budgets for the projects hereinafter listed. Furthermore, the Board of School Directors authorizes the Superintendent or his designee to make decisions to accept or reject work; give direction for repairs, replacements and modifications; and in general to manage the projects and administer the applicable contracts on behalf of the Warren County School District for the projects known as the Eisenhower Middle/High School Renovations (WCSD #1002), the Eisenhower Middle/High School Elementary Addition (WCSD #1203), and the Sheffield Area Middle/High School Elementary Addition (WCSD #1204).

Motion 2:

That the Board of school Directors authorizes the Superintendent or his designee to approve all applications for payment and change orders of less than \$10,000, or less than \$18,500 in the event that SB 196 is enacted into law, provided that they are within the budgets for the projects hereinafter listed. Furthermore, the Board of School Directors authorizes the Superintendent or his designee to make decisions to accept or reject work; give direction for repairs, replacements and modifications; and in general to manage the projects and administer the applicable contracts on behalf of the Warren County School District for the project known as the Beaty-Warren Middle School Renovations (PDE #3639).

3.6 Master Facilities Plan Addendum #2

Discussion:

The Pennsylvania Department of Education (PDE) has modified their PlanCon process, and now requires that prior to the submission of PlanCon A, each facility be analyzed with an EPA/DOE Portfolio Manager Tool and comprehensive (8,760 hour) energy modeling. Prior to the submission of PlanCon A for the SAMHS Elementary Addition project, the Master Facilities Plan will need to be amended to include these completed energy audits.

Action:

Forward motion / agenda item to next Board meeting.

Motion:

That the Board of School Directors approves Addendum #2 for the Master Facilities Plan by including Energy Portfolio Surveys for all of the District's existing buildings per PDE requirements. This information is required for PlanCon A approval for the project known as the Sheffield Elementary Addition project (WCSD Project #1204).

3.7 Act 34 Resolution

Discussion:

Act 34, requires that certain actions be taken when a PlanCon project meets the specific parameters. The accompanying resolution is the first step to fulfilling the Act 34 requirements for the Eisenhower Renovations and Additions project (WCSD Project #1002 & #1203).

Action:

Forward motion / agenda item to next Board meeting.

Motion:

That the Board of School Directors approves the attached Parameters Resolution relative to the Eisenhower Renovations and Additions project (WCSD Project #1002 & #1203).

4. Informational Items

4.1 Project Reports / Timelines

Discussion:

The BWMS Renovations project (WCSD #1103) will bid on July 10, 2012. The date was adjusted to allow for the required review of the project by the City of Warren's code official. PDE requires that the review is completed prior to the opening and awarding of bids.

4.2 Financial Reports

4.3 Utilities Reports

4.4 Work Order Reports

5. Other

6. Closing Activities

6.1 Next Meeting

July 30, 2012; following CIT; at Warren County Career Center.

6.2 Adjournment

Meeting adjourned at 8:04 p.m.