

NORTHERN TIOGA SCHOOL DISTRICT

110 Ellison Road
Elkland, PA 16920

Minutes – Buildings & Grounds Committee Meeting
February 7, 2022

The Northern Tioga School District Buildings & Grounds Committee met for a committee meeting in the Board Room at 110 Ellison Road, Elkland, PA 16920. The meeting was called to order by Superintendent Barnes at 6:00 PM.

Board Committee Members in attendance: Kim Strauser (in place of Ed Bonham), Greg Cummings, and Jean Kohut.

Administrators Present: Superintendent Barnes, Jeremy Freeman, Kris Kaufman, and Kathy VanSchaick.

Potential Air Quality Improvement Project

Committee members discussed progress on the potential air quality improvement project that would involve updating HVAC systems in classrooms throughout the district. Committee members reviewed a contract from McClure with whom they are considering partnering for the project. Jean Kohut asked if the project will be put out to bid. Jeremy Freeman, Supervisor of Buildings & Grounds, stated that an RFP would be published if the district decides to proceed with the project. Jean asked if the older boiler systems in some of our schools will be able to handle the new systems and wondered why the R.B. Walter Elementary/Williamson High School complex will be updated first. Jeremy stated that the heat load will be the same and that they should function fine. Since the R.B. Walter Elementary/Williamson High School complex is the largest, the grant money available for this project would be used towards upgrades at those schools. The district will do the upgrades utilizing grant money first to ensure that the money is used by the grant deadline. Jeremy stated that there are different equipment and installation options available depending on the building including ceiling and rooftop units.

Chris Lantz, District Solicitor, asked for the estimated cost of the project. Jeremy stated that the estimated total is \$7.4 million. Kathy VanSchaick, Business Manager, noted that a combination of grant money, capital reserve funds, and borrowing could be used. Chris noted that McClure does their projects through the Energy Savings Act. There is no actual bidding process. He noted that McClure has done well with Energy Savings. Greg Cummings stated that he feels a timeline for the project needs to be included in the contract. Chris said he has reviewed the contract and has some items to be added including a timeline, payment schedule, certification that McClure is meeting requirements of the Energy Savings Act, and clearance requirements. Jean asked who puts out the RFP and wondered why we are reviewing a contract from McClure if an RFP has not been put out yet. Chris stated that the district will put out the RFP. He noted that the RFP is just to hire an Energy Savings Company and is not for the project itself. Contract language would not be negotiated with McClure until after the RFP is published. Chris said the board's decision about proceeding with the project as they have discussed depends on whether the board wants to enter into an Energy Savings Contract. Dr. Barnes stated that the district has historically had concerns with Energy Savings. Greg noted that the district has not been completely happy with the results of a traditional bidding process either.

Jean asked if McClure can complete the R.B. Walter Elementary/Williamson High School portion of the project by the grant deadline of September 2024 and wondered when work in the remaining buildings would be completed. Chris stated that this deadline would be added to the contract. Jeremy noted that

the remaining buildings would be completed after the R.B. Walter Elementary/Williamson High School complex is complete.

Jeremy stated that McClure was recommended to him by colleagues in other districts. Overall, the response has been that other districts are happy with McClure. Jeremy provided the project timeline for the next few months. Committee members agreed that they would like a contract presented to the board no later than the June meeting. Kim Strauser reminded Jeremy that the district needs to keep up with cleaning and changing our current air filters. Committee members also requested that Jeremy provide them with the total number of classrooms that will have new systems installed.

CVHS Bathroom Renovation Project

Kathy VanSchaick stated that the district met with Larry Foor, contractor, on the Cowanesque Valley High School bathroom renovations. They have a proposed schedule to complete the project this summer. Chris Lantz is currently reviewing the AIA document for this project so it can be presented to the board at the February meeting. Larry Foor is requesting permission to start working on schematic designs for the project this week, before the AIA document is approved. Chris and committee members agreed that he can start this work now but that it is at his own risk if the AIA document is not approved.

Remaining Building Automation Project Funds

Kathy VanSchaick stated that the building automation project completed by NRG was funded out of the capital reserve. There are funds remaining from the project. Jeremy would like to use these funds for a few projects on the 5-year plan. This includes a video intercom for the Williamson and Cowanesque Valley High School kitchens, programming for intercoms at Williamson and Cowanesque Valley High School, and paying for door actuators that were installed at Cowanesque Valley High School. These projects would total \$810.00 more than the remaining funds. The \$810.00 would come out of the general fund.

The meeting adjourned at 7:45 PM.

Alyson Yerrick
Board Secretary