

**PHYSICAL PLANTS AND FACILITIES COMMITTEE  
MINUTES  
APRIL 27, 2015; FOLLOWING CIT  
CENTRAL ADMINISTRATIVE OFFICES, BOARDROOM**

**COMMITTEE MEMBERS PRESENT:**

Ms. Mary Anne Paris, Committee Member and Acting Chair  
Mr. Tom Knapp, Committee Member Pro Tem  
Mr. John Werner, Committee Member Pro Tem

**COMMITTEE MEMBERS ABSENT:**

Mr. Arthur Stewart, Committee Chair  
Mr. John Anderson, Committee Member  
Dr. Norbert Kennerknecht, Director

**OTHERS PRESENT:**

Ms. Donna Zariczny, Board President  
Mr. Paul Mangione, Board Member  
Ms. Marcy Morgan, Board Member  
Mr. Michael Zamborik, Board Member  
Dr. Bill Clark, Superintendent  
Ms. Amy Stewart, Executive Director  
Mr. Gary Weber, Director  
Mr. Jim Grosch, Director

Ms. Ruth Nelson, Interim Director  
Mr. Rick Gignac, Administrator  
Mr. Brian Collopy, Administrator  
Mr. Mike Kiehl, Administrator  
Ms. Sue Turner, Administrator  
Ms. Melissa McLean, Recording Secretary  
Mr. Josh Cotton, *Times Observer*  
Approx. 15 public

**1. Opening Activities**

**1.1 Call to Order**

Meeting called to order at 6:33 p.m. by Acting Chairperson Ms. Mary Anne Paris. Mr. Tom Knapp and Mr. Jack Werner agreed to act as fill-in committee members for Mr. Arthur Stewart and Mr. John Anderson who were absent.

**1.2 Public Comment**

None

**2. Old Business**

**2.1 Discussion/Update: Vacant Facilities**

Discussion/Updates:  
None

**3. New Business**

**3.1 PlanCon D – PDE Approval for WAHS Renovation Project (WCSD #1301; PDE #3811)**

Discussion/Updates:

PlanCon D approval for the Warren Area High School Renovations was received from the Pennsylvania Department of Education. As per the instructions that accompanied the

approvals, “This document [the approval letter] and any appended materials should be entered into the minutes of the next Board meeting.”

Action:

Forward motion to Board meeting and place under other on agenda.

Motion:

That the Board of School Directors acknowledges the receipt of PlanCon D approval from the Pennsylvania Department of Education for the project known as the Warren Area High School Renovations (PDE #3811, WCSD #1301) and enters them into the minutes.

**3.2 Bid Results and Approvals for the Asbestos Abatement and Demolition for the WAHS Renovations (WCSD #1301.7)**

Discussion/Updates:

The bid opening for the Asbestos Abatement and Demolition contract for the WAHS Renovation project will be held on May 6, 2015.

Action:

Forward motion to Board meeting and place under other on agenda.

Motion:

That contingent upon the Pennsylvania Department of Education's approval of PlanCon Part F and PlanCon Part G for PDE Project #3811, the Board of School Directors approves an Asbestos Abatement and Demolition Contract #1301.7 to \_\_\_\_\_, in the amount of \$\_\_\_\_\_ for the project known as the Warren Area High School Renovations, WCSD #1301, PDE #3811.

**3.3 Approval of PlanCon F, Attachment C, for the WAHS Renovations Phase I - Asbestos Abatement and Demolition (WCSD #1301.7, PDE #3811)**

Discussion/Updates:

PlanCon F, Attachment C is the certification of the bid opening as required by PDE.

Action:

Forward motion to Board meeting and place under other on agenda.

Motion:

The Board certifies that the information provided above accurately describes the actions taken by the school district / CTC prior to contract execution on the above-referenced PlanCon project. Failure to fully disclose any information pertinent to the following may result in the denial of reimbursement for this project: award to the lowest responsible bidder for any prime contract; issuance of permits and approvals by local, state and other governmental agencies; computation of reimbursable capacity, architectural area and scheduled area; and compliance with Act 34 of 1973, the 20 year rule and the 20% Rule of Alteration Costs used in determining the eligibility of building renovations for reimbursement.

**3.4 PlanCon I for Eisenhower Renovations & Additions K-12 (WCSD #1002 & 1203, PDE #3640)**

Discussion/Updates:

PlanCon Part I, Interim Reporting, provides for the reporting of change orders and/or supplemental contracts during construction.

Action:

Forward motion to Board meeting and place under other on agenda.

Motion:

That the Board of School Directors certifies that the attached materials relative to PlanCon Part I for the project known as the Eisenhower Renovations and Additions K-12 (WCSD #1002 & #1203; PDE #3640) were approved for submission to the Pennsylvania Department of Education prior to entering into contract for the attached change order(s) / supplemental contract (s) by board action.

### **3.5 District Moving Services 2015**

Discussion/Updates:

This is an open-ended contract. A bid opening is scheduled for May 8, 2015.

Action:

Forward motion to Board meeting and place under other on agenda.

Motion:

That the Board of School Directors approves the Independent Contractor Agreement, as presented, authorizing \_\_\_\_\_, a sole proprietor, to perform moving services for the District at the hourly rate of \$\_\_\_\_\_ per hour and subject to the restriction that the total amount paid shall not exceed \$70,000.

### **3.6 Open-ended Carpenter Agreement**

Discussion/Updates:

This is an open-ended contract. A bid opening is scheduled for May 5, 2015.

Action:

Forward motion to Board meeting and place under other on agenda.

Motion:

That the Board of School Directors approves the Independent Contractor Agreement, as presented, authorizing \_\_\_\_\_, a sole proprietor, to perform open-ended carpenter services for the District at the hourly rate of \$\_\_\_\_\_ per hour and subject to the restriction that the total amount paid shall not exceed \$\_\_\_\_\_.

### **3.7 Open-ended Electrical Agreement**

Discussion/Updates:

This is an open-ended contract. A bid opening is scheduled for May 5, 2015.

Action:

Forward motion to Board meeting and place under other on agenda.

Motion:

That the Board of School Directors approves the Independent Contractor Agreement, as presented, authorizing \_\_\_\_\_, a sole proprietor, to perform open-ended electrical services for the District at the hourly rate of \$\_\_\_\_\_ per hour and subject to the restriction that the total amount paid shall not exceed \$\_\_\_\_\_.

#### **4. Informational Items**

##### **4.1 Board Initiatives (Project Reports / Timelines)**

##### **4.2 WCCC Educational Specifications & Board Tour**

###### Discussion/Updates:

The tour of A.W. Beattie Career Center has been rescheduled for May 6, 2015.

##### **4.3 Work Order Reports**

##### **4.4 Utilities Reports**

#### **5. Other**

##### **5.1 Kitchen Equipment at Eisenhower**

###### Discussion/Updates:

Committee members inquired about the installation of a dishwasher at Eisenhower and requested follow-up and options regarding the pulper at Eisenhower. Administration will follow-up at a future PPF Committee meeting.

#### **6. Closing Activities**

##### **6.1 Next Meeting**

The next meeting will be held on Tuesday, May 26, 2015, at 6:00 p.m. in the Board Room at the Central Administrative Offices.

##### **6.2 Adjournment**

Meeting adjourned at 7:07 p.m.