

CLIENT: North Shore CSD
PROJECT: Steering Committee Meeting Minutes
Date: Tuesday, October 8, 2019

Subject: Construction Steering Committee Meeting

MTG. INITIATED BY: North Shore CSD / BOE / C S Arch / Savin Engineers / Construction Program Solutions

PURPOSE: To Discuss all open or new business

PREVIOUS MEETING DATE: Tuesday, April 16, 2019

GENERAL NOTES:

The following represents our understanding of the items discussed. All participants are requested to review these items and notify our office, in writing, of any errors or omissions. The meeting comments are provided in bold italic text under 'Design Approval/Notes'.

- ATTENDEES:**
- North Shore CSD**
- Dr. Peter Giarrizzo (PG)
 - Ms. Olivia Buatsi (OB)
 - Mr. John Hall (JH)
 - Dr. Chris Zublionis (CZ)
- North Shore Board of Education**
- Ms. Sara Jones (SJ)
 - Mr. David Ludmar (DL)
 - Ms. Marianne Russo (MR)
- Architect**
- Mr. Daryl Mastracci (DM)
 - Ms. Tina Mesiti-Ceas (TM)
- Construction Managers**
- Mr. Robert J. Firneis (RF)
 - Mr. Frank A. Szatkowski (FAS)
 - Mr. Steve Spangler (SSP)
- Estimator**
- Mr. Stuart Schiller (SSH)
- Const. Steering Member**
- Mr. Max Buschfrers (MB)
 - MS. Joanne Liou (JL)

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Victorian House	Feb. 14, 2017	District	<p>1. Program needs and interest in program has diminished since the inception of the Victorian House as a TV Studio. Future use of Victorian House (In the long term) will be considered in the Bond Process. (Rev. 04.16.19) Brief discussion about future use for space. One option may be to use the space as a science research space, as current location is too small. More discussion is needed. (Rev. 10.08.2019)</p>
Capital Construction Projects	<p>Mar. 22, 2016</p> <p>May 3, 2016</p>	<p>BBS</p> <p>District</p>	<p>1. 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. Revised estimate \$16,000 for walkway and bush removal, full scope \$75,000.</p> <p>19/20 budget has \$85,000, possibly donation from PTO. See new business item 3 for additional information. (rev 1.22.2019)</p> <p>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)</p> <p>Budgeted in 2019/20 budget. (Rev. 04.16.2019)</p> <p>Two drafts of front entrance drawings received from CS Arch. JH has comments to send back. Final draft will be shared with Committee. (Rev. 10.08.2019)</p> <p>2. Technology Director Elliot Kaye presented his plan for completing a phased DW replacement of the network cabling in each building. Using the district's smart bond funds. District will include funding to rewire GH, GWL & MS in the 19-20 budget. Smart bond funding is approved.</p> <p>Investigation is in progress, installation planned for February break.(rev 1.22.2019)</p> <p>JH reached out to Elliot Kaye. Wire installation was at 25% complete with contractors working every night. (Rev. 03.12.2019)</p>
Capital Construction			

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Projects (Continued)	Apr. 25, 2017	District	<p>Sea Cliff School is complete, switch over during the summer. High School in progress 10-15%. (rev 04.16.2019)</p> <p>Sea Cliff & High School wiring complete, waiting for full switchover. Central Office wiring is 90% complete and contractor is moving to start Glenwood School (Rev. 10.8.19)</p> <p>3. HS Duct work replacement: Project funding was approved in 18-19 budget. BBS working on design. Ceiling sample board dated 6/5/18 was approved by Steering Committee at the 9/18/18 meeting. Armstrong Woodworks Linier Veneered Panel ceiling system was approved at 9/18/18 meeting. Color TBD. Project will 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.</p> <p>Balance of projects have been submitted to SED and accepted. Next step is to request independent review of the projects. (rev 1.22.2019)</p> <p>JH indicates that the 3rd party review for this project is in final stages. (Rev. 03/12/2019)</p> <p>Project have received SED approval and are presently out to bid. Bids are Due April 30th @ 11am (rev 04.16.2019)</p> <p>HS ceiling project and dust work project bid out in Spring 2019. No contractors bid at that time. Project will be re-packaged and put back out on the street. We are opening new bids on 11/6/19. (Rev. 10.08.2019)</p>

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Alternative Energy / Photovoltaics	Apr. 12, 2011	District	<p>1. District directed BBS to start drafting the RFP for an EPC. District sent BBS all info needed to input within RFP and forwarded to the district's attorney. Comments have been received by District attorney, Frazer & Feldman. BBS revised as per attorney comments. EPC is on hold.</p> <p>EPC will be reviewed with the new Bond study. (Rev. 1.22.2019)</p> <p>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 uninvent 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)</p> <p>Proposals for EPC have been received from three companies, Noresco, Ecosystems and Honeywell. Approximately 4-6 mil. CS Arch is in the process of reviewing the Proposals. (rev 04.16.2019)</p> <p>District reviewed proposals and scored them. District received a FOIL request from one of the companies to review other proposals. Working with attorneys and companies to determine what information can be shared. Ecosystems was granted permission to begin the comprehensive energy audit. (Rev. 10.08.2019)</p>
Bond Referendum (Future)	Mar. 22, 2016	District	<p>1. District vote to take place in Fall 2019. Bond to be around \$20 - \$30 Million, but subject to final scope of work that is selected. Architect and CM RFP's have been reviewed by district. A separate Bond Steering Committee was established to move this process along.</p> <p>Surveys are being issued next week. Next bond steering committee meeting is February 6th. (rev 1.22.2019)</p> <p>MR concerned that SS is estimating without a clear scope of work. Bond Steering Committee Meeting are "chipping" away at scope, PG reviewing. CSArch to provide options for review. PG indicates that all options should be scoped and priced to review and cut where required and show the school district where cuts occurred. (Rev. 03.12.2019)</p>

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			<p>Project is out to bid, bids due April 30th @ 11am. Colors for ceiling and painting in review. (rev 04.16.2019)</p> <p>No bids were received for this work in Spring 2019. Project was re-packaged and we will open new bids on November 6, 2019 (Rev. 10.08.2019)</p>
Repair Reserve Projects			<p>1. Glenwood Landing school Fire alarm panel replacement. See new Business (Rev. 10.08.2019)</p>
Viking Foundation	Dec. 1, 2015	District	<p>1. Foundation is interested in supporting the development of a Science, Technology, Engineering and Mathematics classroom at each school. Fundraising goal of \$1.6 mil. For 'Classrooms of the Future.'</p> <p>Olivia requested lists from the department heads and is also working with Rob on a list of items for the Victorian House. (Rev. 10.30.18)</p> <p>OB indicated no change. (Rev. 03.12.2019)</p> <p>Viking Foundation has a meeting on October 15, 2019, new members are eager. Dr. Giarrizzo suggested that a list of potential projects the VF could fund would be helpful to the foundation. The HS Science Research room was a good first suggestion for the list. (Rev. 10.08.2019)</p>
New Business / Other	June 20, 2017	District	<p>1. 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.</p> <p>Atty is reviewing the warranty (12.11.2018)</p> <p>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&F immediately to take appropriate action against contractors Copeland and LandTek. (Rev. 03.12.2019)</p> <p>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)</p>

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	Jan. 9, 2018	BBS	<p>JH shared information about reaching out to Ron Tetelman. Ron was responsive, but couldn't offer information as to a cause of the blisters. He stated he could be of no further assistance. CS Arch recommended contacting Mike Herzog (Another sports surface consultant) Mike visited the site and offered some possible causes of the blisters, but nothing definitive. Members left off with us contacting Copeland Coatings to report the blisters and have them addressed under the warranty. (Rev. 10.08.2019)</p> <p>2. 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/ 7ldg... \$50,000 grant from Dormitory Authority, \$190,000 district cost. District will check if changing scope is possible</p> <p>Project scope is changing but will be for kitchen related items (rev 1.22.2019)</p> <p>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)</p> <p>The project scope is 3 compartment sink and misc kitchen items (rev 04.16.2019)</p> <p>Project scope changed again. Funding is approved to be used for the installation of a large outdoor freezer at the HS. Due to the structure of food service bids and the food requirements for the lunch program, we need to store more food onsite and need a larger freezer. (Rev. 10.08.2019)</p>
	Jan. 9, 2018	District	<p>3. 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.</p> <p>Installation should include conduits for power, data and irrigation. See Capital Projects #2 for additional information (Rev. 01.22.2019)</p> <p>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)</p>

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	Apr 16, 2019		<p>A conduit for the future sign will be installed when the landscaping at entry is installed. (rev 04.16.2019)</p> <p>4. 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)</p> <p>It was determined that the cracks are not impacting play and do not pose a trip hazard at this time. JH shared that simple filling the cracks would not last. PG agreed. JH shared that there is a repair that bridges the cracks, but requires the entire court to be resurfaced. JH was asked to keep an eye on the cracks. (Rev. 10.08.2019)</p>
	Oct 8, 2019		<p>5. MS Softball Field Drainage: It was observed that water from Cross Street is overflowing the catch basin and flooding the MS softball field. Drainage maps were provided by the Village of SC. This issue will have to be resolved or the water accounted for in the design of the field drainage. It was determined the Dr. Giarrizzo would reach out to the SC Mayor to discuss this issue. (Rev. 10.08.2019)</p>
	Oct 8, 2019		<p>6. HS Foul ball netting: previously installed foul ball netting is unable to stop foul balls from baseball field. Taller poles and higher netting are needed to address the foul ball issues. As well as addressing foul balls hit over the backstop. CS Arch and Bohler Engineering are working on the design for the proper pole footings, poles & netting, to address this. (Rev. 10.08.2019)</p>
	Oct 8, 2019		<p>7. DW Verizon Phone Upgrade to FIOS: JH Verizon will no longer support old copper POTs lines. We have to upgrade to FIOS lines. We are coordinating with Verizon for this work. In tandem with this work, we will use an inside phone company to trace and label all existing Verizon lines and eliminate phone lines that are sharing lines. (Rev. 10.08.2019)</p>
	Oct 8, 2019		<p>8. Vaping Detection Systems: District is looking into a pilot program for installing detectors. JH is collecting detector location information from the MS & HS Principals. Then he will price out the installations. (Rev. 10.08.2019)</p>
	Oct 8, 2019		<p>9. GWL Fire Alarm panel issue: A recent string of back to back false alarms were traced to a failing Fire Alarm panel. NYSED was contacted and the district had to conduct fire watch until the panel was stabilized. The district will use repair Reserve funds to replace the panel. (Rev. 10.08.2019)</p>

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	Oct 8, 2019		10. Central Office interior door lock replacement was removed from the scope of the bond and funded now. JH identified doors that need new locks. Bid contractor was notified and supplied a proposal. Work will commence shortly. (Rev. 10.08.2019)
Next Meeting		All	1. Tuesday November 19th, 2019 at 9:00 a.m.