

BOYERTOWN AREA SCHOOL DISTRICT
Boyertown, Pennsylvania
www.boyertownasd.org

Facilities Committee Meeting
Tuesday, May 24, 2016
Meeting Minutes

Mr. Elsier, Committee Chair, called the meeting to order at 6:00 p.m. in the Education Center Conference Room A.

Board members in attendance: Mr. Breece, Mrs. Dennin, Mr. Elsier, Mr. Landino, Mr. Lewis, Ms. Neiman, Mr. Stengle, Mrs. Usavage

Administration in attendance: Dr. Faidley, Dr. Miller, Mr. Szablowski, Mr. Galtere, Mr. Grenewald

Members of the Public: 2

Everyone recited the Pledge of Allegiance to the Flag and observed a moment of silence.

Public Comment Period #1

There were no public comments

Approval of Minutes

Motion to approve the minutes from the committee meeting of 4/12/16 was made by Mr. Breece and second motion by Mrs. Dennin. The minutes were adopted unanimously.

Discussion/Information/Old Business

Mr. Elsier turned the meeting over to Dr. Miller.

JHW Renovation Project

The first part of the discussion focused on the project history, goals, funding and scope of the JHW renovation project. One of the goals of this meeting is to come out of it with some direction for KCBA to finish design and development. What KCBA is missing at this point are some final decisions on what we are looking to include in the project. It is important to keep in mind that this is a PlanCon approved project which gives us a reimbursable project from PDE. The question is to what extent are the reimbursement levels. We can look at the reimbursed levels from the project at JHE to get an idea and we received roughly 25% reimbursement for that project.

If we compare the JHE and JHW facilities, they are very different with JHE being renovated recently. Much of the building at JHW dates back to the 1960s which leads us to the need to renovate. As we make decisions, it is not just is something good enough right now, but will it get us through 20 years because we can't have a PlanCon reimbursable project again for another 20 years.

Dr. Miller introduced Jay Clough from KCBA, Dan Cicala from Fidevia and James Miller from Fidevia. Mr. Clough presented a PowerPoint using information from June 2015 and November 2015. He showed which part of the JHW building was from 1963 and which areas were added in 1998. In June 2015, there was a threat of a moratorium and we put a proposal for renovations in with PDE so we would be in line. The proposal was put together based on a \$15 million budget with the intent of figuring out the scope of

the project later since changes could be made later with PDE.

The following 5 categories are being addressed in the renovation:

- Safety, Health and Security
- Energy Efficiency – There are much more energy efficient ways to light and heat a building than there were 50 years ago.
- Accessibility – It's good that it is a one story building but everything is too narrow and too small because that is how things were built 50 years ago.
- Infrastructure
- Educational changes – Education was taught differently 50 years ago and we are turning it into the middle school.

Since June of 2015, they have been working on drawing out options so informed decisions can be made based on costs. Looking at the overall building, some of the things that are on the table are a new HVAC system, new electrical system and new lighting. 1963 general upgrades include replacement of windows, asbestos abatement and new tile floor, replacing doors and hardware, general ADA renovations and roofing.

Mr. Clough discussed site safety and infrastructure upgrades. One thing that has been brought up over and over is to resolve pedestrian and vehicle conflicts to improve safety. There is also a lot of asphalt that needs replacement as well as deteriorating curbs and sidewalks. Replacing lights with LED to save on energy costs will pay for itself very quickly. These are base items that we need to do.

Educational upgrades that we would like to happen include science lab upgrades, STEM fit out, art room fit out and rebuilding locker rooms. These are upgrades that we would like to make if we can find the money.

Infrastructure upgrades would address deteriorating piping, additional cameras, replacing ceilings, installing new switchgear because of the new HVAC, upgrading data systems, replacing casework, and refurbishing the gym floor and stage.

To meet ADA, space requirements grow so you lose classroom space. Some possible additions include space for special education, space for mechanical equipment, space to accommodate ADA and space to teach students during the renovations.

Dr. Miller stated that this information led us to sit down with the drawings and KCBA, Fidevia, Mr. Grenewald and Mr. Galtere to look at what pieces of the project really need to get done. The goals of this project are multi-faceted: upgrading facilities, instructional needs and safety needs. The team sat for hours talking through all of the pieces. After that, Dr. Miller discussed the funding structure with Mr. Szablowski. Since December 2014, we have tried to set the stage for not just the BASH project but also JHW renovations. We have incurred a debt obligation of \$75 million which has yielded a total of \$81 million of available funding. The BASH project is a \$60 million project and to date we are running within that budget. Included in the \$60 million is \$8.5 million in contingencies. Some of the \$8.5 million is earmarked but we know that we will not be using all of it. We feel very confident that we will come in under \$60 million. When we look at what is left, we have \$21 million to consider for the JHW project. The original project submitted to PlanCon was for an estimated \$15.3 million project. Due to inflation over the last several years, this figure would now be higher. We will not know the cost of the project until we talk through decisions as a group.

Additional classroom space is not listed under the base project but we need to discuss the rationale of the need for classroom additions. When we look at our student population, the number of students has not changed. So if we have roughly the same number of students, why would we need more classrooms? Mr. Clough talked about losing one classroom when we do the ADA compliance piece. Also, as we transition to middle school, we know that it is a different program than a junior high. One of the differences is that students will be in classes 100% of the time because we are eliminating study halls. Eliminating study halls means it takes up more classrooms. Dr. Miller asked Mr. Galtere to see if he is able to schedule the classes with the current number of classrooms less the one we know we are losing to the nurse's suite. What he found is that he is 2 rooms short, so we are a total of 3 classrooms short. This makes it a top priority for the optional projects. Also keep in mind that as special needs increase, programs are required and squeeze out regular ed programs. In 1963, we didn't build flexible instructional spaces. What is happening at JHW is that many storage closets are being used for small group instructional spaces. Small group instruction is also taking place in the hallways at JHW.

The next document reviewed at the meeting was the menu document that Fidevia put together with estimated project costs. Mr. Cicala from Fidevia explained that they took the KCBA plans and estimated the costs. The scope of work in the base budget is a reflection of the previous presentations that were made and deemed as necessary work. In the \$17 million base budget is a 15% contingency for design, bidding and construction as a safety net. The decision was made to organize the remainder into safety options, educational options and facilities options to give a realistic menu of options. These items are standalone options with their pricing. Mr. Cicala clarified that the estimates for the additional projects are based on them being done at the same time as the base project and if we were to do them at a later date the prices would be higher.

The items within each category are listed in priority order based on the administration's perspective. The sprinklers are at the bottom of the safety list. At one point, we thought we would be required to do a sprinkler system. From a zoning perspective, we are not required to install a sprinkler system. The only thing we are required to do is have it bid as an alternate to show we are considering it. However, for future renovations, we will be required to put in a sprinkler system.

Dr. Miller opened the meeting to questions and discussion of the options. Mr. Elsier stated that for efficiency we can start with general questions but then we should go through each section instead of jumping around to keep the group more focused.

Mr. Landino asked about PlanCon reimbursement and whether some items are reimbursable while others are not. Dr. Miller stated that is not the case, it is based on total dollar amount, with the exception of site work not being reimbursable. Mr. Landino would like to know which projects are reimbursable and when it is more effective to do the work now to prevent an increase of cost at a later point. We need to know which projects will have a cost impact if we don't do them as part of a package now.

Mr. Breece asked for an explanation on why the hall lockers need to be replaced. Dr. Miller explained that they are so old they are becoming razor sharp on the edges and it is becoming a safety issue as well as the fact that they are rusted on the inside. Mr. Galtere stated that there have been no serious injuries to date. We also need to keep in mind that they will have to last another 20 years if we don't do anything to them now. Mr. Galtere also stated that another safety issue is that kids are bringing bigger bags than 50 years ago and because the space is tight there is an increased risk of injury.

Ms. Neiman asked about the doors not being wide enough. Mr. Clough explained that the current doors are 2 ft. 8 in. wide which isn't wide enough for a wheelchair. Also, the door knobs are round and that is

not ADA compliant, they need to be a lever type. We need a 3 ft. wide door with a 5 ft. clearance area. Mrs. Dennin asked if everything has to be made ADA compliant when a renovation is made. Mr. Clough explained that key spaces should be made ADA compliant and if you touch it, then you must make it ADA compliant. We are not doing storage closets or mechanical storage areas.

Mrs. Usavage asked if the air conditioning and boiler is all covered under the mechanical system replacement. Dr. Miller stated that is correct. The only space that is not covered with the air conditioning in the base project is the gymnasium.

Mr. Breece asked for an explanation of what stage rigging is. Mr. Grenewald explained that stage rigging is used to raise the lights and curtains up and down.

Mr. Elsier asked if he understood correctly that it would be more cost effective to do the sprinkler system now. Dr. Miller stated that if we have to go back and do it later, we will need to tear down ceilings and such again. This is the right time to do it if we long-term want to do a sprinkler system. Mrs. Dennin questioned whether we would be doing another renovation after this. We don't know what we will be doing renovation wise 20 years from now. Mr. Stengle stated he is not supportive of the project at this time. However, if we can give up the sprinkler system we should because sometimes there are issues with them that cause water damage and if we can avoid it we may be preventing future problems. Mr. Elsier stated that the general consensus seems to be that we feel we can wait on the sprinkler system. Mrs. Usavage pointed out that we still need to bid it as an alternate.

Mr. Stengle asked if there is a limit to the amount we can be reimbursed from PlanCon based on what we already submitted. Mr. Clough stated that it is based on what we spend and on the capacity of the school. Last time we received about 25%.

The first 2 options under the educational options are a choice between how to handle additional classrooms. The first option is for 2 classrooms and the second option is for 4 classrooms which administration believes will be most beneficial. Mr. Stengle asked if the recommendation was based on an increase in students or the loss of a classroom. Dr. Miller stated it is based on loss of a classroom, special education needs and the implementation of middle school. Mr. Stengle asked what the student population would be in middle school. Dr. Miller stated the enrollment would be approximately the same after the transition. Mr. Landino asked if it would be better to have 3 classrooms and 4 SGIs so we have additional small group instruction areas. Dr. Miller stated that 4 classrooms gives us more flexibility because we can use it for either a classroom or set it up for small group instruction. Two classrooms would meet immediate needs but doesn't give us any future. Four classrooms will meet our needs for 20 years. If we need to offer life skills at JHW, four classrooms would accommodate that instead of pushing another classroom out.

Dr. Miller stated that although we are spending a lot of time talking about the need for space he doesn't want anyone to misinterpret the need to upgrade the science labs, STEM and art rooms. These rooms are very old and dated and are very much in need of renovation. From an instructional perspective, educational options 1 or 2 and 3, 4, and 5 are essential items.

Mrs. Usavage asked for an explanation of the scheduling at 80% and how many classrooms that was based on. Dr. Miller explained that we are building a 10 period day. For a teacher's schedule, they will teach 6 of those periods in core content areas. Flex period (10th period) will be used for advisory, remediation and enrichment. One of the periods is lunch but because lunch is 30 minutes and the periods are 40 minutes we can't backfill the classroom. At this point, the classroom is 80% booked. The

remaining 2 periods are the teacher's planning time and team meeting times. Small group testing also takes place in these rooms during the free periods. The 80% is based on assuming we have the additional 3 rooms.

Mrs. Usavage asked what the educational benefits are of the gym locker room renovation and upgraded TV studio and what happens if we don't do them. Dr. Miller stated that the gym locker rooms are in very poor shape. But when we are making hard choices, the administration came to the conclusion that we can go in and renovate the toilet areas to make them ADA compliant and not touch the showers and lockers. As far as the TV studio, Mr. Galtere stated that the room was not intended to be a TV studio and has been continually changed with temporary walls and lots of wires running all over the place. The BASH telecommunications program is top notch and we don't do a very good job feeding it. It is a place where students could get more engaged in their classes so it's the type of thing we could use for enrichment opportunities if we had a better facility. Mr. Breece stated that he enjoyed TV studio work when he was in school and asked what upgrades would be included for the \$40,000. Dr. Miller stated it would be gutted out and would be made into a true room that could be utilized and the infrastructure would be upgraded to improve functionality.

Mr. Breece asked for information on what the science lab, STEM and art room renovations would include. Mr. Clough stated that the science lab casework is very pricey. Dr. Miller showed a video of the science rooms and Mr. Clough explained that we would be getting all new plumbing, electrical, science cases, and removal of asbestos countertops. Mr. Breece asked how much of the \$603,000 is for counter work. Mr. Clough stated that approximately $\frac{1}{2}$ is for the casework and the other $\frac{1}{2}$ is for counter work. Mr. Clough explained that the STEM fit out is in the early stages. They are currently teaching technology in a wood shop and the rooms have to be brought up to the category similar to what was done at the high school. Dr. Miller stated that the art room needs updated casework and sinks need to be made ADA compliant.

Mrs. Usavage asked if the TV studio could be done at another time without too much additional cost. Mr. Grenewald stated that the air conditioning in that room is a maintenance nightmare and the teaching space is very small. Mr. Grenewald feels that if we don't upgrade it while we have the chance we are shortchanging the students.

Mrs. Dennin asked Mr. Galtere if at one point he had stated that it wasn't so much that we needed more space but that it needed to be repurposed for small group instruction. Mr. Galtere stated that he has repurposed all of the rooms that he can and we are out of space.

Mr. Breece stated that he has not seen the gym locker room renovation plan but it seems to make sense to replace only what needs to be replaced and save money.

Ms. Neiman has definite concerns about the JHW project being done at this time. Her concern is that we should wait for the BASH project to be completed. She would like to see the classroom utilization because she has heard from different people that the classrooms are not being utilized to their fullest. She would like to see how many students are in a class, what classes we have and how often the rooms are being used. This information will be provided.

Mr. Stengle asked what administration's recommendation is for the expansion. Dr. Miller stated that the administration's recommendation is for 4 classrooms and 2 SGI rooms because it gives us more flexibility in the future if we need to add a life skills classroom.

Mr. Elsier polled the board members to find out which building addition option they were in favor of. Mr.

Stengle and Mr. Breece indicated they preferred the 2 classroom option while Mr. Lewis, Mrs. Usavage, Mrs. Dennin, Mr. Landino and Mrs. Elsier preferred the 4 classroom option. Ms. Neiman has concerns about the project being done at this time and needs the room utilization report she requested to make a decision. Right now, the majority of the board feels the 4 classrooms would be the smartest way to go but they will review the requested room utilization report before making a final decision. The utilization report will be done both with the existing jr. high schedule and with the middle school schedule. Dr. Faidley asked the board to realize that it may take a few weeks since it is the last 2 weeks of school.

Mr. Stengle is not sure he likes the explanation of the 10 period day where we are giving the teachers whole classrooms to do prep and meetings. It seems like a waste of space to have a single teacher in a room grading tests or doing prep work or having a small meeting. Mr. Galtere stated that a room may not be scheduled to be used but may still be in use. For example, it could be used by a student that is taking a test but needs it read to them. Mr. Stengle responded that it may be better to build small rooms then instead of classrooms. Dr. Faidley stated that the recommendation of administration is focused on the goal of the project which is to renovate JHW to address safety, facility and instructional needs and to provide similar educational opportunities and experiences at both junior highs. JHW is not meeting the educational needs from a space issue because we have students in closets and hallways with special needs and it is not an ideal environment and is not the same environment as JHE.

Mr. Stengle asked why the new gas water heater is at the bottom of the list. Mr. Grenewald stated that we feel we can do that later and that the other items are more important.

Mr. Stengle stated for clarification that there are choices to be made and that administration has asked for the board's input. As he gives input on the suggestions, he doesn't see himself as going against administration's recommendation but rather as responding to the administration's request for input. Administration shouldn't take the board's input as personal criticism or not trying to follow the recommendations.

Mr. Breece asked if the gym floor is included in the project. Mr. Clough stated that only resurfacing is included and it is included in the base project even though it is not specifically listed. The cost is approximately \$25,000 - \$30,000 for resurfacing. Mr. Breece also asked about the select group restrooms. Mr. Clough stated that we are not replacing all of the group restrooms. We are replacing group restrooms that service the auditorium, the ones near the cafeteria, and another set to be selected by the district.

Mr. Landino asked for an explanation for replacing the tech ed floors with concrete. Mr. Grenewald explained that the current floor is wood and we have had problems with them due to water leaks. If we do the tech room renovation, then we should do the floor also.

In summation, Mr. Elsier stated:

- The administration will be putting together a room utilization for existing and middle school concept.
- The board feels the new sprinkler system is something we can forgo.
- The majority of the board is in favor of 4 classrooms with 2 LGI rooms.
- The board feels a new gas water heater can wait.
- The majority of the board feels the gym locker room renovation needs to take place. However, Mr. Breece would like to take a look at what could be eliminated to bring the cost down.

Dr. Miller stated that he will be giving this information to KCBA so that they can finish design development. They will come back to us as early as next week to present to us with the finished design

development based on the input.

Site Survey

We are required to conduct a site survey. At the next board meeting in June, there will be a request to authorize KCBA to contract for a site survey which will cost the district approximately \$9,800. This is a required piece of the project for Colebrookdale Township. It is included in the soft costs of the base budget. Mr. Elsier polled the board to see if the board was in favor of moving forward, the majority of the board was in favor.

Memorial Stadium Watering and Transportation Vehicle Replacement

These items will be moved to next week's facilities committee agenda since we are out of time.

Public Comment Period #2

Mrs. Dierolf asked what the difference was between the renovate locker rooms in the base budget and the gym locker room renovation in educational options. Mr. Clough stated that there is \$20,000 allotted to fix a couple of toilets in each of the locker rooms in the base budget.

Mrs. Dierolf asked whether the soft costs/contingency included any new furniture. Mr. Clough stated that it does include new furniture. Mrs. Dierolf asked if change orders also come out of the contingency. Mr. Clough stated that they do.

Mrs. Dierolf asked how changing the area where the parents come in helps education and why we can't put cones out instead. She also asked why we can't use the extra \$6 million we are receiving to help pay back the loan. These questions will be answered in writing.

Mrs. Curry had a question about the borrowed amount vs. the amount received and how it affects the debt service amount and the years of debt service. Also, since there were a lot of questions regarding the estimates, perhaps a tour for the board should be put together. Mr. Elsier asked the board to email Dr. Faidley if they would like to take a tour. Dr. Miller will also attempt to include the video used during the meeting in the board packet. Mrs. Curry also inquired about how much is allotted for furniture costs.

Board Member Comments

Mr. Breece stated that he is looking forward to a tour.

Announcements

May 24, 2016 Enrollment Review Committee, Education Center Board Room, 7:30 p.m.
May 31, 2016 Finance Committee, Education Center Board Room, 6:00 p.m.
May 31, 2016 Facilities Committee, Education Center Board Room, 7:00 p.m.
June 14, 2016 Board of School Directors, Education Center Board Room, 7:00 p.m.

Mr. Elsier adjourned the meeting at 7:49 p.m.