

CLIENT: North Shore CSD
PROJECT: Steering Committee Meeting Minutes
Date: Tuesday, November 19, 2019

Subject: Construction Steering Committee Meeting

MTG. INITIATED BY: North Shore CSD / BOE / MEMASI Architects / Savin Engineers / Construction Program Solutions
PURPOSE: To Discuss all open or new business

PREVIOUS MEETING DATE: Tuesday, October 8, 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
X Dr. Peter Giarrizzo (PG)
X Ms. Olivia Buatsi (OB)
X Mr. John Hall (JH)
Dr. Chris Zublionis (CZ)

North Shore Board of Education
X Ms. Sara Jones (SJ)
X Mr. David Ludmar (DL)
X Ms. Marianne Russo (MR)

Architect
Mr. Daryl Mastracci (DM)
X Ms. Tina Mesiti-Ceas (TM)

Construction Managers
X Mr. Robert J. Firneis (RF)
Mr. Frank A. Szatkowski (FAS)
Mr. Steve Spangler (SSP)

Estimator
X Mr. Stuart Schiller (SSH)

Const. Steering Member
X Mr. Max Buschfrers (MB)
X MS. Joanne Liou (JL)

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Projects (Continued)			<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>Sea Cliff School is 100% complete, High School in progress, Central Office was completed 11/8, Glenwood Landing School is in progress. (Rev 11.19.2019)</p>
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> <p>Kickoff meeting was held on 11/8/2019. Discussion of task responsibilities, Energy company has requested energy bills and additional information. This will be a 3 month process of assembling information.</p>

North Shore Central School District

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			<p>JH mentioned on the last EPC project the school district used Celtic Energy to review the EPC plan. Their proposal for this EPC is \$68,000, JH trying to negotiate their fee. JH Requested Savin to provide alternate companies to provide this service and for Savin to review if they were interested in providing the service. JH would like to complete this part in the next 2 weeks. (rev 11.19.2019)</p>
Bond Referendum	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> <p>Review of preliminary estimate for the project scope. Further review is required and breakdown of estimates to specific scoping. (rev 04.16.2019)</p> <p>Bond scope is set. Bond vote is scheduled for December 10, 2019. District has begun a series of public information meetings to share information with as many people as possible. Building tours, bus tours are scheduled. Dr. Giarrizzo & Olivia are meeting with many as many outside groups as possible. (Rev. 10.08.2019)</p> <p>Community meetings are being held along with tours of the facilities. (Rev 11.19.2019)</p>
Capital Reserve (Future)	Dec. 1, 2015	Savin	<p>1. District has noted that after fund balance calculations are complete, there is \$3.4 million for Capital Reserve projects. These funds will be used to air condition large spaces in each building. BBS is moving forward with design, and completing SED submission package to go up to SED at the end of Nov. 2018. John Hall requested copies of drawings to review.</p> <p>Bob Firneis requested copy of the General Conditions to review. (rev 12.11.2018)</p> <p>General Conditions provided to Robert Firneis for review on 03/11/2019. Review in progress, comments to follow. (Rev. 03.12.2019)</p>

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			<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 duct 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> <p>Bids for the HS project were received and are in review by BBS and Savin and discussion with School District. (Rev 11.19.2019)</p>
Repair Reserve Projects			<p>1. Glenwood Landing school Fire alarm panel replacement. See new Business (Rev. 10.08.2019) GWL project is 95% complete. (rev 11.19.2019)</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> <p>The Viking Foundation has a meeting on 11/19/2019, foundation is working on mini grant programs. (Rev 11.19.2019)</p>

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	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) A meeting is to be scheduled with the Village to review the conditions. Survey and borings are to be scheduled. Committee members asked JH to reach out to Athletic Director Don Lang, to see if softball play can occur elsewhere in the district. (Rev 11.19.2019)</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) Fios lines are up and running at District office and Sea Cliff. At other buildings the POTS lines are being traced. (Rev 11.19.2019)</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) A pilot program has been implemented at Toilets (Rev 11.19.2019)</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) GWL Fire Alarm is 95% complete (Rev 11.19.2019)</p>
	Oct 8, 2019		<p>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)</p>

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			JH is working a schedule to complete the replacement of locks at the District office (Rev 11.9.2019)
New Business	11.19.2019	Memasi/ Bohler	1. Traffic Study at MS is in progress. A meeting is scheduled for December 3, 2019 at 9am to review the traffic study and prepare for BOE meeting on 12/12
Next Meeting		All	1. Tuesday January 7, 2019 at 9:00 a.m.