## CLIENT:North Shore CSDPROJECT:Steering Committee Meeting MinutesDate:Tuesday, April 16, 2019

| Subject:                       | Construction Steering Committee Meeting  |             | ATTENDEES:   |
|--------------------------------|--|-------------|--|
|                                |  |             | North Shore CSD  |
| MTG. INITIATED BY:<br>PURPOSE: | North Shore CSD / BOE / C S Arch / Savin Engineers / Construction Program Solutions<br>To Discuss all open or new business                                   |             | Dr. Peter Giarrizzo (PG)<br>Ms. Olivia Buatsi (OB)<br>Mr. John Hall (JH) |
|                                |  |             | North Shore Board of Education   |
| PREVIOUS MEETING               | <b>DATE:</b> Tuesday, March 12, 2019   | $\boxtimes$ | Ms. Sara Jones (SJ)<br>Mr. David Ludmar (DL)<br>Ms. Marianne Russo (MR)  |
|                                |  |             | CSArch   |
|                                |  | $\boxtimes$ | Mr. Daryl Mastracci (DM)<br>Ms. Tina Mesiti-Ceas                         |
|                                |  |             | Savin Engineers. PC  |
| GENERAL NOTES:                 |  |             | Mr. Robert J. Firneis (RF)<br>Mr. Frank A. Szatkowski (FAS)              |
|                                | sents our understanding of the items discussed. All participants are requested to and notify our office, in writing, of any errors or omissions. The meeting |             | Construction Program Solutions   |
|                                | ided in bold italic text under 'Design Approval/Notes'.  | $\boxtimes$ | Mr. Stuart Schiller (SS)   |
|                                |  |             |  |
|                                |  |             |  |
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| Date: Tuesday, April 16, 2019                      |                              |          |  |  |
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| Subject  | Date of<br>Origin            | Action   | Items  |  |
| Victorian House                                    | Feb. 14, 2017                | District | <ol> <li>Program needs and interest in program has diminished since the inception of the Victorian House as a TV<br/>Studio. Future use of Victorian House (In the long term) will be considered in the Bond Process. (rev<br/>04.16.2019)</li> </ol>  |  |
| Capital<br>Construction<br>Projects                | Mar. 22, 2016<br>May 3, 2016 | District | <ol> <li>High School Mansard: Discovered conditions have been reviewed and BOE to approve change orders.<br/>Milcon installed wrong color panels at mechanical penthouses. Milcon to provide new color replacement<br/>panels. BBS recommended to District to contact VHB for color change. Sierra Tan &amp; Beige to be selected.<br/>Project currently in punch list phase. Milcon states that Mapes is backing away from replacement panels and<br/>wants to paint the panels. BBS and District do not agree to paint the panels. BBS recommends skinning the<br/>panels as the only alternative to replacement.<br/>Savin will draft and email for review, that requests an extended warranty on the panels.</li> <li>Warranty issue has been resolved and Milcon was informed that committee wants the work scheduled in<br/>warmer weather. (rev 1.22.2019)</li> <li>FAS indicates that work shall be scheduled to occur during spring break 2019. JH sent email to Scott Miller<br/>(Milcon) and has not received a response. JH also sent e-mail to F&amp;F with regards to Milcon change order<br/>negotiations, no response. JH and PG to contact James to receive response. (Rev. 03.12.2019)</li> <li>Milcon is scheduled to install the overlays during the spring break recess, week of April 22<sup>nd</sup>. No word<br/>from Milcon with regards to the soffit framing change order (rev 04.16.2019)</li> </ol> |  |
| Capital<br>Construction<br>Projects<br>(Continued) |                              |          | <ol> <li>High School Entry: BBS plan has been revised and accepted by District. Project estimate is around \$71,000. The PTO requested a copy of the updated plan. District to move forward with concrete walkway, removal of bushes and extending sidewalk/ irrigation. Project on hold. Stu Schiller will revise estimate to only include bush removal and sidewalk installation. Dr. Giarrizzo would like the balance of the project to be budgeted in the 19-20 Budget.<br/>Revised estimate \$16,000 for walkway and bush removal, full scope \$75,000.</li> <li>19/20 budget has \$85,000, possibly donation from PTO. See new business item 3 for additional information. (rev 1.22.2019)</li> </ol>  |  |

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| Date of<br>Origin                | Action                           | Items   |
|----------------------------------|----------------------------------|---|
|                                  |                                  |   |
|                                  |                                  | PG to review with PTO to see if there is support for the proposed signage. PG indicated that CSArch can get involved to review current BBS design. (Rev. 03.12.2019)  |
|                                  |                                  | Budgeted in 2019/20 budget. (rev 04.16.2019)  |
| Apr. 25, 2017                    | District                         | <ol> <li>Technology Director Elliot Kaye presented his plan for completing a phased DW replacement of the network<br/>cabling in each building. Using the district's smart bond funds. District will include funding to rewire GH,GWL<br/>&amp; MS in the 19-20 budget. Smart bond funding is approved.</li> </ol>                        |
|                                  |                                  | Investigation is in progress, installation planned for February break.(rev 1.22.2019)   |
|                                  |                                  | JH reached out to Elliot Kaye. Wire installation was at 25% complete with contractors working every night. (Rev. 03.12.2019)  |
|                                  |                                  | Sea Cliff School is complete, switch over during the summer. High School in progress 10-15%. (rev 04.16.2019  |
| Oct. 30, 2018                    | BBS                              | 4. MS Electric Service Replacement: Project funding was approved in 18-19 Budget. BBS completed design<br>and is ready for SED submission. District to provide copy of SEQRA Resolution extract of minutes. Project<br>will be submitted for third party review   |
|                                  |                                  | SED is in the process of reviewing the project, SED website stated addendum required. (rev 1.22.2019)   |
|                                  |                                  | Project is approved by NYSED and out for bidding on 03/13/2019, Bid Opening on 04/02/2019. (Rev. 03.12.2019)  |
|                                  |                                  | The project was bid and awarded to Hinck Electric. A construction kickoff meeting will be held when all remaining projects are awarded. (rev $04.16.2019$ )   |
| Oct. 30, 2018 /<br>Dec. 11, 2018 | BBS                              | <ol> <li>HS Duct work replacement: Project funding was approved in 18-19 budget. BBS working on design. Ceiling<br/>sample board dated 6/5/18 was approved by Steering Committee at the 9/18/18 meeting. Armstrong<br/>Woodworks Linier Veneered Panel ceiling system was approved at 9/18/18 meeting. Color TBD. Project will</li> </ol> |
|                                  | Oct. 30, 2018<br>Oct. 30, 2018 / | Oct. 30, 2018 /   |

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| Date:                                    | Tuesday, Ap       | 19       |   |
|--|-------------------|----------|---|
| Subject                                  | Date of<br>Origin | Action   | Items   |
|  |                   |          | be done in conjunction with Capital Reserve Ceiling Project HS Cafeteria ceiling product was provided to John Hall by BBS. (rev 12.11.2018) see Capital Reserve item #2.  |
|  |                   |          | Balance of projects have been submitted to SED and accepted. Next step is to request independent review of the projects. (rev 1.22.2019)  |
|  |                   |          | JH indicates that the 3 <sup>rd</sup> party review for this project is in final stages. (Rev. 03/12/2019)   |
|  |                   |          | Project have received SED approval and are presently out to bid. Bids are Due April 30 <sup>th</sup> @ 11am (rev 04.16.2019)  |
| Alternative<br>Energy /<br>Photovoltaics | Apr. 12, 2011     | District | <ol> <li>District directed BBS to start drafting the RFP for an EPC. District sent BBS all info needed to input within<br/>RFP and forwarded to the district's attorney. Comments have been received by District attorney, Frazer &amp;<br/>Feldman. BBS revised as per attorney comments. EPC is on hold.</li> </ol>   |
|  |                   |          | EPC will be reviewed with the new Bond study. (Rev. 1.22.2019)  |
|  |                   |          | MR questioned, why were recently installed univents at several schools installed without A/C? How do we justify this to the School District if questions come up? JH indicated that this did not come up during the discussions when planning the univent replacement years ago. OB questioned if the univents could be retrofitted. DM indicated no and this also was not part of the discussions. DM to meet with JH after this meeting in regards to EPC and air conditioning. (Rev. 03/12/2019) |
|  |                   |          | Proposals for EPC have been received from three companies, Noresco, Ecosystems and Honeywell.<br>Approximately 4-6 mil. CS Arch is in the process of reviewing the Proposals. (rev 04.16.2019)  |
| Bond<br>Referendum<br>(Future)           | Mar. 22, 2016     | District | <ol> <li>District vote to take place in Fall 2019. Bond to be around \$20 - \$30 Million, but subject to final scope of work<br/>that is selected. Architect and CM RFP's have been reviewed by district. A separate Bond Steering<br/>Committee was established to move this process along.</li> </ol>   |
|  |                   |          | Surveys are being issued next week. Next bond steering committee meeting is February 6 <sup>th</sup> . (rev 1.22.2019)  |
|  |                   |          | MR concerned that SS is estimating without a clear scope of work. Bond Steering Committee Meeting are<br>"chipping" away at scope, PG reviewing. CSArch to provide options for review. PG indicates that all options  |

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| Subject                     | Tuesday, Ap  | Action | Items   |
|-----------------------------|--------------|--------|---|
|                             | Origin       |        |   |
|                             |              |        | should be scoped and priced to review and cut where required and show the school district where cuts occurred. (Rev. 03.12.2019)  |
|                             |              |        | Review of preliminary estimate for the project scope. Further review is required and breakdown of estimates to specific scoping. (rev 04.16.2019)   |
| Capital Reserve<br>(Future) | Dec. 1, 2015 | Savin  | <ol> <li>District has noted that after fund balance calculations are complete, there is \$3.4 million for Capital Reserve<br/>projects. These funds will be used to air condition large spaces in each building. BBS is moving forward with<br/>design, and completing SED submission package to go up to SED at the end of Nov. 2018. John Hall<br/>requested copies of drawings to review.</li> </ol>   |
|                             |              |        | Bob Firneis requested copy of the General Conditions to review. (rev 12.11.2018)  |
|                             |              |        | General Conditions provided to Robert Firneis for review on 03/11/2019. Review in progress, comments to follow. (Rev. 03.12.2019)   |
|                             |              |        | General Conditions were finalized. (rev 04.16.2019)   |
|                             | Aug. 1, 2017 | Savin  | 2. At the H.S., it has been observed that the cafeteria ceiling is significantly deteriorated and should be replaced.<br>Work will be completed with Capital Reserve and general funding. BBS is moving forward with design, and<br>completing SED submission package to go up to SED at the end of Nov. 2018 Ceiling sample board dated<br>6/5/18 was approved by Steering Committee at the 9/18/18 meeting. Armstrong Woodworks Linier Veneered<br>Panel ceiling system was approved at 9/18/18 meeting. Color TBD. |
|                             |              |        | Project will be done in conjunction with Capital Reserve Ceiling Project (rev 10.30.2018)   |
|                             |              |        | JH / PG requests that Robert Firneis look into possibility to Bid this project now so it can be worked on this summer 2019. (Rev. 03.12.2019)   |
|                             |              |        | Project is out to bid, bids due April 30 <sup>th</sup> @ 11am. Colors for ceiling and painting in review. (rev 04.16.2019)  |
| Repair Reserve<br>Projects  |              |        | 1.  |

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| Date: Tuesday, April 16, 2019 |                               |          |  |  |
|-------------------------------|-------------------------------|----------|--|--|
| Subject                       | Date of<br>Origin             | Action   | Items  |  |
| Viking Foundation             | Dec. 1, 2015                  | District | <ol> <li>Foundation is interested in supporting the development of a Science, Technology, Engineering and<br/>Mathematics classroom at each school. Fundraising goal of \$1.6 mil. For 'Classrooms of the Future.'</li> <li>Olivia requested lists from the department heads and is also working with Rob on a list of items for the<br/>Victorian House. (Rev. 10.30.18)</li> <li>OB indicated no change. (Rev. 03.12.2019)</li> </ol>  |  |
| New Business /<br>Other       | June 20, 2017<br>Jan. 9, 2018 | District | <ol> <li>Blisters were identified on track surface. Suspect cause is from oil leaks that are now pushing up the surface. Track warranty runs through Sept. 2020. District to have track representative view track twice a year. Copeland has repaired 23 areas. Track has now been subject to two years of repairs. District to contact attorney to discuss. Information was sent to attorney, follow up is needed. Atty is reviewing the warranty (12.11.2018)</li> <li>JH indicates that no issues have been reported recently and will review track at this time with coaching staff. It is expected that after the spring thaw (April/May) blister issues may occur again. MR indicates that if the track blisters again then the School District should alert F&amp;F immediately to take appropriate action against contractors Copeland and Landtek. (Rev. 03.12.2019)</li> <li>JH mentioned there are 46 spots of blisters. This is year 3 of the replacement track. District will contact Ron Tetelman to visit and review the site conditions. (rev 04.16.2019)</li> <li>District has received approval from committee to move forward on installation of char broilers at Glen Head, Glenwood and Sea Cliff Elementary Schools. Project on hold due to insufficient funds. Stu Schiller is working with BBS on a revised estimate for Glen Head. The addition of make-up air will impact cost. Cost is \$240/ 6ldg \$50,000 grant from Dormitory Authority, \$190,000 district cost. District will check if changing scope is possible</li> <li>Project scope is changing but will be for kitchen related items (rev 1.22.2019)</li> <li>OB indicates she is putting together options for the equipment and it is evolving. PG indicated to check list of kitchen related items. (Rev. 03.12.2019)</li> </ol> |  |
|                               |                               |          | The project scope is 3 compartment sink and misc kitchen items (rev 04.16.2019)  |  |

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Date: Tuesday, April 16, 2019

| Date:   | luesday, April 16, 2019       |          |  |  |  |
|---------|-------------------------------|----------|--|--|--|
| Subject | Date of<br>Origin             | Action   | Items  |  |  |
|         | Jan. 9, 2018<br>Dec. 11, 2018 | District | <ol> <li>In the recent past, PTO, boosters, and community members have brought to the attention of Dr. Giarrizzo the idea that they would like an electronic sign at the Entry of the High School. Steering Committee will bring electronic sign to the BOE.</li> <li>Installation should include conduits for power, data and irrigation. See Capital Projects #2 for additional information (Rev. 01.22.2019)</li> <li>Previous Steering committee / safety committee discussions indicated that conduit/power route should be considered near Victorian Building as this should not be at great cost. (Rev. 03.12.2019)</li> <li>A conduit for the future sign will be installed when the landscaping at entry is installed. (rev 04.16.2019)</li> <li>Transportation Facility Tour to be scheduled;</li> <li>Water issue</li> <li>Rising water</li> <li>Can road at rear by Global be used as an emergency exit for buses when there is a rising water issue?</li> <li>Review possibility of access</li> <li>Additional review by a civil engineer is required to determine the feasibility of the egress (Rev 1.22.2019)</li> </ol> |  |  |
|         | Jan. 22, 2019                 | District | <ul> <li>JH indicated that this issue would be very costly. PG requested if JH contacted a civil engineer. JH had not but will do so as soon as possible. (Rev. 03.12.2019)</li> <li>CS Arch had a civil engineer visit the site and sent a proposal \$6,000 for study. Committee agreed to not move forward with the proposal but to monitor the issue. (rev 04.16. 2019)</li> <li>There was an annual inspection at the HS kitchen by a new NCDH inspector and he cited the requirement for a triple compartment sink. An additional sink will need to be installed.</li> <li>JH Sink is being delivered today (3/12/19). It is our intent to install it over the April break. (Rev. 03.12.2019)</li> </ul>  |  |  |

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| Date:        | Tuesday, Ap       | ril 16, 20 | 6, 2019   |  |  |
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| Subject      | Date of<br>Origin | Action     | Items   |  |  |
|              | Mar. 12, 2019     | All        | See item 2 above (rev 04.16. 2019)<br>6. As a reminder April Break occurs between April 16 <sup>th</sup> and April 26 <sup>th</sup> this year.  |  |  |
|              | Apr 16, 2019      | AII        | 7. JH mentioned cracking at the tennis court surface was observed. This project was completed more than 2 years ago and is not covered by warranty. JH to have Ron Tetelman review when he visits the HS to review track. (new 04.6.2019) |  |  |
| Next Meeting |                   | All        | 1. Tuesday April 30th, 2019 at 9:00 a.m.  |  |  |

# North Shore Central School District