

OPERATIONS COMMITTEE MINUTES – MEETING OF APRIL 6, 2011

In attendance: Committee: Chairperson Katherine Driban, Thomas Hezel, and Betty Huf.
Board: Michael Hartline, Mark B. Miller, Cindi Mueller,

Administration: Dr. Jenny Foight-Cressman, William R. Gretton III, Wayne Robinson, Robert Reed.

Public: Ryan Brennan, David Angle, Mike Burton, Robert Pillar, A.J. Thackrah, Cheryl Lyman, Leslie Bonner, Danene Marchesani, Becky MacInnes, Michelle Lockett, Danielle Mangiola, Robert A. Shaffer, Paul Rokuskie.

Call to Order:

The meeting was called to order by Chairperson Katherine Driban at 7:00 p.m. A motion by Ms. Huf to approve the minutes of the March 2, 2011 was seconded by Mr. Hezel. Motion carried 3-0-0.

VOIP Services

Mr. Gretton reviewed the status of the telephone system, indicating that the District had been notified recently that the provider of the current system would no longer be producing, or in the future, no longer supporting the system. The plan for the High School and Region III Projects was to purchase re-marketed devices, but the Administration was not recommending that we invest in a system that would soon be obsolete. The attached proposal from Brinjac was to provide a bid package for a district-wide telephone system, but the alternative was to create a bid document built around the Cisco switches and the current location of phones and devices. Mr. Gretton indicated that the Capital Projects budget proposed by Mr. Reed for the High School and Region III projects actually contained sufficient funds to replace the switches and telephone devices at each location, as well as provide additional devices in other locations.

Mr. Reed explained that after HP purchased 3-Com the company decided to abandon the VoIP services and referred their customers to other providers. The purchase of replacement phones was the original plan, but this purchase will not be compatible with a system in the future, and the District should be considering the future cost of the entire system. He indicated that if the network fails, the District will have a system of PC's and no connectivity.

Ms. Driban asked about the financial position for these projects. Mr. Gretton responded that the Board had agreed to a Capital Projects contribution of \$1.5 million for these projects, and as we estimate this cost for the two buildings would be less than \$1.0 million. He indicated that if the Board authorized the Administration to designate Cisco, there would be several suppliers competing for the business.

Ms. Huf asked if the system would be "piece-mealed" under this design. Mr. Gretton indicated this would be a single system and the pieces would be compatible and usable in other facilities if they were installed in older locations. Mr. Miller indicted that the equipment that we currently own would have a "resale" value, and Mr. Gretton agreed

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that the equipment could be offered on the resale market. Mr. Hezel asked whether the replacement of the phone system was estimated at \$1.0 million. Mr. Reed responded that this cost would be for the telephone system along with the switches in the Region I and WTHS Projects and include installation.

Mr. Miller noted the Brinjac proposal and asked whether there would be value in engaging the firm to formulate the future of the District. Mr. Gretton indicated that it would be nice to have this perspective, but unfortunately, their proposal would take additional time that the Administration did not feel was available at this time.

Ms. Huf asked if the system would be totally replaced in time or if there would be a combination of new and old systems. Mr. Gretton responded that the system changeover will be entirely new because there is a need to upgrade equipment to handle the 1G system versus the 100Mg system. Mr. Reed indicated that the system will be new but that some of the elements will be installed at a later time and as the new facilities are prepared.

Mr. Hartline requested that the dollar value of the schools under construction be placed in the budgets of the projects rather than through the Capital Projects Fund. He indicated that this was a Finance Committee Meeting discussion. Mr. Hartline expressed concern for equipping buildings that would be closed. Mr. Reed responded that the intent was not to equip the elementary schools that would be closed and currently these schools do not have telephones in classrooms. The common equipment will be utilized but the telephone sets will only be purchased as the buildings are complete.

Mr. Miller would like to know that the intent was to go to Cisco systems or would there be competition for the equipment. Mr. Gretton indicated that the bid would be placed with Cisco as the standard and other equipment to be equal, if that was available. Mr. Hartline asked that the Administration look ahead to determine what the equipment will be needed to accommodate demands.

It was moved by Ms. Huf and seconded by Mr. Hezel to forward the recommendation to the full Board for the Administration to generate a bid for telephone and technology services for consideration by the full Board. Ms. Driban asked that this include the technology be included to connect the Board to the public. Motion carried 3-0-0.

Region I and Region II Addendums

Mr. Gretton explained that the Board had approved the original contract with McMahon for traffic planning services at the Region I and Region II Schools and that these addendums were additional work required by PennDoT to complete the approvals for the project. Ms. Driban noted that there was a verbal approval provided for this work, and in response to Ms. Huf's question, Ms. Driban responded that these were similar to change orders based upon the contract approved by the Board. Mr. Hezel made a motion to provide these to the full Board for approval. Ms. Huf seconded the motion. Motion carried 3-0-0.

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WTHS Movement of Materials

Mr. Gretton explained that a bid had been sent out for the movement of Library/ Classroom materials at the William Tennent High School as well as a separate bid for the movement of Science Chemicals and glass. The recommended contracts are to the low bidders in each instance, and the low bidder has experience with moving school materials.

Mr. Gretton explained that only two firms had responded to his request to create a bid document for the sound system at the High School. He had contacted an architect who referred him to the Metropolitan Acoustics and IMS, Inc. had been recommended by the High School Administration. He recommended the Board consider the contract to Metropolitan Acoustics in order to assure that the auditorium has quality sound systems installed. Ms. Huf praised the effort and looked forward to the time she could hear the fine performances of students in the newly refurbished auditorium.

Mr. Hezel's motion to approve that the above contracts be placed on the Board agenda was seconded by Ms. Huf. Motion carried 3-0-0.

Transportation to Early Childhood Centers

Mr. Robinson explained that with the movement of district boundaries there was less opportunity for parents to have access to child care centers within the Region III area. His request was that the Board consider allowing the inclusion of two centers located at the edge of Region II, to be options for parents residing in Region III.

WTHS Late Bus Runs

Mr. Robinson reported that there was no baseline data to report on the use of the buses for the late runs. He indicated that students were utilizing the buses offered. Mr. Gretton indicated that the high school administration had been asked about the use of buses and they indicated that the students were adapting to the schedules and had not received any negative comments on those needing services.

PlanCon G for Regions I and Region III Schools

Mr. Preston explained the need for these forms to be considered for approval by the Board. These forms relate the latest information to the DOE on the financial status of the projects, following the receipt of bids and projects with change orders.

PlanCon F for Region II Elementary School

Mr. Preston explained that this form was necessary to inform the DOE that the project was out to bid and would provide the state with information in the event there were additional addendums during the bid process.

Mr. Hezel made a motion that was seconded by Ms. Huf to forward the PlanCon G and PlanCon F forms to the full Board for approval. Motion carried 3-0-0.

William Tennent High School Update

Mr. Brennan reviewed the change orders at the WTHS project. CM #125, #143, #191, #192, #200, #201, #204, and #205 were explained. He indicated that the contingency fund now exceeded the original budget and part of that is based upon the building of the Planetarium which was 41% of the contingency.

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Ms. Driban asked if these should be approved based upon the budget and where we stood in the study of the approved change orders. Mr. Gretton indicated that a meeting had been held that afternoon and that a response was due from Burt Hill in two weeks.

Ms. Mueller was pleased that the Administration was looking into the change orders, but Burt Hill has been good to work with through this process. She noted that the Board was aware of the change order for the planetarium, which amounted to \$1 million, and that the overrun will not be a surprise to the Board.

Mr. Hezel made a motion seconded by Ms. Huf to recommend the Change Orders to the Board. Motion carried 3-0-0.

Mr. Brennan continued to review the WTHS project and provided information on the progress at the auditorium and indicated the area accessing this space would not be available for graduation. He showed photos of several areas of the school as they have progressed.

Mr. Hezel asked about the demolition of the old school. Mr. Brennan reported that the plan was to start in mid-July at the area nearest to the planetarium, and the area will be totally fenced-in and not accessible to the students. Ms. Driban asked about the schedule with the planetarium included. Mr. Brennan indicated that the facility was to be finished by September 1, 2011. Ms. Huf expressed her support for the planetarium project as part of the history of the District.

Mr. Miller reported that the neighbors of the Region I school praised the efforts of the demolition crew of the building.

Region III

Mr. Brennan explained the change order for Region III, and noted the substantive enrichment of the brick masonry which had some unforeseen conditions. Ms. Driban asked about if the pre-approved change orders were part of the review with Burt Hill and was especially concerned about the issues that were code applications.

A motion by Mr. Hezel that was seconded by Ms. Huf to recommend the change orders for Region III to the full Board. Motion carried 3-0-0.

Mr. Brennan continued his report on Region III and how the schedule has changed and how the work in the summer will progress. He indicated that several of the contractors would be working a second shift in late May to maintain the schedule for the project. Mr. Brennan showed photos of the progress of the project.

Region I

Mr. Preston indicated that the Upper Southampton Supervisors had approved the Region I project and that the contracts were ready to be signed. He indicated that one of the keys to the PlanCon process was to have all of the approvals in place, and it appears that only one issue remains. The pre-construction meeting was held on April 5th and the contractors are ready to begin.

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Region II submissions have been made and the current plan is to review with the Township by early May and finalize documents to send out bids by the end of May or early June.

Mr. Miller asked if there would be a groundbreaking for Region I. Dr. Foight-Cressman indicated that this would be scheduled. Mr. Hezel emphasized the need for the construction to be right because the building will be a community fixture for many years to come.

Mr. Schaffer disputed the vote approval at the Upper Southampton Board of Supervisors. He noted that the PennDoT approval was the issue and the fine presentation by Counsel as well as the Architect helped salvage the issue.

PennDoT Right-of-Way Region I

Mr. Gretton explained that this was the transfer of a small amount of frontage to allow the widening of the road to access the Region I School. He indicated that this was the last approval needed prior to issuing the contracts. Ms. Huf asked about the value of the land, but Mr. Gretton indicated this was a transfer of the land without payment. It was moved by Ms. Huf and seconded by Mr. Hezel to move this item to the full Board. Motion carried 3-0-0.

Property Survey – Region I

Mr. Gretton indicated that this was needed to identify the exact boundaries of the property. It was moved by Mr. Hezel and seconded by Ms. Huf to move this item to the full Board. Motion carried 3-0-0.

Burt Hill/Stantec Merger

Mr. Pillar reported that the Burt Hill Architects had merged with Stantec and that the company had not been seeking a partner, but this opportunity was presented to provide services to the clients. The new name will be Stantec alone, but nothing will change with the current operation and services.

Ms. Driban noted that the next meeting of the Operations Committee is scheduled for 7:00 p.m. on May 11, 2011 which is the second Wednesday in May.

Adjournment:

Moved by Ms. Huf and seconded by Mr. Hezel to adjourn the meeting. All in favor. Motion carried 3-0-0. The meeting was adjourned at 8:43 p.m.

Respectfully submitted,

William R. Gretton III
Assistant to the Superintendent