

Support Services Committee
March 26, 2018
6:00 P.M.
Location: Educational Services Center
DRAFT MINUTES

Support Services Members Present: Tina Stoll, Mark Warren

Others Present: Scott Kennedy, Dr. Curt Dietrich, Steve Skrocki, Bob Lanetti, Elaine Lawrie, Terry Prykowski

- I. Ms. Stoll called the meeting to order at 6:00 p.m.
- II. Public Comments - None
- III. The minutes of the February 26, 2018 meeting were approved.
- IV. Items recommended for work session/action meeting
 - A. Credit Change Order – North Penn High School Turf Field: Scott Kennedy presented a credit change order for the turf field at the high school. The change order (\$1,500.00) was for site remediation that was not needed. The committee agreed to move this item forward to the Board Action Agenda.
 - B. The committee reviewed proposals for the next phase of security camera upgrades. This phase includes upgrades at Bridle Path ES, Gwynedd Square ES, Walton Farm ES, Northbridge School, Support Services Center and Transportation. Mr. Skrocki shared that the funds, for the camera upgrades, would come from capital reserve fund. The committee agreed to move this item forward to the Board Action Agenda.
 - C. New Large Area Mower – Scott Kennedy reviewed the need for a new large area mower. The district currently has a 16-foot mower that is 10 years old and an 11-foot mower that is 16 years old. The 11-foot mower needs \$10,000 in repairs. We are recommending to purchase a new mower rather than invest in a 16 year old machine. Mr. Kennedy shared the estimate (\$45,728.52) that includes old equipment trade-in credits. The committee agreed to move this item forward to the Board Action Agenda.
 - D. Steve Skrocki confirmed that the funds for the Stadium Variance and High School PA system would come from the Capital Reserve Fund.
- V. Informational Items:
 - A. Architectural RFP Update – (12) Architectural firms responded to our RFP. Steve Skrocki and Scott Kennedy are currently reviewing and scoring the responses. First round interviews will be conducted in early April and finalists will be brought to the board for formal presentations and interviews in late April.
 - B. Air Conditioning Project Updates – Oak Park ES and Gwyn-Nor ES: These two air conditioning projects were awarded at the December 2017 School Board meeting. The following activity has occurred since the project was awarded:
 - Contracts were completed and signed by all of the contractors

- Bonds & Insurance forms have been submitted to NPSD
- Equipment submittals were made to our design professional and approved
- Equipment has been ordered by the contractors
- The contractors submitted their schedule of values for our review
- A preliminary schedule has been created for each project
- Permit applications have been submitted to the local municipalities
- Contractors have been completing site visits on days when school is not in session to confirm measurements, review existing piping/electrical conditions, etc.

VI. Summary of items to be moved to Work Session and/or Action:

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VII. Adjournment: The meeting adjourned at 6:25 P.M.

**Next scheduled Support Services Committee meeting:
Monday, April 30, 2018, 6:00 PM at the ESC**