

BUILDINGS AND GROUNDS COMMITTEE MEETING

Meeting Date: February 3, 2020

Meeting Start Time: 5:00 PM

Members: Attendance:

Mr. Bruce Schubert, - Chair - Yes

Mr. Dan Barreiro - Yes

Ms. Annette Johnson - Yes

Mr. Steve Megazzini - Yes

Other Participants:

Dr. Jennifer Norrell, Dr. Ann Williams, Jesse Vargas, Kevin Jenkins and Craig Welter, Mike Perez, Mark Spangler, Jordan Lutz - Cordogan Clark & Associates

1. Roll Call
2. Public comments/questions
3. School Safety Requirements Update
4. Facility Improvements
 - a. Progress Report
 - b. Summer 2020 Work Update
 1. General Update
 - Roofing, Tuck-pointing, Sprinkler and Site Improvement Updates
 - Roofing and Masonry Bid Results
 - Gant Chart
 2. Mechanical Improvement Updates
 - HVAC Updates
 - Change Orders
 - Spring Access to Buildings
 - Future Schedule Proposal
 - District Letter to Legislature
 3. East Aurora Excel Academy
 - Furniture Layout
 - Schedule Update
 4. Adventures Program Update
 - Proposal
 5. Admin Center (Avalon Heights)
 - Finish Boards for Viewing
 - Furniture Layout and Cost
- c. 5 Year Plan



5. 2020 Round 1 School Maintenance Project Grant Application
6. Pace Bus Shelter Smith Blvd. at EAHS
7. Resolution for Sale of Personal Property
8. Work Tickets
9. IT Work Tickets
10. Incident Report
11. New Business
12. Future Items
13. Adjournment

Public Comments/Questions

NONE

School Safety Requirements Update

Mr. Kevin Jenkins presented the 2019-2020 School Safety Drill Schedule. He informed the Committee there are actual drill dates now scheduled to be conducted for the 2020 dates. The documents need to be signed off by the AFD and APD and submitted to the ROE. He also presented the Active Assailant and Incident Command sample documents that every school in the district has. Incident Command structure will have its own listing of tasks/responsibilities per location. Mr. Schubert questioned if there would be training beyond the safety drills. Mr. Jenkins stated each teacher familiarize themselves with the drills. Active Assailant training (ALICE) scenarios will take place by the end of the year with trainers and staff using a blended learning model. An email has gone out to schools to schedule on in-service days. Mr. Jenkins also offered committee members the opportunity to attend a training drill anytime.

Facility Improvements

Mr. Megazzini presented the Progress Report which is a recap/overview to the agenda items with phases and timelines. Mr. Schubert questioned where the cost is captured for the Adventures Program mechanical improvements. Mr. Megazzini stated it is still waiting for the Board to approve the program in its entirety. Mr. Welter added there is a ball park figure of approximately \$2,500,000.00 for phase 1 and phase 2. Mechanicals will be included in phase 2.

Dr. Norrell informed the Committee there has been a reorganization of the agenda with 2020 Summer Work. The projects have been broken out into major areas. She thanked Cordogan Clark for the Gant Chart. It will help plan the 2020-2021 school calendar and 2020 summer school scheduling. It was also noted that May 21, 2020 is currently the last day of classes. Dr. Norrell informed the Committee the red bar on the Gant Chart is the critical timelines. Abatement for the projects may run to August 13 & 14 and normally school is underway at that time. There is question if school can begin on August 17th with the scheduling of the project and preparation of the building. It is also the overall construction schedule not particularly the abatement completion date that is also being presented in the Gant Charts. Mr. Welter added abatement will begin as soon as school is out and he feels confident in the schedule. Dr. Norrell pointed out the abatement is for the 7 locations slated for Summer work. Ms. Johnson inquired about abatement work at Allen school and future summer work and timelines.

Any future abatement will be bid out in the future. Dr. Williams informed the Committee the Environmental Bid should be awarded at the second Board meeting in March.

Mr. Megazzini presented the Roofing and Masonry Bid Summaries. The bids are on schedule with and a recommendation for the Roofing and Masonry award will be brought to the March meeting.

The bid is out for the asbestos removal for the Site Improvements and the Sprinklers at EAHS. Bids for Asbestos and Sprinkler work should be opened in the next few weeks. Mr. Barreiro questioned if Cordogan was happy with the number of bidders. Mr. Welter responded he was happy and mentioned it was a competitive market for bidding. Most bidders on the projects have worked with the district in the past. Mr. Schubert questioned the alternates for Gates on the Masonry bid. Mr. Welter explained it is a matter of priority and dollars. Once the scope was reviewed, there was a lot more work than anticipated/budgeted. Once the bids are reviewed for acceptance, some projects may be pushed to future years budgeting if funding for the entire project is not available at this time. Mr. Welter will investigate the large variance in bid results received for alternative 1. A recommendation will be brought back at the next committee meeting.

Mechanical Improvements

Mr. Welter reported there are weekly meetings with the contractors and equipment suppliers for a review in the planning process. The plan is to have a sample models in 1 classroom at each location.

Change orders for Brady and Bardwell were discussed regarding Welded Pipe vs Grooved Pipe. Samples of the piping were presented to the Committee. The additional cost for both locations using the welded pipe is \$219,094.00, which is approximately 1% of the cost of the project. The welded piping is a 50 year and takes longer to install. Grooved piping is easier to install, but leaks could occur in 3-5 years. Welded was specified for five buildings and the other two buildings the specifications from Cordogan were not followed by a vendor and was identified as an issue when they went out for rebid. The Committee agreed to approve the use of the welded piping.

Mr. Megazzini presented the Future Schedule Proposal. The proposal is an approximate cost breakout of mechanical upgrades by location for FY2020, FY2021 and FY2022. The Adventures Program is pending Board approval at this evenings meeting. The CSC will go on the listing for next summer mechanical work due to the expansion of the Adventures Program. Mr. Welter stated there was a sq. ft. analysis completed for the 7 locations and pricing was based off analysis.

Dr. Norrell reported the 5 year plan continues to make upgrading facilities a priority. Upgrades impact student/staff conditions and achievement. The District is looking at additional funding made available to Districts around the State from the Government. Dr. Norrell has submitted a 2 page letter with the District specific needs to Legislature. East Aurora is the oldest State School District and previously received less funding for capital improvements than neighboring Districts. No response has been received back as of yet, and hope students and staff will express needs for Heating and AC by sending letters as well to Legislators. Mr. Barreiro asked if there could be a letter the Board of Education could sign.

East Aurora Excel Academy

Mr. Megazzini reported the production at the Excel Academy is moving forward. Sprinkler permits have been received and should be installed in the next 5-7 days. Film has been installed on portions of the large windows for privacy and security camera/motion sensor installation will be beginning. He also presented the floor plan layout for the location and a furniture proposal. The goal is March 1 to accept students. The plan is to purchase the property with Phase 2 expected to be ready by January 2021. Craig confirmed all required city inspections have been completed. Carnow would still need to perform inspections of future expansion spaces and the district is working to get access with building owner.

Adventures Program Update

Dr. Norrell reported she and Dr. Campbell have met and walked with Richard Blair regarding the Adventures Program consisting of 2 phases. Phase 1 will have 3 additional classrooms added for the new special needs program for grades Kdgn., 1 and 2. If the audio/visual labs cannot be moved, 2 classrooms will be added for grades Kdgn., and a 1-2 split. The first phase for Summer of 2020 will keep existing offices and convert a back office and conference space to add a therapeutic component space to the program. The file/storage rooms will be converted into a MPR that will serve as gym/café space. There will also be minor construction in classroom space adding 3 restrooms. A pet therapy program will be added for the students that will be utilizing the facility. These students are not labeled as having special education needs, but is similar to the pathways and journeys middle school program.

Bidding is under a tight timeline. With construction expecting to begin June 1, bidding will need to take place later this month or beginning of March. The staff will be boxed and ready to move on May 21st from the space.

The 2nd phase of the program will have additional space and HVAC added in Summer 2021. The addition of classrooms accommodating 18-20 students per classroom for grades 3, 4 and 5 will be added along with an additional MPR and hall restrooms. There will also be an outdoor therapy pet area constructed.

Dr. Campbell pointed out, some students never qualify for IEP. They just don't understand school and how to adjust to structures and systems but would qualify and benefit for the Adventures Program.

Mr. Schubert is supportive of the concept but expressed concern that the \$3,500,000.00 project was not budgeted for. Suggestion was to move around dollars in the 5 year plan and cost can be absorbed over a 3 year period. It was also suggested Grant Funding as an alternative if available. Project costs will be spread out in the 20' 21' & 22' budgets.

Admin Center (Avalon Heights)

Dr. Norrell reported meetings with the architect has taken place for design schemes for the new Admin. Center (The Bardwell Community). Color scheme decisions were shared and samples presented to the Committee. The design company is using providers that are part of the State Bid. The open spaces will have new consistent furniture. There are currently 14 types of furniture in the current district offices. This furniture could be used in the inner office spaces, however there is not enough of the same type of furniture to complete one floor. The cost to outfit the entire space with new furnishing is approximately \$800,000.00. The Tomcat Center will be restored to the original look along with the fixed windows.

The Board Room will have the capacity of approximately 240 theatre style chairs along with training room areas. The room will also have a divider and seating for 16 members at the Board table. The AV needs for the Board Room are still being accessed and will be shared once a decision has been made.

Mr. Megazzini reported the asbestos reports presented at a previous BG meeting exhibits for environmental purposes are now uploaded on the server. He reported the reports all look legitimate and there is also no reason to believe they are not accurate according to the environmental company and district attorney and the district has that correspondence. Dr. Norrell reported that a link was sent to Carnow that included exhibits A-G and it is important to note the review included not only the asbestos reports but also the environmental phase one and two reports. A screenshot of what was reviewed by Carnow will be included.

5 Year Plan

The original 5 year plan that was presented to the B&G Committee with FY19 was included in packet for review with details and breakdown according to priorities. The preliminary update for FY2020 was reviewed. The plan is to go back to the Finance department to address priorities and make necessary revisions. Mr. Welter referred to page 2 of the summary that outline the items that were identified as a guide. Line items were identified where cost has been identified for projects. Monies that were allocated in the 'Other' category in the FY 19 reporting were directed towards the EAHS sprinkler project. The majority of the listing is primarily maintenance items in the buildings. Dr. Norrell added the totals are not inclusive of the extensive construction for Summer 2020. There is not a lot of budgeted cost in windows, but a substantial amount in flooring. Electrical costs were also down due to the cost absorbed in the Mechanical Improvements. Mr. Welter will re-evaluate the monies and include abatement. Mr. Welter will bring back to the March meeting.

Mr. Schubert brought attention to Exhibits C and G site assessments (administration center) regarding the information being updated and subsequently reviewed by the environmental consultants. Mr. Megazzini stated the exhibits that were sent to Carnow included anything up to January 23rd but will verify the information is up to date.

The 5-year plan will be brought back to the March meeting.

2020 Round 1 School Maintenance Project Grant Application

Mr. Megazzini presented the 2020 Round 1 School Maintenance Project Grant Application in regards to the wall separating from the structure at EAHS. The grant would allow up to \$50,000.00 with matching funds from the State. Application will move forward to the Board this evening for approval.

Pace Bus Shelter

Mr. Megazzini presented correspondence from the City of Aurora in regards to the addition of a bus shelter on City property on Smith Blvd. This is just for information purposes and at no cost to the District.

Resolution for Sale of Personal Property

Mr. Megazzini presented the Resolution for Sale of Personal Property for old/broken pre-school furniture and computer equipment. The Committee agreed to move to the Board for approval.

Work Tickets

Mr. Megazzini presented the monthly B&G work tickets along with a report of work tickets by craft. The higher number of work tickets are HVAC. Mr. Schubert pointed out the assigned work tickets are going up as well as the number of completed tickets finished in less than 7 days - a positive correlation.

IT Work Tickets

Mr. Megazzini presented a report for IT work tickets. He reported IT uses a similar work order system as compared to B&G. There are currently 157 open tickets and have dealt with approximately 6,000 tickets of all types. Mr. Schubert requested the reporting be the same as B&G reports. Mr. Megazzini responded it is a different software system, however he will check on report types. Mr. Schubert questioned how security cameras and raptor tickets are flagged. Mr. Megazzini responded the District can troubleshoot, but outside vendors may need to be called in for repairs.

Incident Report

Mr. Megazzini reported to the Committee there are currently 14 tubes leaking in the boiler at Johnson Elementary School. The boiler is currently working and are trying to get thru the season. The boiler is scheduled to be replaced with the Mechanical Improvements, The approximate cost to repair is \$9,000. If the boiler goes down, there would not be heat in approximately 80% of the building and would take 2 days to repair. After discussion, the Committee agreed to move forward with repairs.

Meeting was adjourned 6:50pm