

OPERATIONS COMMITTEE
MINUTES
Wednesday, April 2, 2014

IN ATTENDANCE: Committee Chair Kati Driban; members Dr. Andrew Pollock; Mark B. Miller, alternate Mrs. Lynch was absent

BOARD MEMBERS: Michael Hartline

STAFF: Dr. Joyce Mundy; Christopher M. Berdnik; Isie Franklin; Allison Kuchler; Colleen Cerino; Michelle Lockett

PUBLIC: Paul Rokuskie

CALL TO ORDER:

Ms. Driban called the Operations Committee meeting to order at 7:30 p.m.

MINUTES

Dr. Pollock made a motion to approve the minutes of March 5, 2014, Mr. Miller seconded. Motion carried 3-0-0.

FACILITIES

a. Cooling Coil Replacement RFP No. 2014-35

Mr. Berdnik explained that the pricing received started at nearly \$15,000 for an air handler that will need to be replaced at the end of the school year, pending design and bid of the project. Administration is seeking multiple quotations for the rental or purchase of portable, commercial air conditioning units.

Ms. Driban asked for a motion to have Administration look for other options and if another option is found, sending the bids to full Board to reject. Dr. Pollock made the motion, Mr. Miller seconded. Motion carried 3-0-0.

b. Radon Test Results

- i. Davis Elementary School
- ii. McDonald Elementary School
- iii. Transportation Depot
- iv. William Tennent High School
- v. Willow Dale Elementary School

Mr. Berdnik stated that the radon testing, approved by the Board in December, received for Davis, McDonald, Transportation, and Willow Dale was at acceptable levels. There was one room in the maintenance area at the lowest point of the

building at William Tennent that was at an elevated level. The District's engineer of record will work to develop a remediation strategy and bid documents for Tennent.

c. Window Washing Quote 14-013

Mr. Berdnik reviewed the quotes to wash all exterior windows in schools and the administration building. Dr. Pollock made a motion to move to the full Board recommending award to Bright Horizons Window Cleaning, Mr. Miller seconded. Motion carried 3-0-0.

TECHNOLOGY

a. IEP Writing/Case Management Software RFP 2014-29

Mr. Berdnik explained the process the District used to evaluate the quotes received for the IEP Writing/Case Management Software.

Ms. Driban asked if choosing Maximus – Tienet is contingent on staying with Skyward. Mr. Berdnik stated that is was not, Tienet would work with other systems. Dr. Pollock asked why the other vendors which were lower were not considered. Mr. Berdnik stated that the cost was 20% of the criteria for choosing a vendor.

Dr. Pollock made a motion to move Maximus to the full Board for the IEP Writing/Case Management Software, Mr. Miller seconded. Motion carried 3-0-0.

b. Board Room Audio Enhancement Bid 2014-30

Mr. Berdnik reviewed the submissions for Board Room Audio Enhancements and recommending award to the lowest responsible bidder, Sage Technology Solutions in the amount of \$21,157.00. Mr. Berdnik explained that all components would be portable should the district relocate from the Administration building. Dr. Pollock made the motion to move to the full Board the award to Sage Technology Solutions for Board Room Audio Enhancement, Mr. Miller seconded. Motion carried 3-0-0.

ADJOURNMENT

Dr. Pollock made a motion to adjourn the Operations Committee meeting, Mr. Miller seconded. Motion carried 3-0-0.

Ms. Driban adjourned the meeting at 8:00 p.m.

Respectfully submitted,

Christopher M. Berdnik
Business Administrator

READ AT HOME

- a. Capital Reserve Fund Plan of Finance Update
- b. End User Technology Refresh Ecosystem

Next Meeting May 14, 2014 at 7:30 p.m.