



October 23, 2014

Ms. Ruth A. Huck
Board Secretary
Warren County School District
589 Hospital Drive, Suite A
Warren, PA 16365

RE: PLANCON PART F: CONSTRUCTION DOCUMENTS

***Correction**
(F03 Form update to
delete Russell ES)

PROJECT NO.: 3753
PROJECT BUILDING NAME: Sheffield K-12 School
TYPE WORK: Additions/Alterations
COUNTY: Warren
BOARD ACTION: March 11, 2013

Dear Ms. Huck:

The materials for PlanCon Part F, "Construction Documents," have been reviewed and approved as meeting the requirements of the school laws of Pennsylvania and the policies and regulations of the State Board of Education. This approval authorizes the proper bidding of the project and constitutes approval for entering into contracts.

This approval is based on a limited review of the documents submitted. If information reviewed subsequent to this approval violates law, policy, or procedure, the Department reserves the right to rescind any and all approvals materially affected.

In issuing this approval, the Department of Education relies upon the school board's certification that all necessary approvals from local, regional, and state agencies, including compliance with the Prevailing Wage Act, have been or will be obtained prior to entering into construction contracts.

The school district should be aware that Departmental approval of PlanCon Part F for this project does not guarantee reimbursement for this project. This project will be deemed eligible for reimbursement only upon written approval of PlanCon Part G, "Project Accounting Based on Bids."

Calculation of the temporary reimbursable percent for the project's financing occurs at PlanCon Part H, "Project Financing." Microfilm of the drawings and specifications for all contracts, including phased work, asbestos removal, etc., if applicable, must be submitted with Part H documents. The permanent reimbursable percent is calculated at PlanCon Part J, "Project Accounting Based on Final Costs."

This approval does not relieve the architect or engineer of record from professional or legal responsibility for the project design. Any deviations from the approved final drawings and specifications (construction documents) that result in any change in space allocation or building structure, the health and safety of the pupils, or any changes that require the approval of another agency shall not be initiated until approved by the Department of Education with the submission of PlanCon Part I, "Interim Reporting."

Reimbursement calculations are based on the rated pupil capacity. The full time equivalent and rated pupil capacity for this project building are as follows:

	Full Time Equivalent Capacity			Rated Pupil Capacity
	<u>New</u>	<u>Existing</u>	<u>Total</u>	
* Elementary	254	0	254	356
* Middle/Secondary	0	505	505	561

***Please note the corrections to Pages F03, F11, F12, F13, F14, F18 and F19.**

As this planned project will enhance the school district's overall educational program, the board's request for a variance from the 20 percent rule on replacement costs in paragraph 9 of Basic Education Circular (BEC) 24 P.S. § 7-733, "School Construction Reimbursement Criteria," as outlined in the board resolution dated December 3, 2012, is approved.

***The maximum reimbursable amount for "rough grading to receive the building" is \$12,635 and for "sanitary sewage" is \$101,600.**

Other relevant project statistics, as presented by the school district's architect are:

	<u>New</u>	<u>Existing</u>	<u>Total</u>
Scheduled Area	12,810	69,282	89,092
Architectural Area	20,953	110,319	131,272

Ms. Huck
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October 23, 2014

This document and appended materials should be entered into the minutes of the next board meeting. If you have any questions, please contact James Vogel at 717.787.5993.

Sincerely,

A handwritten signature in cursive script, reading "Jeannine J. Weiser".

Jeannine J. Weiser, Chief
Division of Budget and School Facilities

Attachments

cc: Hallgren, Restifo, Loop & Coughlin Architects
Project File - 3753
Log

PART F: CONSTRUCTION DOCUMENTS
BOARD TRANSMITTAL (1 of 2)

DISTRICT/CTC: Warren County COUNTY: Warren
PRJT BLDG NAME: Sheffield K-12 (Revised 10/23/14) PROJECT #: 3753

The architectural firm for this project is: _____

The architect to be contacted if there are any questions about Part F is: _____

Architect's Name and Position Phone Number Fax Number
The architectural firm's address is: _____
The architect's e-mail address is: _____

The district/CTC administrator to be contacted about Part F is: _____

District/CTC Administrator's Name and Position Phone Number Fax Number
The SD/CTC administrator's e-mail address is: _____

This certifies that the attached materials were approved for submission to the Pennsylvania Department of Education by board action. This also certifies that the architect has been directed to insure that all plans related to this project conform to generally accepted codes or guidelines as set forth in Section 349.16 of the Department of Education Standards.

BOARD ACTION DATE: _____

VOTING: AYE _____ NAY _____ ABSTENTIONS _____ ABSENT _____

Signature, Board Secretary Board Secretary's Name, Printed or Typed

District/CTC Address Date

UPDATED FORMS AND RELATED INFORMATION

ALL PRJTS	PAGE #	
_____	F03	Enrollment Projections by Grade level
_____	F04-F05	Elementary Room Schedule for Project Building
_____	F06-F08	Middle/Secondary Room Schedule for Project Building
_____	F09	Central District Administration Office
_____	F10	Vocational Room Schedule for Project Building
_____	F11	Room Schedule Adjustments
_____	F12	Project Full Time Equivalents
_____	F13	Comparative Design Analysis
_____	F14	Full Time Equivalents Converted to Rated Pupil Capacity
_____	F15	Certificate of Ownership (if applicable)
_____	F16	Project Building Characteristics
_____	F17	Construction Specification Requirements
_____	F18	Rough Grading to Receive the Building
_____	F19	Sanitary Sewage Disposal
_____	F20	Certification in Lieu of Agency Approvals, Permits & Service Availability Letters
_____		Letter or Equivalent Written Certification from Municipality of Project's Conformance with Applicable Comprehensive Plan and Zoning Ordinances (if applicable)
_____		Letter or Equivalent Written Certification from County Planning Agency of Project's Conformance with Applicable Comprehensive Plan and Zoning Ordinances (if applicable)
_____		A Separate Floor Plan Drawing Identifying Spaces Listed on Room Schedule with Calculated Area Noted Therein and Perimeter of Each Scheduled Area Clearly Marked in a Contrasting Color
_____		Board Response to Part E, Design Development, Comments From PDE's Architect Requiring Board Response (if applicable)
_____		EPA/DOE Target Finder "Statement of Energy Design Intent"

(CONTINUED ON THE NEXT PAGE)

ROOM SCHEDULE ADJUSTMENTS											
District/CTC: Warren County				Project Name: Sheffield K-12 (Revised 10/23/14)						Grades: K - 12	
		PROJECT PLANNED SPACES - SCHEDULED AREA ONLY									
		EXISTING				NEW				TOTAL	
#1	#2	#3	#4	#5	#6	#7	#8	#9	#10	#11	#12
NAME OF SPACE	UNIT FTE CAP	UNIT AREA SQ FT	NUMBER OF UNITS	TOTAL AREA SQ FT	TOTAL FTE CAP	UNIT AREA SQ FT	NUMBER OF UNITS	TOTAL AREA SQ FT	TOTAL FTE CAP	TOTAL AREA SQ FT	TOTAL FTE CAP
ELEMENTARY	XXX	XXXXX	XXXXX	XXXXX	XXXX	XXXXX	XXXXX	XXXXX	XXXX	XXXXXX	XXXXXX
PROJECT ELEM CAP	XXX	XXXXX	XXXXX	20,640		XXXXX	XXXXX	11,845	300	32,485	300
KINDERGARTEN DEDUCT FOR HALF-TIME PRGM	-25	XXXXXX XXXXXX		XXXXXX XXXXXX		XXXXXX XXXXXX		XXXXXX XXXXXX		XXXXXXXX XXXXXXXX	
ADJUSTED ELEM CAP	XXX	XXXXXX	XXXXXX	XXXXXX		XXXXXX	XXXXXX	XXXXXX	300	XXXXXXXX	300
ENR/CAP ADJ FACTOR	XXX	XXXXXX	XXXXXX	XXXXXX	0.8456	XXXXXX	XXXXXX	XXXXXX	0.8456	XXXXXXXX	0.8456
JUSTIFIED ELEM	XXX	XXXXXX	XXXXXX	XXXXXX		XXXXXX	XXXXXX	XXXXXX	254	XXXXXXXX	254
REG PRE-SCHOOL 660+ *	25										
SP ED PRE-SCHOOL 660+	25										
SP ED 660+ SQ FT	25										
SP ED 660+ SQ FT	25										
SP ED 660+ SQ FT	25										
SP ED 660+ SQ FT	25										
SP ED 660+ SQ FT	25										
SP ED 660+ SQ FT	25										
SP ED 660+ SQ FT	25										
SP ED RESOURCE ROOM > 400 SQ FT	**										(MAX=25)
SP ED RESOURCE ROOM > 400 SQ FT	XXX XXX				XXXX XXXX				XXXX XXXX		XXXXXX XXXXXX
SP ED < 401 SQ FT	XXX				XXXX	355	1.0	355	XXXX	355	XXXXXX
SP ED < 401 SQ FT	XXX				XXXX	305	2.0	610	XXXX	610	XXXXXX
ADJUSTED ELEMENTARY	XXX	XXXXXX	XXXXXX	20,640		XXXXXX	XXXXXX	12,810	254	33,450	254
MIDDLE/SECONDARY	XXX	XXXXXX	XXXXXX	XXXXXX	XXXX	XXXXXX	XXXXXX	XXXXXX	XXXX	XXXXXX	XXXXXX
PROJECT MS/SEC UTIL	XXX	XXXXXX	XXXXXX	47,787	568	XXXXXX	XXXXXX			47,787	568
ENR/CAP ADJ FACTOR	XXX	XXXXXX	XXXXXX	XXXXXX	0.8456	XXXXXX	XXXXXX	XXXXXX	0.8456	XXXXXX	0.8456
JUSTIFIED MS/SEC	XXX	XXXXXX	XXXXXX	XXXXXX	480	XXXXXX	XXXXXX	XXXXXX		XXXXXX	480
SP ED 660+ SQ FT	25										
SP ED 660+ SQ FT	25										
SP ED 660+ SQ FT	25										
SP ED 660+ SQ FT	25	855	1.0	855	25					855	25
SP ED 660+ SQ FT	25										
SP ED 660+ SQ FT	25										
SP ED 660+ SQ FT	25										
SP ED RESOURCE ROOM > 400 SQ FT	**										(MAX=25)
SP ED RESOURCE ROOM > 400 SQ FT	XXX XXX				XXXX XXXX				XXXX XXXX		XXXXXX XXXXXX
SP ED < 401 SQ FT	XXX				XXXX				XXXX		XXXXXX
SP ED < 401 SQ FT	XXX				XXXX				XXXX		XXXXXX
ADJUSTED MS/SEC	XXX	XXXXXX	XXXXXX	48,642	505	XXXXXX	XXXXXX			48,642	505

* Regular and Special Education Pre-School rooms must meet the requirements addressed in the Part A instructions.
Verification that the requirements will be met must be submitted with Part A or Part F.

** Justified Elementary or Middle/Secondary Capacity (Col. 12) divided by 25. The maximum capacity that may be reported in column #12 is 25. See Part A instructions for a more detailed explanation.

PROJECT FULL TIME EQUIVALENTS																																
District/CTC: Warren County				Project Name: Sheffield K-12 (Revised 10/23/14)						Grades: K - 12																						
		PROJECT PLANNED SPACES - SCHEDULED AREA ONLY																														
		EXISTING				NEW				TOTAL																						
#1	#2	#3	#4	#5	#6	#7	#8	#9	#10	#11	#12																					
NAME OF SPACE	UNIT FTE CAP	UNIT AREA SQ FT	NUMBER OF UNITS	TOTAL AREA SQ FT	TOTAL FTE CAP	UNIT AREA SQ FT	NUMBER OF UNITS	TOTAL AREA SQ FT	TOTAL FTE CAP	TOTAL AREA SQ FT	TOTAL FTE CAP																					
ADJUSTED ELEMENTARY	XXX	XXXXX	XXXXX	20,640		XXXXX	XXXXX	12,810	254	33,450	254																					
ADJUSTED MS/SEC	XXX	XXXXX	XXXXX	48,642	505	XXXXX	XXXXX			48,642	505																					
NATATORIUM *		XXXXX	XXXXX			XXXXX	XXXXX																									
NATATORIUM LOCKER					XXXXX				XXXXX		XXXXXX																					
ROOM, DRYING & SHOWER RM - BOYS	XXX XXX	XXXXX XXXXX	XXXXX XXXXX		XXXXX XXXXX	XXXXX XXXXX	XXXXX XXXXX		XXXXX XXXXX		XXXXXX XXXXXX																					
NATATORIUM LOCKER					XXXXX				XXXXX		XXXXXX																					
ROOM, DRYING & SHOWER RM - GIRLS	XXX XXX	XXXXX XXXXX	XXXXX XXXXX		XXXXX XXXXX	XXXXX XXXXX	XXXXX XXXXX		XXXXX XXXXX		XXXXXX XXXXXX																					
DIST ADMIN OFFICE	XXX	XXXXX	XXXXX			XXXXX	XXXXX																									
VOCATIONAL	XXX	XXXXX	XXXXX			XXXXX	XXXXX																									
PRJT BUILDING TOTAL	XXX	XXXXX	XXXXX	69,282	XXXXX	XXXXX	XXXXX	12,810	XXXXX	82,092	XXXXXX																					
* REFER TO THE PART A INSTRUCTIONS TO DETERMINE IF CAPACITY SHOULD BE ASSIGNED.																																
PLANNED ARCHITECTURAL AREA FOR TOTAL BUILDING																																
<p>For the purpose of determining square footage for a construction project in applying for a referendum exception under Special Session Act 1 of 2006, Section 333 (f)(2)(iii)(C), academic secondary square footage includes secondary and vocational architectural area. For academic buildings housing both elementary and secondary grades, assign architectural area for the entire academic building based on the room schedule(s) completed for this project.</p> <p>If a room schedule includes spaces for both elementary and secondary, then the architectural area must be prorated based on the number of elementary and secondary grades. For example, for a middle school housing sixth, seventh and eighth grades, one-third of the architectural area for the entire academic building would be reported as elementary and two-thirds as secondary. For a K-12 building with elementary (K-5) and middle/secondary (6-12) room schedules completed, the architectural area for all of the spaces on the elementary room schedule <u>plus</u> the prorated architectural area for sixth grade included on the middle/secondary room schedule would be reported as elementary.</p> <p>If there any questions, contact the Division of School Facilities for further direction.</p>																																
<p>PLANNED ARCHITECTURAL AREA (NEW <u>PLUS</u> EXISTING)</p> <table style="width:100%;"> <tr> <td style="width:60%;">ELEMENTARY</td> <td style="width:20%; text-align: right;">70,685</td> <td style="width:20%;">sq. ft.</td> </tr> <tr> <td>SECONDARY (INCLUDING VOCATIONAL)</td> <td style="text-align: right;">60,587</td> <td>sq. ft.</td> </tr> <tr> <td>NATATORIUM</td> <td></td> <td>sq. ft.</td> </tr> <tr> <td>DISTRICT ADMINISTRATION OFFICE</td> <td></td> <td>sq. ft.</td> </tr> <tr> <td>DAY CARE/PRE-SCHOOL (NONACADEMIC)</td> <td></td> <td>sq. ft.</td> </tr> <tr> <td>NON-DISTRICT USE (HEALTH CLINIC, PUBLIC LIBRARY, ETC.)</td> <td></td> <td>sq. ft.</td> </tr> <tr> <td>PROJECT BUILDING TOTAL (MUST EQUAL F13, LINE E-3)</td> <td style="text-align: right;">131,272</td> <td>sq. ft.</td> </tr> </table>												ELEMENTARY	70,685	sq. ft.	SECONDARY (INCLUDING VOCATIONAL)	60,587	sq. ft.	NATATORIUM		sq. ft.	DISTRICT ADMINISTRATION OFFICE		sq. ft.	DAY CARE/PRE-SCHOOL (NONACADEMIC)		sq. ft.	NON-DISTRICT USE (HEALTH CLINIC, PUBLIC LIBRARY, ETC.)		sq. ft.	PROJECT BUILDING TOTAL (MUST EQUAL F13, LINE E-3)	131,272	sq. ft.
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COMPARATIVE DESIGN ANALYSIS			
District/CTC: Warren County	Project Name: Sheffield K-12 (Revised 10/23/14)	Grades: K - 12	
SCHEDULED AREA			
A. Planned Scheduled Area - Total	33,450 <small>(F12, ADJ ELEM)</small>	+ 48,642 <small>(F12, ADJ MS/SEC)</small>	= 82,092 sq. ft.
B. Recommended Scheduled Area			
1. Adjusted FTE - Total	254 <small>(F12, ADJ ELEM)</small>	505 <small>(F12, ADJ MS/SEC)</small>	
2. Recommended Square Feet per student	58	78	
3. Recommended Scheduled Area (B-1 times B-2)	14,732	+ 39,390	= 54,122 sq. ft.
C. Difference between Planned and Recommended Scheduled Areas (A minus B-3)			27,970 sq. ft.
D. Difference as a Percent of Recommended Scheduled Area (C divided by B-3 times 100)		PROVIDE JUSTIFICATION	51.68 % <small>(CARRY TO 2 DEC PL)</small>
<p>If Line D is greater than minus 10%, refer to instructions for the Comparative Design Analysis Adjustment calculation on F14 form. If Line D is greater than plus 10%, justification for the excess scheduled area must be provided. Check the following if applicable.</p> <p>_____ LARGER THAN NORMAL SCHEDULED AREAS REQUIRED TO ACCOMMODATE EDUCATIONAL PROGRAMS AND COMMUNITY NEEDS</p> <p>_____ LARGER THAN NORMAL SCHEDULED AREAS DUE TO EXISTING BUILDING CONDITIONS</p> <p>_____ RELATIVELY LOW ENROLLMENT TO CAPACITY ADJUSTMENT FACTOR (F03, Line F)</p> <p>_____ OTHER (DESCRIBE): _____</p>			
ARCHITECTURAL TO SCHEDULED AREA			
E. Planned Architectural Area for Total Building			
1. Existing	110,319 sq. ft.		
2. New/Addition	20,953 sq. ft.		
3. Total	SUBMIT AREA 131,272 sq. ft.		
F. Planned Scheduled Area for Total Building		CALCULATIONS 82,092 sq. ft. <small>(F12, PRJT BLDG TOT)</small>	
G. Planned Architectural Area divided by Planned Scheduled Area (E-3 divided by F)		PROVIDE JUSTIFICATION 1.599 <small>(CARRY TO 3 DEC PL)</small>	
<p>If the above ratio of architectural area to scheduled area for this building is greater than 1.58, justification for excess architectural area must be provided. Check the following if applicable:</p> <p>_____ LARGER THAN NORMAL LOBBIES AND ENTRANCE AREAS</p> <p>_____ SINGLE-LOADED COORIDORS</p> <p>_____ LARGER THAN NORMAL STORAGE AREAS</p> <p>_____ LARGER THAN NORMAL STAIRWAYS</p> <p>_____ OTHER (DESCRIBE): _____</p>			

FULL TIME EQUIVALENTS CONVERTED TO RATED PUPIL CAPACITY																																																																					
District/AVTS: Pottstown SD	Project Name: Barth ES	Grades: K - 5																																																																			
COMPARATIVE DESIGN ANALYSIS ADJUSTMENT - ONLY COMPLETE THIS SECTION IF F13, LINE D IS LESS THAN -10%																																																																					
<div style="display: flex; justify-content: space-between;"> <div style="width: 70%;"> I. DIFFERENCE AS PERCENT OF RECOMMENDED SCHEDULED AREA (only enter F13, line D if value is less than -10%) II. MINIMUM VARIANCE (F13) III. DIFFERENCE </div> <div style="width: 25%; text-align: right;"> -10.00% </div> </div>																																																																					
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SANITARY SEWAGE DISPOSAL

District/CTC: Warren County	Project Name: Sheffield K-12 (Revised 10/23/14)	Project #: 3753
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Briefly describe the work involved in providing the project building with sanitary sewage disposal, defined as a sewage treatment plant or system required by the Pennsylvania Department of Environmental Protection (DEP), or an extension of the sanitary sewer lines from 5 feet outside the project building to connect to a DEP-approved municipal sewage system.

Reimbursement may be requested for: (1.) a sewage system or plant or the waste line extension from the building to connect to a local sewer authority to serve a new school building; or (2.) the modification or replacement of an existing system or plant or on-site line extension, as required by the Pennsylvania Department of Environmental Protection. Only the district's prorated share of the costs to extend a sewer line or to construct a new treatment plant should be requested for reimbursement.

The following is not eligible for reimbursement: (1.) rock excavation; (2.) interior waste disposal lines or excessive exterior lines; (3.) grease, chemical or oil receptors; and (4.) system, plant or line costs for capacity charges beyond this project building's requirements, such as additional capacity for other school buildings or future community capacity needs (costs to be shared by the school district and other current or future property owners are to be prorated).

Provide actual documentation, including the cost in dollars, from the sewer authority to support any claims for tap-in fees or reserve capacity charges.

**COMPLETE THIS SECTION ONLY IF REQUESTING AN EXCEPTION
TO THE MAXIMUM ALLOWANCE FOR SANITARY SEWAGE DISPOSAL**

The maximum allowance for sanitary sewage disposal is limited to the project building's FTE-New unless an exception to use the New and Existing FTE is requested and approved in writing.
Provide a justification if requesting an exception.

MAXIMUM REIMBURSABLE COSTS

A. REQUIREMENTS FOR SANITARY SEWAGE DISPOSAL

CHARGES FOR TAP-IN TO MUNICIPAL SEWER AUTHORITY YES _____ NO _____

RESERVE CAPACITY CHARGES REQUIRED BY LOCAL SEWER AUTHORITY YES _____ NO _____

ON-SITE SEWER LINE EXTENSION

LINEAL FEET - 420 / NUMBER OF MANHOLES - 4

OFF-SITE SEWER LINE EXTENSION

LINEAL FEET - / NUMBER OF MANHOLES -

OTHER: _____

← CHECK

B. MAXIMUM ALLOWABLE COSTS

EXCEPTION REQUESTED: YES _____ NO _____ YES OR NO

1. BUILDING FTE - NEW (F12, Adjusted Elem, Adjusted MS/Sec, Natatorium, Dist Admin Office, or Vocational FTE-NEW unless an exception to use the total FTE is granted) 254

2. REIMBURSEMENT FACTOR \$400

3. MAXIMUM ALLOWABLE COSTS (line B-1 times B-2) \$ 101,600

Vogel, James

From: Vogel, James
Sent: Wednesday, October 22, 2014 3:11 PM
To: kennerknechtn@wcsdpa.org
Subject: Warren County (Russell facility repurposing)(PDE # 2905)

Norbert,

Good afternoon. I'm writing to follow-up on our 7/10/14 meeting concerning the repurposing of the Russell facility.

During our meeting, you provided two Board acted Resolutions confirming that the following uses would utilize the facility in locations noted on the 6/23/14 floor plan prepared by BASCO Associates:

- 1) Effective 6/30/14, the facility would cease to operate as Russell Elementary School
- 2) Effective 7/1/14, the facility would begin to operate as the district administration office and as the location for the district's Learning Enrichment Center

The background to this matter is School Code Section 22 Pa Code 349.28. In this Section, it states "when a school district closes a school building to educational use upon which it is receiving a school construction reimbursement subsidy, said reimbursement shall cease following the amortization payment which next falls due". Please note that a school building would not be considered "closed to educational use" if it can be demonstrated that at least 50% of the facility has been repurposed for PK-12 public school use, PK-12 public charter school use, and/or for district administration office use.

Since at least 50% of the Russell facility has been repurposed for uses meeting the noted criteria, it will not be considered closed to educational use. As such, a reimbursement cessation calculation is not applicable to school construction subsidies still being paid on leases for PDE Project No. 2905.

If there are any questions, please call or e-mail me.

Jim

James E. Vogel | Architectural Consultant
Pennsylvania Department of Education | Bureau of Budget & Fiscal Management
333 Market Street | Harrisburg PA 17126
Phone: 717.787.5993 | Fax: 717.705.6805
www.education.state.pa.us