

## **Twinsburg Board of Education Buildings & Grounds Subcommittee Meeting**

Thursday, March 2, 2021

Samuel Bissell Elementary School, Large Group Room ~ 6:30 p.m.

1811 Glenwood Drive, Twinsburg, Ohio 44087

### **Meeting Minutes**

*In Attendance: Tina Davis, Angela DeFabio, Kathi Powers, Chad Welker*

CALL MEETING TO ORDER: The meeting was called to order at 6:38 p.m.

Minutes from December 19, 2019 Buildings & Grounds Meeting were approved.

### **DISCUSSION ITEMS**

Referencing 12/19/2019 Agenda item: Traffic Study will be done this upcoming Fall – delayed because of COVID – waiting to observe regular traffic.

Mrs. Powers requested to add an additional item to the Agenda regarding facilities rental.

### ***Summer Projects 2021:***

- Facilities Assessment and Strategic Plan is used to prioritize projects.
- Approximately \$2 million dollars of PI funds will be used for summer projects.
- Major categories of focus: HVAC, Roofing, Paving, Doors, Technology, Plumbing
- ROOFING
  - A thermographic study was done a few years ago and helps to prioritize the roofing areas of concern.
  - Right now RBC west wing needs the most attention. It is well beyond the 10-15 year expected longevity. Garland has been the vendor for roof repairs for numerous years – will use again. A roof access will be added to RBC during the roof replacement.
- PAVING
  - The District spends about \$50,000 a year for sealcoating and striping of lots. Needs for this summer are Central Office, library parking behind RBC, Wilcox driveway, RBC parking in front of offices.
  - A long-term strategy for student parking lot at THS should be addressed in the next few years. Sealcoating is not a solution to fix the condition of the surface. Estimate is around \$100,000 to do what is needed. Solutions for the student lot and the RBC lot by the bus garage are uncertain because of the Conceptual Legacy Project and when the scope of that project will be determined. These are the most concerning areas along with the area behind Wilcox.
- DOORS
  - Current areas of concern: replacing doors at the flagpole entrance of RBC; doors at the greenhouse entrance of Dodge; small adjustments as part of annual maintenance to all doors. Security audits of doors are done throughout the year.
- TECHNOLOGY
  - This summer, the final phase of the 4-year plan to upgrade the network will take place involving Wilcox and Bissell. All other buildings have been completed and the upgrades have made a great improvement. Erate funding will once again be used – cost will be 40% cheaper using this funding.
- PLUMBING
  - Plumbing repairs/upgrades will include: upgrades in the THS foods room; replacement

- of a dishwasher at RBC; compressors for walk in freezers; disposal replacements
- Athletic projects: volleyball nets will be upgraded; wind screens at the tennis courts will be installed/replaced
- Bleacher inspections; playground inspections; kiln inspections are done every year; stage inspections are also done to ensure safety.
- Maintenance & Grounds – have spent time reorganizing work spaces, auctioning off unused equipment

***Anticipated Energy Conservation Project:***

- The facilities assessment identified that HVAC was definitely an area to improve. Dodge alone showed a need for about 4 million dollars of renovations needed for HVAC.
- An Energy Conservation Plan will guarantee the District a certain amount of energy savings in a year. The District can utilize energy savings to fund renovations.
- A number of conservation companies have been vetted out through Ohio Schools Council. Several site visits have been made by three of the companies.
- Projected energy savings are approximately \$200,000 per year. Savings are in three areas – lighting, mechanical upgrades, and HVAC controls.
- The guaranteed savings would be in the electric and gas bills. Common framework is a payback in 15 years.
- An estimate of up to 3 million dollars could be financed with the projected energy savings.
- Considering three companies – Gardiner Service Company out of Solon; Energy Optimizers; Brewer Garrett.
- Guaranteed energy savings was greatest with Gardiner Service Company. Brewer Garrett were significantly higher priced than the other two.
- Scope of work to be addressed in the plan: Lighting – converting all lights (indoor and outdoor) to LED; mechanical upgrades; Bissell, Wilcox and RBC heat pumps; upgrade boilers at Bissell, Wilcox and Dodge; chillers at Bissell and Wilcox will be replaced; THS replace existing cooling tower (original to building); air unit in kitchen is non-operational and would be replaced; three boilers at Dodge 3 boilers that are over 15 years old (life expectancy is 15 years) replacing with a 2.5 BTU unit that will address the needs of the entire building.
- The control upgrades would be a non-proprietary system; this would allow additions of additional equipment later on down the road. This control upgrade would have applied intelligence which can analyze data and provide feedback and troubleshooting measures; can diagnose problems quicker; includes 3-year service contract providing support and training for staff.
- A presentation will be made to the Board with hopeful approval thereafter.

***School Bus Purchase:***

- Scheduled for 3 new buses as part of the 10 year replacement cycle – one bus will be financed with a \$25,000 grant; cost is approximately \$83,000 per bus

***Planning for 2021/2022 School Year:***

- Parent survey and staff survey will be distributed electronically next week regarding on campus and virtual learning.
- Measuring has taken place in all buildings using 4.5 feet physical distancing – typically this would fit about 24 students in a classroom

***Wayfinding Study:***

- Guide Studio, Inc. prepared a Wayfinding Analysis Report for the District. This preliminary report points out several areas that should be considered in regard to signage and gives recommendations for improvement. The areas addressed were: old, worn and damaged signs; clutter on the current signs; lack of information on current signs; inconsistent signage; unclear directions on signs; unidentified building entrances; and signs that look too much like the city

signs.

- All recommendations in report would amount to approximately \$100,000. Amount available in budget now would be around \$25,000. Committee thought attention should be on the Welcome Center signage and directional signage for general traffic flow.

***Conceptual Legacy Project:***

- Teams will be reassembled to collect and discuss feedback regarding the past year – will look at the challenges encountered due to COVID and any other challenging areas.
- Have had some discussions with Allerton Hill (marketing firm located in Columbus) with experience in assisting District with marketing strategies aligned with building projects.
- Further discussions will continue to determine whether their services would benefit our District.

***Facilities Rentals:***

- Discussion regarding whether inside and outside facilities should be made available to outside groups for rental (during the ongoing pandemic).
- Staffing should be a consideration when deciding upon external use of inside facilities.
- Committee does not want to burden District's staffing levels if facilities were opened.
- The District's insurance company requesting a revision to the facility contract to add wording about groups adhering to CDC guidelines. District would also like groups to provide their own Compliance Officer at events. Training would be provided by Brian Fantone.
- Full Board will consider this topic during their next meeting.

Meeting adjourned at 8:30 p.m.

Meeting Minutes approved, November 29, 2021