

**PHYSICAL PLANTS AND FACILITIES COMMITTEE
MINUTES
APRIL 25, 2016; FOLLOWING CIT
CENTRAL ADMINISTRATIVE OFFICES, BOARDROOM**

COMMITTEE MEMBERS PRESENT:

Mr. Arthur Stewart, Committee Chair/Board Vice-President
Ms. Marcy Morgan, Committee Member
Mr. Michael Zamborik, Committee Member Pro Tem
Dr. Norbert Kennerknecht, Director of Buildings and Grounds

COMMITTEE MEMBERS ABSENT:

Mr. John Anderson, Committee Member

OTHERS PRESENT:

Ms. Donna Zariczny, Board President
Mr. Joseph Colosimo, Board Member
Mr. Thomas Knapp, Board Member
Mr. Paul Mangione, Board Member
Ms. Ruth Huck, Board Secretary
Dr. William Clark, Superintendent
Mr. Amy Stewart, Executive Director
Mr. Jim Grosch, Director
Mr. Gary Weber, Director
Ms. Patty Hawley, Director

Ms. Rhonda Decker, Administrator
Mr. Richard Gignac, Administrator
Mr. Brian Collopy, Administrator
Mr. Mike Kiehl, Administrator
Mr. Matt Jones, Administrator
Ms. Sue Turner, Supervisor
Ms. Melissa McLean, Recording Secretary
Mr. Josh Cotton, *Times Observer*
Approximately 5 public

1. Opening Activities

1.1 Call to Order

The meeting was called to order at 6:05 p.m. by Chairperson Mr. Arthur Stewart. Mr. John Anderson was absent. Mr. Michael Zamborik served as Committee Member Pro Tempore.

1.2 Public Comment

Ms. Hawley and Mr. Leamon, Special Education Supervisor, presented teachers Ms. Hannah Hutley, Ms. Kim Hoover and Ms. Jodi Gross who provide information regarding the implementation of a program at Youngsville Elementary/Middle school for autistic kindergarteners. They felt that the program has made great strides since its implementation and are excited to continue utilizing it.

2. Old Business

None

3. New Business

3.1 Award of Custodial Supplies Bid

Discussion:

Each year, prior to summer cleaning, the District puts the custodial supplies out to bid for the summer and the following year. The amounts vary each year due to need and inventory on hand.

Action:

Forward motion to May 9, 2016 Board meeting. Place on “Consent” agenda.

Motion:

That the Board of School Directors approves the 2016-17 Custodial Supplies bid awards per the following and attached: \$19,174.90 to Central Poly, \$30,366.70 to DeSantis, \$21,642.65 to Janitor Supply and \$2,433.50 to Penn State Maintenance.

3.2 WAHS Alterations & Additions Change Order for Relocation of Phone Line (WCSD #1301)

Discussion:

This is a change order for the Electrical contract for the WAHS project, and will be done in conjunction with work by Verizon to relocate the termination point of the telephone services.

Action:

Forward motion to May 9, 2016 Board meeting. Place on “Consent” agenda.

Motion:

That the Board of School Directors approves a change order to Blackhawk Neff in the amount of \$20,732.40 for the relocation of the Verizon Demarcation point on the project known as the Warren Area High School Alterations & Additions (WCSD #1301).

3.3 Anderson Building Server Farm HVAC Equipment

Discussion:

The movement of the server farm equipment to the Anderson building precipitates the need to maintain a constant temperature in the server farm room/location, to help ensure the proper functioning of that equipment.

Action:

Forward motion to May 9, 2016 Board meeting. Place on “Consent” agenda.

Motion:

That the Board of School Directors approves the purchase of two Liebert Thermal Management Systems from ePlus (PEPPM Contract #524104) in the amount of \$40,999.50 for the Anderson Building.

3.4 Purchase of a Utility Van

Discussion:

Previous PP&F Committee meetings discussed the age of the District's maintenance fleet, and the necessity for newer vehicles. This van will replace one of the current vehicles.

Action:

Forward motion to May 9, 2016 Board meeting. Place on "Consent" agenda.

Motion:

That the Board of School Directors approves the procurement of a 2016 Ford Transit 150 MR Van with rack system from Day Ford, Inc. per PA CoStars Contract #025-151, at a cost not to exceed \$29,986.00.

3.5 Purchase of Grounds Equipment

Discussion:

Previous PP&F Committee meetings discussed the age of the District's maintenance fleet, and the necessity for newer vehicles; similarly, the District's grounds equipment needs to be updated as well. The requested items include trade-ins for current equipment.

Action:

Forward motion to May 9, 2016 Board meeting. Place on "Consent" agenda.

Motion:

That the Board of School Directors approves the purchase of the attached Grounds Equipment from the state bid list for a total cost not to exceed \$180,138.70.

3.6 Window Film for EES & EMHS

Discussion:

A student at EES/EMHS is allergic to the sun. This film will block the UV rays and make the building safer for the student.

Action:

Forward motion to May 9, 2016 Board meeting. Place under "Other" on agenda.

Motion:

That the Board of School Directors approves the purchase and application of Solar Window Film from _____ in the amount of _____ for Eisenhower Elementary School and Eisenhower Middle High School.

3.7 Purchase of Custodial Equipment

Discussion:

Custodial equipment is reviewed annually to ensure that the District's needs are being met. Bids for the equipment are due on May 6, 2016.

Action:

Forward motion to May 9, 2016 Board meeting. Place under "Other" on agenda.

Motion:

That the Board of School Directors approves the purchase of the attached custodial equipment at a total cost not to exceed _____.

3.8 Warren Area High School Alterations & Additions (WCSD #1301) FF&E

Discussion:

With the WAHS Alterations & Additions project comes the need to purchase furniture, fixtures and equipment (FF&E) items. Contractors are providing administration with lists. It is anticipated that these requests will be available for the May Board meeting.

Action:

Forward to May 9, 2016 Board meeting. Place under “Other” on agenda.

Motion:

3.9 Anderson Building Generator

Discussion:

Due to the relocation of the server farm, a generator is need for the Anderson building. Administration is working on identifying a suitable model.

Action:

Forward motion to May 9, 2016 Board meeting. Place under “Other” on agenda.

Motion:

That the Board of School Directors approves the purchase of a generator from _____ per State Contract # _____ in the amount of _____ for the Anderson Building.

3.10 Open-ended Labor Agreement

Discussion:

Administration is planning a series of smaller summer projects. These contracts will cover moves, electrical work, and carpenter work. Items 3.10, 3.11 and 3.12 are currently out for bid. Bids are due on May 3, 2016.

Action:

Forward motion to May 9, 2016 Board meeting. Place under “Other” on agenda.

Motion:

That the Board of School Directors approves the Independent Contractor agreement, pending solicitor's review and approval, authorizing _____ to perform moving and laborer services for the District subject to the restriction that the total amount paid shall not exceed \$100,000.

3.11 Open-ended Carpenter Agreement

Discussion:

Discussed with Item 3.10.

Action:

Forward motion to May 9, 2016 Board meeting. Place under “Other” on agenda.

Motion:

That the Board of School Directors approves the Independent Contractor agreement, pending solicitor's review and approval, authorizing _____ to perform carpentry services for the District subject to the restriction that the total amount paid shall not exceed \$100,000.

3.12 Open-ended Electrician Agreement

Discussion:

Discussed with Item 3.10.

Action:

Forward motion to May 9, 2016 Board meeting. Place under “Other” on agenda.

Motion:

That the Board of School Directors approves the Independent Contractor agreement, pending solicitor's review and approval, authorizing _____ to perform electrician services for the District subject to the restriction that the total amount paid shall not exceed \$100,000.

3.13 Purchase of a Dump Truck

Discussion:

Due to the age of the grounds fleet, administration is requesting a dump truck which can also be used a snowplow. Bids are due May 3, 2016.

Action:

Forward motion to May 9, 2016 Board meeting. Place under “Other” on agenda.

Motion:

That the Board of School Directors approves the purchase of a Dump truck from _____ for a cost of _____.

3.14 Purchase of a Bucket Truck

Discussion:

Due to the age of the grounds fleet, administration is requesting a bucket truck. Bids are due May 3, 2016.

Action:

Forward motion to May 9, 2016 Board meeting. Place under “Other” on agenda.

Motion:

That the Board of School Directors approves the purchase of a Bucket truck from _____ for a cost of _____.

3.15 Purchase and Installation of Locksets

Discussion:

The State Police have provided administration with recommendations in regards to locking systems and security within the District. The requested locksets will be placed in various buildings. Administration noted that this item is frequently requested by teachers.

Action:

Forward motion to May 9, 2016 Board meeting. Place under “Other” on agenda.

Motion:

That the Board of School Directors approves the purchase and installation of new locksets from _____ per Costars Contract # _____ in the amount of _____ for selected Warren County School District facilities.

4. Informational Items

4.1 Board Initiatives / Project Reports

Discussion:

The WAHS Alterations & Additions project (WCSD #1301) is underway.

5. Other

5.1 Tour of Closed Facilities

Discussion:

Board members recently toured the closed WCSD facilities – the former Sugar Grove Elementary School, the former Pleasant Township School, the former Allegheny Valley Elementary School and the former Sheffield Elementary School.

6. Closing Activities

6.1 Next Meeting

May 31, 2016, 6:00 p.m. at Central Office.

6.2 Executive Session

An Executive Session was held at the conclusion of the Finance Committee meeting, for the purposes of discussing information from the Solicitor.

6.3 Adjournment

Meeting adjourned at 6:42 p.m.