

BIG SPRING SCHOOL DISTRICT

Newville, Pennsylvania

BUILDINGS AND PROPERTY COMMITTEE MEETING MINUTES

MONDAY, APRIL 3, 2017

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I. CALL TO ORDER

The Buildings and Property Committee of the Board of School Directors for the Big Spring School District met in the Large Group Room, Room 140, of the Big Spring High School at 6:32 P.M. with Robert Barrick, Chairperson, presiding. Six (6) directors present: Robert Lee Barrick, Committee Chairperson; William Swanson, Committee Member; Wilbur Wolf, Jr, ex-officio Committee Member; Todd Deihl, Board Member; William Piper, Committee Member; and David Gutshall, Committee Member.

Richard Roush, Committee Member, was absent.

Others in attendance: Richard W. Fry, Superintendent; Kevin Roberts, Assistant Superintendent; Richard Kerr, Business Manager; Sam Sheeler, and Brenda Line, Board Minutes.

II. DISCUSSION ITEMS

Mr. Kerr offered a PowerPoint presentation entitled "Buildings& Property Meeting, 17 04 03." Please refer to the attached document: [04-03-2017 BP Presentation.pdf](#).

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II. DISCUSSION ITEMS(Continued)

- A. FSMC RFP** – The full proposals for each company were provided to Board members through Internet links. Please refer to Page 2 of the attached document.

Mr. Kerr reviewed the FSMC RFP process, and the following items were noted in response to Committee members' questions:

1. The comprehensive food service RFP must be completed every five years.
2. The contract may be renewed or opted out annually.
3. Nutrition and Chartwells both submitted bids, with Chartwells as the clear winner.
4. Chartwells includes a full-time chef on-site.
5. The detailed evaluation form was created by Big Spring School District and approved by the State.
6. Dr. Fry reported that Mr. Kanc noted in an email today that, considering past performance and a dedicated chef, Mr. Kanc fully supports Chartwells. Mr. Kanc thanked the Board for the opportunity to serve on the food service selection committee.
7. Mr. Kerr added that Chartwells has a good track record at Big Spring, and he noted that hiring any other food service company would be a huge risk for the District.
8. Dr. Fry and Mr. Kerr commended Ms. Michelle Morgan for doing a "fabulous job" ensuring that Big Spring's food service program is excellent.

- B. Track and Field Progress** - Please refer to Page 2 of the attached document.

The Band Boosters wish to install lights at the track, and they are seeking cost estimates. Also, a new electric service pole is required 50 feet from the existing pole.

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II. DISCUSSION ITEMS(Continued)

C. Middle School Floor Quotes

Please refer to Page 3 of the attached document. The following additional items were noted:

1. S&S Flooring has submitted the winning bid in the amount of \$80,600 (\$9.95 per square foot) for complete installation of a Robbins Bio Cushion-type maple gym floor system consisting of 6-mil vapor barrier, 2 layers of 7/16" OSB plywood and 25/32" third grade or better maple flooring. This project will be an action item at the April 24, 2017 Board meeting.
2. The bleachers and backboard must be raised two inches because the new floor will be installed on top of the existing floor.
3. After the new floor is installed, the District's four-person lift will not fit in the gymnasium without removing the cage. The weight of the lift and the cage issue may lead to the purchase of a two-person lift that would be used in the other gymnasiums in the District.
4. Removal of the existing floor would have increased the cost of the project to approximately \$200,000.

D. Middle School Roof Update - Please refer to Page 3 of the attached document.

1. District representatives have conducted the first meeting with the middle school roofing contractor, JM Young & Sons.
2. The construction crew will mobilize on June 5, 2017, to install the Carlisle roof and will complete the project this summer, weather permitting.
3. Mr. Gilliam selected white cap.
4. Cranes are unnecessary for the project.
5. The middle school will be completely closed to the administration this summer.

E. Newville Elementary School Floor Asbestos Abatement - Please refer to Page 4 of the attached document.

1. The Newville Elementary School floor asbestos abatement project is slated to begin on June 12, 2017, and is estimated to take 6 to 8 weeks to complete. The school will be closed to administration during the project.
2. Teachers must pack up all materials.
3. Anything that stays in the classroom must be placed in watertight containers to avoid damage.
4. Window and fascia asbestos abatement at Newville Elementary School is planned for the summer of 2018.

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II. DISCUSSION ITEMS (Continued)

F. Mowing Bids – Please refer to Page 4 of the attached document.

1. G2 Commercial was the winner of the three mowing bids submitted.
2. A 10 percent performance bond is required to ensure adequate service and quality.
3. Board approval of a two-year mowing contract will be required during this evening's regular Board meeting.

G. PennDOT Grant – Please refer to Page 5 of the attached document.

1. The PennDOT grant process is moving forward. The District is at the mercy of the State now.
2. The attached document outlines the details for signs to be erected for the project at the intersection of Lefever Road and Mount Rock Road.
3. If prices are too high, all bids could be rejected.
4. West Pennsboro Township was required to assume all responsibility for the project because the State apparently does not trust school districts.
5. Big Spring will be responsible for signs. This responsibility varies among school districts, but Big Spring has been responsible for road signage near the schools historically.

H. Honeywell EBI Add-ons – Please refer to Page 6 of the attached document.

There is no administrative recommendation at this time.

I. Bond Results – Please refer to Pages 6 and 7 of the attached document.

The bond sale went well with rates ranging from 0.9 percent to 5 percent. These bonds support the District's debt service, including the projected bond for Mount Rock Elementary School in 2022.

J. MySchoolBucks Agreement – Please refer to Page 7 of the attached document.

The MySchoolBucks agreement provides the convenience of online payment of not only lunches but tickets, fees, and device insurance. The processing fee for lunch transactions remains a flat \$1.95 per payment, regardless of the amount of the payment; however, all other online payments will be assessed a 3.95 percent fee.

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II. DISCUSSION ITEMS(Continued)

- K. Budget 20217-2018 Updates** – Please refer to Page 8 of the attached document.
1. The 2017-2018 budget totals \$49,512,184, and there is a deficit of \$104,611.
 2. The preliminary budget will be included on the April 24, 2017 Board meeting agenda as an action item, with final approval slated for June 5, 2017.
 3. Mr. Kerr noted that healthcare premiums decreased 6 percent for the 2016-2017 school term and decreased 6 percent for the 2017-2018 school term as well, and he added that this is “very unusual.”

III. ADJOURNMENT

The meeting was adjourned at 7:02 P.M.

Robert Lee Barrick, Chairperson