

**PHYSICAL PLANTS AND FACILITIES COMMITTEE
MINUTES
MAY 26, 2015; FOLLOWING CIT
CENTRAL ADMINISTRATIVE OFFICES, BOARDROOM**

COMMITTEE MEMBERS PRESENT:

Mr. Arthur Stewart, Committee Chair
Ms. Mary Anne Paris, Committee Member

Mr. Jack Werner, Committee Member Pro Tem
Dr. Norbert Kennerknecht, Director

COMMITTEE MEMBERS ABSENT:

Mr. John Anderson, Committee Member

OTHERS PRESENT:

Ms. Donna Zariczny, Board President
Mr. Tom Knapp, Board Member
Ms. Marcy Morgan, Board Member
Mr. Michael Zamborik, Board Member
Mr. Paul Mangione, Board Member
Ms. Ruth Huck, Board Secretary
Dr. William Clark, Superintendent
Ms. Amy Stewart, Executive Director
Mr. Jim Grosch, Director
Mr. Gary Weber, Director

Ms. Ruth Nelson, Interim Director
Ms. Melissa McLean, Recording Secretary
Ms. Jamie Doyle, PFM (via Phone)
Mr. Brian Ferry, Times Observer
Ms. Melissa Kingen, Nutrition
Mr. Scott Johnson, Nutrition
Ms. Sue Turner
Mr. Mike Kiehl
Mr. Matt Jones
Approx. 2 public

1. Opening Activities

1.1 Call to Order

The meeting was called to order at 6:40 p.m. by Chairperson Mr. Arthur Stewart. Mr. Jack Werner filled in for absent member Mr. John Anderson.

1.2 Public Comment

None

1.3 Executive Session

The Committee recessed to Executive Session at 6:41 p.m. for the purpose of discussing legal matters. The meeting reconvened at 7:00 p.m.

2. Old Business

2.1 Discussion/Update: Vacant Facilities

Discussion/Updates:

None.

3. New Business

3.1 Sale of 2014 QZAB Award (Ms. Jamie Doyle, PFM)

Discussion/Updates:

Ms. Jamie Doyle (via conference call) provided a presentation regarding the QZAB monies awarded the WCSD in the most recent tranche; and the steps required by the District to obtain said monies. It is the intent of the District to use the most recent QZAB

award for the Warren Area High School project, the Warren County Career and Technical Center project and for other school district capital improvements.

Action:

Forward motion to Board meeting.

Motion:

That the Board of School Directors of the Warren County School District does hereby authorize the Administration to work with Public Financial Management, Inc. as Independent Financial Advisor, Knox McLaughlin Gornall & Sennett, P.C. as Bond Counsel, and the local Solicitor to issue Qualified Zone Academy Bonds, Series of 2015 in the amount of \$8,449,000 for the purpose paying costs of renovation, repair, rehabilitation, and equipping of the school district's Warren Area High School and Warren County Career and Technical Center and for other school district capital improvements and paying costs of issuance of the bonds.

3.2 PlanCon E PDE Approval for the WAHS Renovations (WCSD #1301; PDE #3811)

Discussion/Updates:

PlanCon E approval for the WAHS Renovations project was received from PDE. As per the instructions that accompanied the approvals, the document and enclosed materials should be entered into the minutes of the next Board meeting.

Action:

Forward motion to Board meeting.

Motion:

That the Board of School Directors acknowledges the receipt of PlanCon E 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.

3.3 Bid Results and Approvals for the Asbestos Abatement and Demolition for the WAHS Renovations Phase I (WCSD #1301.7; PDE #3811)

Discussion/Updates:

The results for the public bid opening for Phase I of the WAHS Renovation project, asbestos abatement and demolition, are available on BoardDocs. The apparent low bidder was disqualified because they are not currently certified to do the work required in the Commonwealth of Pennsylvania.

Action:

Forward motion to Special Board meeting.

Motion:

That contingent upon the Pennsylvania Department of Education's approval of PlanCon Part F PDE Project #3811, the Board of School Directors approves an Asbestos Abatement and Demolition Contract #1301.7 to Canfield Development, in the amount of \$985,000.00 for the project known as the Warren Area High School Renovations (WCSD #1301).

3.4 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 a certification required by PDE which relates to the aforementioned award of the asbestos abatement and demolition contract for the WAHS Renovation project.

Action:

Forward motion to Special Board meeting.

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.

3.5 Approval of PlanCon F20 for the WAHS Renovations Phase I - Asbestos Abatement and Demolition (WCSD #1301.7; PDE #3811)

Discussion/Updates:

PlanCon F20 is required by PDE when projects are bid out of sequence. It certifies that the district will obtain necessary permits and approval before beginning the phased work.

Action:

Forward motion to Special Board meeting.

Motion:

That the Board of School Directors approves the submission of PlanCon F20 to the Pennsylvania Department of Education for the project known as the Warren Area High School Renovations - Phase I Asbestos Abatement and Demolition (WCSD #1301.7; PDE #3811) and furthermore certifies that to the best of its knowledge and belief: The board will not enter into construction contracts until it has received written approval for PlanCon Part F, Construction Documents, from the Department of Education; the board of school directors has obtained, or will obtain, all necessary approvals from local, regional, and state agencies relating to health, safety, design, planning highway access, and freedom from flooding and subsidence, prior to entering into construction contracts; the board acknowledges that failure to obtain the requisite approvals prior to entering into construction contracts may be sufficient cause for the Department of Education to revoke its approval for this project. If approval is revoked, the project will not be reimbursed by the Commonwealth.

3.6 Approval of WCCC Educational Specifications (WCSD #1403)

Discussion/Updates:

The WCCC Educational Specifications Umbrella Committee had their final meeting at the WCCC on May 19, 2015. Mr. Jon Thomas, Educational Specifications Consultant

from Thomas & Williamson will have the completed Educational Specifications available for the board meeting on June 8, 2015. He will also be in attendance to make a presentation regarding the different options and information included.

Action:

Forward motion to Board meeting.

Motion:

That the Board of School Directors approves the Educational Specifications, for Warren County Career Center, as submitted by Thomas & Williamson Program Management, and dated June 2015.

3.7 PlanCon A for WCCC Renovations & Improvements (WCSD #1403)

Discussion/Updates:

PlanCon A is required by the Pennsylvania Department of Education.

Action:

Forward motion to Board meeting.

Motion:

That the Board of School Directors approves PlanCon Part A, for the project known as the Warren County Career Center Renovations and Improvements (WCSD #1403), 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.

3.8 Keystone Purchasing Network

Discussion/Updates:

As part of the WAHS Renovation project, there is a need for temporary toilets. The Keystone Purchasing Network serves K-12 schools, higher educational institutions, local government and other non-profit organizations. Eligible schools and agencies can join KPN for free with no obligation to purchase. The KPN has already bid out some of the services that we will need for the WAHS Renovation such as the temporary toilets.

Action:

Forward motion to Board meeting.

Motion:

That the Board of School Directors authorizes the administration to join the Keystone Purchasing Network and procure services through the same.

3.9 Custodial Supplies Bid

Discussion/Updates:

A public bid opening is scheduled for June 4, 2015. Bid results will be available for the June 8, 2015 Board meeting.

Action:

Forward motion to Board meeting.

Motion:

That the Board of School Directors approves the 2015-16 Custodial Supplies bid awards per the attached documents.

3.10 Head Start Lease Agreement - Youngsville High School

Discussion/Updates:

This is a renewal of a lease for the Head Start classrooms at Youngsville High School.

Action:

Forward motion to Board meeting.

Motion:

That the Board of School Directors approves the Head Start Lease Agreement for space usage at Youngsville High School as presented.

3.11 Head Start Lease Agreement - Allegheny Valley Elementary

Discussion/Updates:

This is a renewal of a lease for the Head Start classrooms at the former Allegheny Valley Elementary School. The duration of the lease is consistent with the District's plan to maintain the building until the server farm is moved.

Action:

Forward motion to Board meeting.

Motion:

That the Board of School Directors approves the Head Start Lease Agreement for space usage at Allegheny Valley Elementary as presented.

4. Informational Items

4.1 Board Initiatives / Project Reports

4.2 Work Order Reports

4.3 Utilities Reports

4.4 EMHS/EES Kitchen Equipment

Discussion/Updates:

Administration is reviewing options with an architect.

5. Other

6. Closing Activities

6.1 Next Meeting

The next meeting will be held on June 29, 2015, following CIT, in the Board Room at the Central Administrative Offices.

6.2 Adjournment

Meeting adjourned at 7:32 p.m.