

CLIENT: North Shore CSD
PROJECT: Steering Committee Meeting Minutes
Date: Tuesday, November 23, 2021

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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 26, 2021

NEXT MEETING DATE: Tuesday, January 4, 2021 @ 9:00am

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'.

<u>ATTENDEES:</u>	
North Shore CSD	
X	Dr. Thomas Dolan (TD)
X	Ms. Olivia Buatsi (OB)
X	Mr. John Hall (JH)
	Dr. Chris Zublionis (CZ)
	Eliot Kaye (EK)
North Shore Board of Education	
X	Mr. David Ludmar (DL)
X	Ms. Marianne Russo (MR)
X	Lisa Colacioppo (LC)
Architect	
X	Ms. Tina Mesiti-Ceas (TM)
X	Mr. Piere Luigi Pancaldi (PLP)
	Mr. Tyler Simone (TS)
	Eric Jeter (EJ) Bohler Engineering
X	Mr. Jeremy Reiss (JR) Stantec
Construction Managers	
X	Mr. Robert J. Firneis (RF)
	Mr. Frank A. Szatkowski (FAS)
	Mr. Steve Spangler (SSP)
	Mr. Joseph Tola (JT)
	Mr. Dean Sproch (DS)
Estimator	
X	Mr. Stuart Schiller (SSH)
Const. Steering Member	
X	MS. Joanne Liou (JL)
X	Mr. Thomas Pepe (TP)
	Mr. Giuseppe Tulumello (GT)

Victorian House	Feb. 14, 2017	District	1.
Capital Construction Projects	Mar. 22, 2016	BBS	<p>1. High School Entry: Two drafts of front entrance drawings received from Memasi. JH has comments to send back. Final draft will be shared with Committee. (Rev. 10.08.2019) JH will send comments to Memasi. TM to check with Bohler Engineering on revised drawings. (Rev 11.19.2019) Bohler provided drawings that were ok. Revised Landscape drawings need to be provided. This work will be scheduled for Spring/Fall for appropriate plating season. (01/07/2020) Landscape drawings have been received and will be reviewed by the BOE (rev 02.26.2020) (JH) will work on putting documents together to put the project out to bid. (rev 04.14.2020) (JH) Putting project out to bid was transferred to Memasi (Rev. 08.18.20) Memasi and District working with Legal Counsel on General Conditions for a base document that will be used for future projects. (DL) asked that this project is added to a list of projects to consider putting on hold, due to COVID 19 costs (rev. 09.15.20) MR not in favor of delaying this project, donations were made in 2016. BOE to discuss further. (rev 10.20.20) BOE has decided to move forward with the HS entry. Final documents are being prepared by Memasi & Bohler for bidding. Bidding to be scheduled. Sports Achievement signs will be moved to another location. JH discussing entire project with Don Lang & Eric Contreras. (11.17.20)</p> <p>We are looking good with the drawings; the specifications are in process and not yet completed. Foul ball netting will be included (looking for installation as soon as practical). (12.15.20)</p> <p>General Conditions have been received from James Pyun. Memasi to finalize the project documents for bidding. (01.19.21)</p> <p>All documents are prepared, bid notice will be advertised 3/3-4 Bid opening is 3/16 11 AM Award on March 25th. Electric conduit will be included for future sign. (February 23, 2021)</p> <p>Bid Opening was extended to March 23rd @ 11am Award to be on April 15 at BOE meeting. Two bids have been received so far: one for front entry one for foul ball. (March 23, 2021) Bids were received March 23rd for the HS Front Entry landscaping area and the HS Foul Ball netting. 5 bids for front entry landscaping and 3 for the foul ball netting. The front entry bid is on budget and will be awarded to Gatz Landscaping on May 6th in the amount of \$77,500. The low bid for the Foul Ball Netting is Landtek at \$132,900, however is over the initial budget. The initial budget did not have a complete scope and final scope include 250 lf of netting. Allocation of additional funds is required. The plan is to award also on May 6th if the additional funding can be finalized. (April 20, 2021)</p> <p>Gatz received award letter and submittal should be provided by Gatz shortly. (May 25, 2021) Contract is in place, submittals have started some are approved, a schedule to start is pending. (June 29, 2021) JH: Project is 85% complete some materials coming in later. Gatz Landscaping owes us some paperwork. Expect to finish project by the start of school. (8.10.21) HS entrance 95% complete, concrete planters on island were damaged and need to be replaced. Per MR request JH to look at smaller planters. Minor Punchlist items remain. MR asked that we consider the removal of the remaining bushes and fence in a future project. MR We should honor class of 2014 as funds from that class were used for this project. (09.14.21) Punchlist items remain to be completed. Height of planters is a concern; manufacturer has provided information that the next lower planter is 6" less in height. 6" is not a significant change in the planter height but may be considered or plants changed to a draping type rather than growing vertically. JH showed pictures of the planters that are specified and will be installed in case there are any concerns and changes to the types. Further review is required. (10.26.2021)</p>
Capital Construction Projects (Continued)			

North Shore Central School District

	May 3, 2016	District	<p>Not much has changed, containers will be replaced with 6" lower ones. New irrigation system has been winterized. (11.23.2021)</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>NCD / BOCES wiring at MS commenced. Direction for wiring renovation area is being discussed and planned. Fiber install at GWL to terminate rack at Music space. Blinking blue light at GWL has been corrected. (01.1.21)</p> <p>Middle School work is ongoing will need to coordinate with Summer construction. Access points to be coordinated. (February 23, 2021)</p> <p>NCD is close to completing the MS, anticipated to be complete in 2-3 weeks. Transportation will start over the break. Complete old work mid-April. Next steps commence renovations & addition. NCD & DP to be invited to construction kickoff meeting. (March 23, 2021)</p> <p>MS is complete, transportation is nearing completion. Transfer of the old to new wiring will occur over the summer. All Data closets now are air conditioned. The balance of the wiring is in the bond scope. OB- Access point installation will be funded with Smart bond funds (April 20, 2021)</p> <p>All work is complete except transfer to Network which is scheduled for the Summer 2021. MS wiring related to construction will be installed in the summer. Wireless access to outdoor learning spaces being reviewed by Elliot. (May 25, 2021)</p> <p>IT is complete. MS Switchover went ok, wireless access to outdoor learning spaces is in progress. (June 29, 2021)</p> <p>JH: Checked with Elliot Kay on the status of the projects. Wiring in all buildings is complete except for the MS addition. Wiring in Phase One renovated spaces is ongoing. Beginning to Plan Phase Two wiring. Wireless Access Points are on back order. They will be installed as soon as they come in. Small issue with Power over Ethernet at SC school. Elliot addressing this. (8.10.21)</p> <p>EK stated DW cabling project complete, MS will be on going as the addition and renovation areas progress. Outdoor access points at HS & MS 32 points to be installed around perimeter of the building. ES Access points 26 will be later Shipping Possibly NOV. Wiring by BOCES. SC issue load was distributed and should be ok. Long term will need to replace switches in building.</p> <p>JH talked about Security project. Current security projects are in the bond. Bill Hooley Security consultant is reviewing the installation this week. (09.14.21)</p> <p>Installation of exterior points are in progress. Additional storage in Cloud is in progress. Long term switches have been adjusted so there is no issue with Power. Security System commissioning has occurred, and punch list has been issued. System is operational. Some items are being put into service as the punch list is addressed. (10.26.2021)</p> <p>Wiring for system is being installed however ship date for wireless access points is not available (11.23.2021)</p>

Alternative Energy / Photovoltaics	Apr. 12, 2011	District	<p>1. EPC: Comprehensive Energy Audit was completed and submitted to the district. District working on Contract with Ecosystem. MR requested a copy of the contract. JH & OB will select owner's representative and have documentation for approval at a BOE Meeting. BOE members asked us to investigate installing solar at GWL & SC. Ecosystem report that cost vs. gain to install solar is not feasible. (rev 04.14.2020)</p> <p>Contract is in review. Edits and changes coming from Memasi & District. Contract going off to Frazer & Feldman for review. 3rd party reviewer form in place M/E Engineering and they will review contract as well. (rev. 05.12.2020)</p> <p>EPC kick-off meeting to follow contract approval (rev. 6.23.20)</p> <p>Memasi working with Ecosystems to obtain information for drawings. Planning to fast-track drawings to submit with Bond. 3rd Party Review in November 2020. Olivia will work on financing as needed (Rev. 08.18.20)</p> <p>The EPC original design used MERV 8 & 4 Filters. Updated design will be using MERV 13 filters. An RFP is in process for a company to test and balance the existing ventilation units to determine if a MERV 13 filter could be used without affecting the ventilation unit operation. Adding air purifiers to every space assist with the ventilation system. DM is researching options with Ecosystems. (rev 09.15.2020)</p> <p>EPC working through Design, classrooms will have ceiling mounted cassette units. Looking at solar panels at Glen Head, Middle School and High School. In process with verifying if exiting HVAC units can use MERV 13, balancing of existing units using MERV 13 filters and seeing if there is a drop in unit performance (rev 10.20.20)</p> <p>Memasi working on documents for the SED filing, there are still some verifications required at some schools. Anticipated date for filing is 11/25 or after Thanksgiving. MS Main Electric upgrade is being funded through the EPC (partially) and Bond. The initial Capital Bond Review did not discover an increase in power requirements and an upgraded electric service early on, due to lack of information from various sources. Final check showed an increase in loading requiring electric service upgrade. Construction estimates carried electrical work costs, but they are not enough. District was made aware of information and shared it with the Steering Committee meeting. Concern was voiced by some committee members about the service upgrade not being discovered sooner and reported sooner. (rev. 11.17.20)</p> <p>PG asked that the general EPC discussion be on HOLD until some of the open issues are discussed at the BOE meeting. Some of the issues above were addressed. (12.15.20)</p> <p>EPC filing with SED has occurred and documents have initial pre-screening and are waiting to be assigned to Project Manager. TM will call SED once PM is assigned, PG to call SED and request assignment to Project Manager but will call after 1/20. (01.19.21)</p> <p>Waiting for SED Review, per SED anticipate early March start of review. Cooling projects may not be installed during the summer, due to delivery time of units. A meeting is required with Ecosystem to discuss what can be completed in the summer. (February 23, 2021)</p> <p>Waiting for SED review to commence, anticipate 2-3 weeks from start of review. Meeting to be setup with Ecosystem. JH/MC to schedule the meeting. SED review time is now 12-14 weeks + review which is faster than has been in the past. (March 23, 2021) SED has commenced the review of the EPC project. A meeting with ECO Systems was held on April 9th to discuss what work could be performed this summer. It was decided that ECO Systems would look at the Phase 1 MS Construction Schedule and provide update if any work can be</p>
Alternative Energy / Photovoltaics Cont'd			

Alternative Energy / Photovoltaics Cont'd

completed during the summer due to the late review and anticipated approval from SED. If no summer work, then schedule work during the school year second shift. District is reviewing what will need to be paid upon SED approval, Contract has 25% payment due at time of SED approvals. (April 20, 2021)

SED is still reviewing the documents submitted. There have been a few rounds of comments, Ecosystem providing responses to SED questions. Memasi will share info with the project reviewer. (May 25, 2021)

SED is still in the process of reviewing the applications, comments were received and responded. Ecosystems needs to provide an update showing savings from Solar is removed from the calculations and revised calculations. Solar savings was rejected by SED, however Ecosystems is reviewing an update on revised electrical costs. Additional savings from other areas will make up approx.\$22,000 in savings. Approval should be in 1-2 weeks after resubmission. AC moves from HS and MS to ES will be done in House/District. scope to include installation of panels where units are removed. District will need to budget in 2022/23 budget. Olivia working on financing for EPC. Savin will be the CM for EPC and should be approved in August BOE meeting. (June 29, 2021)

JH: Just received NYSED approval for this project. OB working with fiscal advisors on municipal lease. Anticipate Savin will be approved as CM for the project at the 8/19/21 BOE meeting. We will work with the team to get this project going. OB confirmed working with fiscal advisors and sharing into. OB reminded us that 25% is due to Ecosystem. (8.10.21)

SED approval was received OB working on financing for the project and will be in the market and review around 9.22 goal is to have approved at 10.21 BOE mtg. anticipate a good rate for this project Construction kickoff meeting setup for October 7th. Will look at the schedule to see what could be completed second shift during the school year. JH wants mechanical equipment on site so there are no issues during construction in the summer. Actual kickoff once financing is in place. OB stated Solar Panels demand energy savings is not recognized by the State. JH stated new VRF AC units to be installed at MS & MS and then Window AC units moved to the ES's. 37 spaces in the 3 ES's (50-70 units). Electric will be installed as part of the bond project. District staff to relocate the units. Insulated panel will need to be installed where unit are replaced. (09.14.21)

Financing is being closed this week Thursday 10.28.2021. First 25% will be issued within 30 days of closing. \$7.1m total project cost. Next draw would be in June/July 2022. Construction meeting held to discuss phasing and potential start this school year. Bulk of work to commence summer 2022.

Ecosystems is unable to complete HS & MS AC in one summer. A decision will be required which school is selected for Summer 2022. Enough AC units in one building to complete the shift of the units to the ES's.

Some large spaces will not have AC and will need to be planned for future projects. (10.26.2021)

Funding system is in place, there are Friday meetings. December 2nd on site meeting (11.23.2021)

MERV 13 filter upgrades. A PO was issued to B&L Testing \$138,000 to balance ventilation units to accept Merv 13 Filters, Cardinal Controls will be required to operate the systems during testing at a cost of \$51,000. Additional funds for unit repairs may be needed, if there are any issues with the units, found during testing. (11.17.20)

MERV 13 filter delivery expected (XX?). Air purifiers (HEPA filters) are scheduled to arrive 12/16, 9:00am, and will be distributed as soon as practical (noted these units do not have carbon filters for odors such as cigarette and vaping smoke). Units are to be placed as close as they can to the center of the space with consideration to power cords posing a tripping hazard. There will be further consideration of filtration of air in larger spaces and TM agreed to provide input in the future. (12.15.20)

MERV filters have arrived (12/16/20) but not a complete shipment. HS has 100% and remaining four building 60%. Balancing company to commence at HS and JH to confirm delivery of balance of the filters. (01.19.21)

Alternative Energy / Photovoltaics Cont'd

MS and ES's have 80-90% of filters delivered. Balancing Company commenced on February 18th HS is moving to night testing as of 3/22. Outdoor air issue with units due to the low temperatures. Testing is with 100% outside air. (February 23, 2021)

Air Purifiers/Filters; Balancing company is not able to work at night due to low temps. 90% of the filters have been received, one custom size and MS remain. Balancing for HS will be scheduled for Spring Break then the next available date schools are closed. Contractor is not achieving the productivity they need, by working nights. (March 23, 2021) HS is 80% complete with balancing, Glenwood Landing 100% complete and Sea Cliff one floor is complete. Due to inefficiencies the balancing cannot be performed after hours however a question was raised to ask if work could be completed over weekends. May 28th schools are closed so that day could be a day to continue with some of the balancing. (April 20, 2021)

Report for HS has been received and is being reviewed. MS is being scheduled for Friday May 28th; balance will be performed in the summer. Nightwork requires controls contractor and right now it is not efficient to perform the work at night. Filters are being received. (May 25, 2021)

T&B needs to restart, Stantec is in the process of reviewing the reports for completed buildings. MERV 13 filters being replaced (where applicable) in the summer, for Fall re-occupancy. (June 29, 2021)

JH: Balancing & Testing is about 99% complete. Units that could except Merv 13 filters have them. Looking to change older Merv 13 filters, changes in winter. Balancing reports coming in daily. JR from Stantec needs time to process the information. JH shared that we may need repair reserve funds to address issues once they are identified. (8.10.21)

Balance of T&B complete and reports were submitted. Stantec is still reviewing the reports. Anticipate completing the review of the reports by end of September. Some items picked up in the reports have been addressed by the contractor. (09.14.21)

JH provided an update to the new members of the committee. Review of items that have been observed will be planned for future projects. JR Balancing contractor has fulfilled the request to provide MERV filters in place and the installation was a success. JH In some cases where outside air was not achieved, fan speed corrections were made. There are some items still required to complete the scope 100%. Additional service contractors, Cardinal Controls and others will be used to make the corrections. LC asked what spaces had the issues and how many spaces. JH replied MS univents were ok, HS univents had some issues. There was no univents where MERV 13 filters did not work and had to reinstall MERV 8 filters. Further analysis of the entire report is needed (10.26.2021)

Report has been provided and is being reviewed by JH. T&B completed, MERV 13 filters installed in all units that could accept the filters. JH showed a Summary of the Testing & Balancing. Report shows number of units and status of all units, running, not running, needs repair etc. TP asked how units that are not working correctly will be repaired so that they operate. JH stated the school district will be looking at the repairs required and correcting the items. Larger items that cannot be repaired by the school district will have a vendor look at the units for repairs etc. Discussion on how repairs are implemented. MR asked when units that will receive UV disinfection. JH replied that the work will be reviewed and potentially could be schedule for Summer 2022. JH will share the document once it is finalized. (11.23.2021)

Discussion turned to supporting outdoor learning and doing all we can to extend outdoor learning into the colder months. JH & Memasi were asked to follow up on the following.

Space Heaters inside the classrooms (Memasi)
Space heaters for outside leaning areas (Memasi)
Relaxing min indoor air temp (Memasi)

<p>Alternative Energy / Photovoltaics Cont'd</p>			<p>Canopy sides (JH) Wind screens to cut down on wind chill (JH)</p> <p>After reviewing the use of space heaters in the classrooms, it does not seem practical to use this measure to supplement the building heating system. There has been minimal from parents and the teachers regarding temperatures in the classrooms. JL suggested the possibility of instructing occupants in dressing appropriately. Recent weather has made use of the canopies for outdoor learning a challenge. Conditions will require canopies to be put away for winter. It was noted that outdoor learning does not require canopies. There was a discussion of arrangements for students and faculty eating at lunch break to consider implementation of best practice for social distancing. (12.15.20) Larger spaces may require more than one air purifier. TM to check with engineer on size of purifiers and quantity. (01.19.21)</p> <p>TM provided information on units for larger spaces. Cost is approximately \$2,500 per unit and minimum 2 units are required. Units can be plugged into a regular receptacle. HS Theatre would require 6 units and Gym requires 4 units. MR asked, Is there an alternate to the plug-in units? JR to be part of the next meeting to discuss alternates to the temporary units. To be included in the discussion is What construction would be required and the schedule for installation. (February 23, 2021)</p> <p>JR/Stantec on call to discuss units for larger spaces. There is 819k funds available for COVID related items; 164k allocated to learning loss and 655k to be used toward COVID related items. Ventilation to be considered as one of these items. SED requires ventilation. JR discussed what SED allows and disallows on ventilation and air purification. Existing mechanical units mix outside air & return air. Discussion on how system works. Discussion on UV light array. Two Options HEPA Filter unit, UV Light needs SED approval. Consider running unit with UV light when area/room is occupied. Cost for bulb \$150/ bulb 8 bulbs per unit with 9000 hours of life. There is no UV light exposure as light is in unit and not visible to occupants. An increase in volume of air is not possible to existing units, with the addition of the HEPA units the air volume is more. To increase the air volume would require unit replacement. Increasing the unit size also requires revisions to unit, ductwork, and registers. The School District is providing good ventilation improvements with ventilation & outside air. JH asked if anything should be added to the EPC filing to include some of the improvements. UV disinfection is specified in the Phase 1 units to be installed. (March 23, 2021)</p> <p>Per Jeremy Reiss/Stantec; Planning for all items that are COVID 19 related, Recap of SED Requirements discussed. Permanent HEPA units in lieu of temp. the permanent units are the same cost as UV disinfection units. MR: JCI can add HEPA filtration to existing units. JR- Not sure, we will investigate this. Phase 2; Merv 13 filters, UV Disinfection and Air Side Economizers. EPC ductless splits for AC and factory supplied MERV 13 filters. (April 20, 2021) JR has submitted a proposal to Memasi. Memasi to submit to the district the proposal by end of week 5/28. (Mat 25, 2021) The School District anticipates receiving some funding to be earmarked for learning loss and ventilation upgrades. Stantec proposal was received and is in District's review. (June 29, 2021)</p> <p>JH: Stantec is in place for large space HEPA filtration or UV disinfection assessment. Site visits are scheduled, more will be needed. JR needs info from site visits to determine what options for each space will work. Group was reminded that state funding is available. (8.10.21)</p> <p>HEPA and UV study, Gymnasiums have been upgraded to MERV 13 filters. UV and HEPA filters are part of the next phase, first would be the UV disinfection (array of UV lamps) if unit cannot accept the UV, then HEPA filters will be installed. JR provided updated with the study of the larger spaces and is conducting some testing on Thursday 09.16. JH</p>
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			<p>requested estimates for Ventilation projects by end of October so that School District can include in the 2022-23 budget. (09.14.21)</p> <p>JH discussed the scope of this work. JR discussed the SED requirements for air filtration, HEPA and UV light. UV light installation in existing systems as opposed to new equipment required to be installed. Some systems like Unit Ventilator's cannot accept UV light disinfection. However, fan filter HEPA units can be installed. JH posted the study if HEPA vs UV light. JR discussed the study. JR stated NY SED does not allow bipolar disinfection and UV light must be installed in a contained unit not in a room. OB stated, Funding is State funds and what was budgeted. SS to estimate the projects so budgeting can be planned. (10.26.2021)</p> <p>MR asked when units that will receive UV disinfection. JH replied that the work will be reviewed and potentially could be schedule for Summer 2022. Waiting on estimate from SS. DL discussed communities concern on large spaces and how and when the ventilation will be completed and ready for those spaces. JH replied the MERV 13 filters are in place and the units are operational. Discussion on how spaces are reviewed and what could be provided for ventilation improvements for the spaces, waiting on budget estimates to determine what options are available for the spaces. Options will be discussed at the next Steering Committee meeting. JH showed the report and what options are considered for spaces. (11.23.2021)</p>
Capital Projects	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>Bohler is assisting with the above report on the current sanitary and storm water systems as required by DOH. DOH has accepted the 50% design but a percolation test needs to be performed and witnessed by DOH to confirm 50% will be adequate. The test will be arranged for February break. (01.19.21)</p> <p>The date for excavating test pits had to be changed as DOH is not available during the February break. The new date will be over the Spring break at the end of March. (February 23, 2021)</p> <p>Need Confirmation from DOH on availability over the Spring Break. DOH needs to witness the testing and will not accept an independent form as witness. (March 23, 2021)</p> <p>The Test Pits were performed during the spring Break. The test hold verification showed that the design requirements would be meet. DOH has sent a letter regarding the test pits and the design of the drainage system. Bohler is reviewing the letter and will provide an update on any modifications to the designed system. (April 20, 2021)</p> <p>Test pit investigation was completed. NCHD approved design of system. Memasi/Bohler will follow up with NCHD as required throughout the excavation and installation process. (May 25, 2021)</p> <p>DOH will be on site 7/1 for sampling of the existing systems. (June 29, 2021)</p> <p>TM gave update that engineering review has been picked up at SED, architectural review should begin in the coming weeks. OH mentioned that Savin's review of the Middle School will be completed in the coming week. TM further updated on Phase 2 progress, reviewing scope of work with department heads. JH updated regarding Phase 1 work and the effort to locate a third party to assist with integration, locating a replacement for IntraLogic Solutions. Efforts continue to confirm that design adds security camera coverage inside and outside the buildings. DL expressed concern over the failure of current cameras to provide clear imaging. JH noted that all older cameras will be replaced, and better technology be in place. JH updated on the offer of BTC Bill Hooley) including attendance at project meetings and performing tests on the entire security camera / system installation. There is an additional cost for this (12.15.20)</p>

Capital Projects

North Shore Central School District

Capital Projects
Cont'd

District Wide Security

Digital Provisions has been vetted and is the security contractor. Security system will have an open platform that is not specific to one vendor. The Platform is "Milestone" owned by Canon S2 Access Control System. Digital Provisions is a third-party integrator, the past vendor was Intralogic. Award is through an OGS contract for all items except Bogen for the PA System. District likes the Bogen equipment and buildings currently have a Bogen system that needs to be expanded. Bogen equipment cannot be purchased on a State, Boces or OGS contract. The specifications will be written with the Bogen system and if a contractor proposes an alternate, they will need to upgrade the entire building. (01.19.21)

2013 Bond left over funds; the current balance is approximately \$510,000, future projects are being planned. MR asked if balance can be transferred to new Capital Reserve. (01.19.21) [See Capital reserve notes as well](#)

DP Proposal to be submitted this week. Questions raised; What are District protocols when system is operational. District will use Altaris once system is operational. Outside teaching spaces will need update. (February 23, 2021)

Bill Hooley is commissioning the system this week (09.14.21)
Commissioning has occurred and is operational with some fine tuning in progress (10.26.2021)

Phase 2 Projects

Science research to be an Alternate during Bid Process (March 23, 2021)

SD documents have been provided for estimating & review. Review at next committee meeting

MS Front Entrance drive, should this be considered now with the bids 1.3 lower than the budget? Direction needs to be provided ASAP so it can be included in the Phase 2 DD which is schedule to be completed end of May. Direction is required beginning of April, next BOE meeting April 15th. (March 23, 2021)

Phase 2 Design Development is in progress (April 20, 2021)
Science research project to be reviewed with the BOE and BID to provide direction on whether to proceed with the design development for this project. BOE to review the list of supplemental projects, [see attached list](#).
SED estimates have been received for the Elementary School Phase 2 projects and HS is pending and will be sent in the next few days.

Memasi presented the Phase 2 DD projects, High School, Glen Head Library, Glenwood Landing Library, Sea Cliff Library. There was a discussion on Memasi scheduling a meeting with the three ES's to review the libraries at the same time so that they each new what was being proposed at each school in case someone wanted to have the same items at their school. DD's are being finalized this week (May 25, 2021)

Capital Science Research to be considered for Phase 2 Projects. Build a Science Research Lab @ Connecting Corridor J wing & S wing. (February 23, 2021)

DD estimates being received. Update on Science Research and Canopy front entry designs. Discussion included electronic banner/sign at canopy.

Construction Documents are in progress. Anticipated SED submission early Sept. (June 29, 2021)

JH: TM updated group on the Science Research room. NCD received DD drawings, planning for next year. JH stated that we need to identify spaces that are and are not receiving AC units, to inform the relocation of window units into the Elem schools. Discussion about Elem school Library Fish Tanks. We were asked to get Principal input. (8.1.21)

			<p>Phase 2 has been submitted to SED on 9/10/21 and team is looking at the documents to prepare for bidding. Discussion on reviewing floor finishes for Phase 1 and Phase 2 projects, alternate option to Carpet. Discussion on Fish Tanks, principals and librarians think great idea but there will be issue with maintaining the fish tanks, care etc. for this reason there is a recommendation to not install them. Follow up with HS principal to discuss possible other options for science research room location. (09.14.21)</p> <p>SED has commenced review of the project with MEP, Arch review is pending. Anticipate bidding to start in December latest January. Selection of materials and colors in progress to show the project team and end users. Meeting scheduled with HS to review the phasing of the work. Meeting scheduled with HS for Monday November 1st. Phasing of ES's is also being planned and will be reviewed with the project team.</p> <p>JH mentioned there was a change in the design for Glenwood Landing. Memasi needs direction if this change should be looked at as there is a cost to Memasi for the changes and redesign. If the goal is to bid in December / January direction needs to be expedited so there is no delay in the bid schedule. DL stated the BOE needs to approve the change. (10.26.2021)</p> <p>SED has reviewed Phase 2 documents and Memasi is reviewing the comments and provide response/update. SS to provide update on cost estimates. Estimates need to be finalized and then provided to project team. Review of GWL design and a modification that was not originally part of the scope.</p> <p>Furniture will be bid off state contract.</p> <p>Memasi is looking for the district to review and accept the selections of finishes. Meeting to be scheduled for 2nd week of December. Week 12/6</p> <p>Budget for loose furniture needs review. (11.23.2021)</p>
Capital Reserve (Future)	April 25, 2021	District	<ol style="list-style-type: none"> Glen Head Nurse and MS Locker room are included in the May 2020 Vote and will be phased with the Capital projects (Rev 01.07.2020) Project design is ongoing in conjunction with Capital project scope. Memasi conducting user group meetings to inform design. Vote to expend funds will occur on new budget vote date TBD (rev 04.14.2020) Glen Head Nurse renovations are in Phase 2 (rev 09.15.2020) <p>There was a discussion about the projects to be funded by the CR and a reminder that funds can only be used for the projects they are allocated for. MR suggested that we investigate establishing a new CR fund to fund future project. BOE will discuss this. (rev. 5.12.2020)</p> <ol style="list-style-type: none"> MS Electric Service: an upgrade to the existing electric service at the Middle School will be required due to the addition and AC. Funding Source to be the Capital Reserve. An additional feeder will be required to be installed in existing empty conduit and larger transformer with new switchgear in the boiler room. (rev 10.20.20) See EPC notes as well <p>MS electric service is scheduled for Summer 2022 (09.14.21)</p> <ol style="list-style-type: none"> 2015, left over Bond Funds, the current balance is approximately \$510,000, future projects are being planned. MR asked if balance can be transferred to new Capital Reserve? (01.19.21) See Capital project notes as well. <p>List of Projects Glen Head roof at addition</p>

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<p>Capital Reserve (Future) Cont'd</p>			<p>Glenwood Landing retaining wall at Playground</p> <p>Estimates need to be updated for current construction costs (April 20, 2021)</p> <p>List of projects under consideration Glen Head roof at addition Glenwood Landing retaining wall at Playgrounds Glenwood Landing connecting corridor roof HS Generator (May 25, 2021)</p> <p>JH: District/Memasi moving forward with the GH 2000 wing roof project and the GH Cafeteria Ceramic tile project. After reviewing the budget, it was determined that funding could not support the GWL retaining wall project. This project was removed from the list. HS Generator project has changed from original design and now requires a larger generator to capture circuits that were not there prior. There may not be adequate natural gas to handle the new generator, forcing an alternate fuel solution (8.10.21)</p> <p>Confirmed list of projects (9.14.21)</p> <p>Glen Head 2000 wing roof replacement. (Funding: 2013 Bond Supplemental) – Memasi working on design.</p> <p>Glen Head Cafeteria Tile & finish replacement (Funding: 2013 Bond Supplemental) – Memasi working on design.</p> <p>JH updated what supplemental projects are and how they are funded. Two projects noted above are in development for the next construction phase will be submitted as an addendum to the existing filings.</p> <p>Other projects in planning Generator at HS (10.26.2021)</p> <p>Three projects GH 2000 wing roof replacement and GH cafeteria wall refinish GWL short corridor roof replacement Memasi working on documents HS Generator. Stantec proceeding with detailed study (11.23.2021)</p>
<p>Repair Reserve Projects</p>			<p>JH: District will confirm with attorney, if Repair Reserve funds can be used to make repairs to HVAC systems that were discovered during the Testing & Balancing. (rev 11.17.20)</p> <p>JH as we formulate the 21-22 budget, we may remove items. We will work with our attorneys to determine if projects can be completed using Repair Reserve funds. (12.15.20)</p> <p>District is in the process of reviewing project that could be included in the Repair Reserve. (01.19.21)</p> <p>Review is still on-going, balancing of HVAC Systems, may identify repairs that need to be funded. (February 23, 2021)</p> <p>JH outlined future projects that may need to be funded by the Repair Reserve. Projects must be reviewed by district council to determine if they meet the criteria to be funded. The list is as follows. (8.10.21)</p>

			<ul style="list-style-type: none"> • HVAC work identified in the Balancing & Testing Report • Sidewalk repairs to prevent trip hazards • Underground storage tank manhole cover replacement • HS sump electric panel relocation <p>JH stated the above projects are place holders for future projects. Some projects may be considered in the budget planning process. (10.26.2021)</p> <p>GH School Field drywell collapse, JH working on obtaining proposals, LandTek and two others are estimating the project. Relocation of HS sump pump electric, contract was issued and needs to be scheduled pending good weather. 11/29 scheduled approx. 1 week District wide HVAC equipment repairs in progress with Stantec Sidewalk repairs, grinding rather than replacement of the concrete. Underground storage tank manhole replacement (11.23.2021)</p>
Viking Foundation			
	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> <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>JH to notify Copeland of the blisters as there is still a warranty on the track installation. JH was directed to reach out to Frazer & Feldman to draft a letter to Copeland. Rev 11.19.2019)</p> <p>Letter has been drafted and will be sent to Copeland (new Company) requesting them to come to the site and review and schedule repairs for the Spring 2020. (Rev 01.07.2020)</p> <p>A meeting was held with Copeland Rep, and they will be replying to John Hall's letter. John to follow up with Copeland. (rev 02.26.2020)</p>

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			<p>No new information from Copeland. JH will follow up with them again. Frazer & Feldman will send another letter. (rev 04.14.2020)</p> <p>Copeland sent a letter stating that the blisters were not a track surface issue and could be the result of a sub-surface issue. MR Suggested that the district commence with a lawsuit, DL & SJ agreed. (rev. 05.12.2020)</p> <p>District hired a new law firm recommended by Frazer & Feldman. (JH) is providing them with requested documentation. (Rev. 08.18.20)</p> <p>A meeting was held with the new law firm. Additional investigations will occur to determine the cause of the blisters. District will investigate partnering with Copeland on the investigation of the asphalt and subsurface, in tandem with investigative firm chosen by district. (rev 09.15.2020)</p> <p>JH to reach out to Copeland. Copeland to provide a cost for the repairs to the blisters and consultant will be on site during the repairs to review condition of subsurface. (rev 10.20.20)</p> <p>JH at the direction of counsel the district sent an email asking Copeland to review original repair proposal for a better cost and to work with the subsurface consultant/contractor to get the best out of the repairs. Looking at a 5-year repair contract. We await their response. There is a tentative December 8th meeting to discuss further (rev. 11.17.20)</p> <p>Request was made for Copeland to allow subsurface testing at the time of patching of blistered portions of the track coating. Copeland was not agreeable to this stating possible affect testing would have on subsequent coating repair. Currently considering only performing repairs without testing and waiting until track has reached end of its useful life, then removing surface and checking the overall condition of the subsurface. Legal counsel will be asked if the current situation is acceptable or if additional steps are recommended to keep things moving forward and best protect the district's interests in this matter. (12.15.20)</p> <p>An email was sent to Copeland to perform repairs in conjunction with the School District's consultant to check subsurface. Copeland is concerned with the integrity of the repair with sub surface investigations. John Osborn recommended for the contractor to repair the track until it's life expectancy approx. in 2025 and investigate the subsurface when a new track in constructed. (01.19.21)</p> <p>Copeland to be scheduled in Spring. JH to check track in the Spring for # of Blisters & required repairs. (February 23, 2021)</p> <p>JH walked the track; there are more blisters identified mostly in the D Zone. JH will obtain a proposal from Copeland and additional proposal from other vendors.</p> <p>Track is ok for competition, needs continued monitoring if there are any changes.</p> <p>Repairs to be scheduled for the summer. Need to get on selected companies schedule for the repairs June 28 – July 1st. Soundtrack surface for more repairs if necessary. (March 23, 2021)</p> <p>John Hall has sent the project scope to some companies for proposal to repair the track. Proposals are to be received at the end of April. (April 20, 2021)</p> <p>JH working with a few contractors to obtain proposals. (May 25, 2021)</p> <p>John hall working on finding a contractor to repair the track. One vendor looked at it. Copeland Coatings is not responsive. Reaching out to LandTek and others to find a repair firm. (June 29, 2021)</p> <p>JH: No track vendors I contacted could work on the track this summer, due to their involvement in large track projects. JH will follow up with vendors once school opens. (8.10.21)</p>
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JH working on obtaining cost proposals from vendors. (09.14.21)

JH stated the blister conditions occurs in the winter there are 3 companies that JH is reviewing the conditions and will look for repairs in the Spring 2022. Repairs to track until track has exceeded the useful life then replace the track. (10.26.2021)

JH is monitoring the repairs, will follow up in Spring with the potential bidders. (11.23.2021)

2. 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)

PG spoke with the mayor. Mayor suggested district engineer should review the condition with their engineer. (Rev 01.07.2020)

Control Point preparing Survey, Plan is to camera the piping and construction documents by Mid-March. (rev 02.26.2020)

JH engaged services of a pipe inspection firm to investigate piping. Investigation occurred on 3.16.2020. Found pipe from catch basin to field to be clear. Pipe terminates in a below grade manhole. A second visit to expose the manhole and continue pipe inspection is needed. It is assumed that piping goes across field. Goal of follow up investigation is to determine where piping goes. (rev. 04.14.2020)

JH Second pipe investigation occurred. Pipes enter drainage system under the field. Memasi/ Bohler need information from investigation to inform design. Geotech work needs to be completed. (rev. 5.12.2020)

Memasi is working with Bohler engineering to finalize design and put together bid documents. DL asked if due to the present climate, this project should be rolled back. Then the funds could be used to offset Covid 19 costs. OB reminded everyone that \$250,000 of the budget is grant money that would be lost. Plus, the district expensed funds for design, surveys etc. (rev. 8.18.20)

Project is on Hold (rev 09.15.2020)

Look at Drainage while waiting, the budget funding will not be lost due to postponement of the project. (11.17.20)

DM gave an update on the storm water study with Bohler noting that the results are under review. (12.15.20)

Bohler is working on the documents. (01.19.21)

Bohler update provided analysis of options. Stuart to review. Funding source required for excess over 250k, possibly use Repair Reserve. District will follow up on SC village's responsibility, for water issue from village water, reaching our property. (February 23, 2021)

Bohler is still researching possible repairs. (March 23, 2021)

Bohler has provided sketches for modifying the existing system. Bohler investigated the conditions and determined that the existing catch basin is too small to accept the storm flow. Bohler is proposing to install an additional catch basin that would be larger in size or replace the existing catch basin with larger catch basin.

Bohler provided sketches for the renovation to the MS Softball field and Stuart Schiller has provided an estimate. (May 25, 2021)

			<p>Tina contacted SED to see if scope of work could be added as an addendum to the MS project, she is awaiting a return call from SED project manager. (June 29, 2021)</p> <p>TM: Plans are finalized. We met with AD to discuss scope, timing, we must share plans with him. Looking to go out to bid ASAP. With June 2022 start. JH mentioned seed vs sod and the benefits related to the timeline. We will finalize details with AD. (8.10.21)</p> <p>Memasi submitting to the state (as an addendum to Bond Phase One) in the next month and bid for construction (09.14.21)</p> <p>Development of plans in progress. Project will be an addendum to MS Phase One. (10.26.2021)</p> <p>JH has reviewed drawings and sent comments to Memasi (11.23.2021)</p> <p>3. 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) Design is in progress to be bid in the Spring. (rev 01.07.2020) Discussion with Don Lange, DL is revising the backstop and netting.) rev 02.26.2020)</p> <p>JH shared estimates for netting options that included foul ball netting and backstop netting. JH was instructed to move forward with bidding out foul ball netting only. (rev. 04.14.2020)</p> <p>JH is waiting on a reply from Eric and then project will be bid. (rev 09.15.2020) JH received information and is setting up bid dates, construction to be in the spring. (rev 10.20.20)</p> <p>Ready for bidding, to be bundled with the front entrance. (11.17.20)</p> <p>This project will be bid at the same time as the Front Entry (01.19.21)</p> <p>The foul ball netting will be bid at the same time as the front entry landscaping. (February 23, 2021) Bids Due March 23rd @ 11am, Award April 15th. (March 23, 2021)</p> <p>Bids were received but exceed the budget for the project. School District is reviewing additional funding and hopefully will have an award at the May 6th BOE meeting. (April 20, 2021)</p> <p>Additional funding through Fund Balance is being reviewed. (May 25, 2021)</p> <p>March bids, additional funding was approved, however low bidder is requesting an additional \$10,000 due to the delay in award due to prices increases for material. John Hall has asked the bidder to check their numbers. (June 29, 2021)</p> <p>JH: Additional funding was resolved. BOE will approve Landtek at 8/19/21 meeting. Will start the project as soon material availability will allow. (8.10.21)</p> <p>Submittals from Landtek received and reviewed and Landtek needs to resubmit to order the material (09.14.21)</p>
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			<p>Landtek has submittals reviewed and more information is required. Landtek in the process of resubmitting the submittals and work could progress in the winter weather permitting. Nets are required by March 2022 pending weather and delivery issues. (10.26.2021)</p> <p>Submittals are pending. LandTek stated they can meet the March date. (11.23.2021)</p>
	5.25.21		<p>Tents for Cafeteria usage, there are two proposals, Memasi reviewing requirements for SED filing and looking at a 180-day period that would allow tents this school year and Fall 2021. Tents are in place SED submission is being finalized for SED approval. (May 25, 2021) July 1st tents to be removed and if necessary reinstalled in the fall. (June 29, 2021)</p> <p>Tents have been reinstalled (09.14.21) MS tent resubmission to State is complete. JH looking into keeping tents up longer than Thanksgiving. (10.26.2021)</p> <p>Tents will remain up until After Thanksgiving and then removed (11.23.2021)</p>
	5.25.21		<p>JH mentioned noise complaints from neighbors near HS stadium. District will work with Memasi to engage the services of a Sound Consultant to review conditions and assess options. Acoustic Engineer looking at simple solutions, if these do not reduce the sound levels then a site visit will be required (May 25, 2021) Fund Balance is available to review solutions for the noise at the field (June 29, 2021)</p> <p>JH: We will work with Memasi to engage the services of the Acoustic Consultant, to inform what will need to be done to resolve the sound issues. (8.10.21)</p> <p>District issued PO's to two consultants (11.23.2021)</p>

Old Business			
	08.10.21		<p>Glen Head Maintenance Portable: estimates are being prepared for review, Cassone container, Morton building, wood framed building. (May 25, 2021) Portable Building is in progress. All payments will be made through the insurance Company. (June 29, 2021)</p>
	08.10.21	District	<p>JH: Cassone Solution cost and long lead time make it a non-starter. We are circling back to a Morton Building solution. (8.10.21) JH – Cassone Building is out as it is too expensive and will take too long to get. We are looking at a Morton Building solution. Working with Insurance, contractor and Memasi to get buildings designed and submitted to NYSED. (9.14.21) Contractor is delayed working on other IDA projects to start the submittal with SED and replacement of the building. (10.26.2021)</p> <p>District & Renu Restoration moving forward with a Moton style building. Waiting to receive drawings from Morton to proceed. (11.23.21)</p> <p>Electronic Sign at HS Entry Drive; District & Memasi will review options for digital signs. (May 25, 2021) Estimate cost 60-70 District budgeted 60k. District and Memasi is reviewing a company in LI. Stuart estimates much higher. District will review the next steps. (June 29, 2021) JH working on obtaining a cost for traffic study no success with AAA. Proposal received from Memasi/Bohler (09.14.21)</p> <p>JH: Conduit from VH installed in Landscaping project. Need to secure traffic study company. Will investigate if AAA will do traffic study. Need some input from BOE on size, layout, and landscaping for sign. (8.10.21)</p> <p>Bohler proposal is \$15,900 for the investigation. JH looking for approval to move forward. Previous Traffic study was completed in 2004. Need BOE approval to accept Bohler proposal. Seeking revised Proposal to include Kissam intersection and other areas. (10.26.2021)</p> <p>Received revised proposal from Bohler for traffic study. Need BOE approval. JH will add to agenda for next meeting (11.23.2021)</p> <p>Classroom of the future. Long Term Outdoor Learning spaces. Group “Think Outside” has interesting ideas. We have 21st classroom furniture funds available as collaborative furniture purchase not conducive to a Covid World. (8.10.21)</p>
	09.14.2021	District	<p>Storm Damage sump overflow.... (09.14.21) JH stated the school district contracted with electrician to relocate sump control panel to higher ground. (10.26.2021) Work needs to be schedule pending weather planned for next week 11/29 (11.23.2021)</p>
	09.14.21		<p>Turf Field damage and infill was lost. JH working with Landtek to make repairs. Field is in year 9 and discussion and budgeting should occur on the replacement of the field. (09.14.21) Landtek performed the repairs (10.26.2021)</p>
	09.14.21		<p>Issue Resolved (11.23.2021)</p> <p>MS home & Careers room had some mold, and it was remediated. (09.14.21) This room is renovated into the main office in the summer and the wall will need to be reviewed (10.26.2021)</p>

New Business	11.23.2021	District	District looking at Electric Buses Infrastructure needs to be reviewed with engineers. (11.23.2021)
New Business	11.23.2021	District	GH Field sink hole – Getting quotes from contractors (11.23.2021)
Next Meeting		All	Virtual meeting is scheduled for Tuesday, January 4, 2021, at 9am.