

Building, Security, & Technology Committee Meeting Minutes
February 6, 2018
Main Office Conference Room
5:15 PM

Present: Mr. Stanley Marcus, Mrs. Karen Smith, Mr. Richard Hansen, Mr. Vincent Loiacono, Mr. Robert Vining and Mrs. Kathryn Strouse

Roof Project Update: The Facility Manager provided the committee with an update on the bid for partial roof replacement. The current low bidder was a company named Paneko Construction. The verification of references was completed and it was recommended to the Authority to award the partial roof replacement to Paneko Construction. The Authority agreed so we are finalizing the necessary paperwork and bonds to complete the bid award. The Partial Roof Replacement is currently scheduled to begin on June 18, 2018.

Stewart Printing Services Proposal: The Director of Facility Operations provided an overview of the proposal from Stewart Printing Services to provide support and services to the various printers within the school. As per the proposal, Stewart Printing Services would provide toner and replacement printer services for a period of three years. It was stated that the reason for the proposal was that MBIT was looking to reduce our costs to support the printers. At present MBIT spends approximately \$19,000 annually to support the printers, this includes replacements, toner and expendable parts. The proposal from Stewart Printing Services would be approximately \$1,100/month (\$13,200/annually). This represents a savings of approximately \$5,800/annually. The references for Stewart Printing Services have been verified and we are recommending approval of the proposal by the Executive Council at the February meeting.

PEPPM Mini-Bid for Updates to our Internal Switches: The Director of Facility Operations provided an update to the PEPPM mini-bid for replacement switches on the network. The proposed switches would increase the network core speed from 1GB to 10GB. This need is driven by the increased use of the internet and its streaming content throughout the school. There were a total of 17 vendors invited to bid. We received two bids for equipment and services; Integral, who quoted the switches specified (HP Aruba) and Advanced Technology Services (ATS), Inc. who quoted an equivalent made by Huawei. The low bidder (ATS) is being contacted for questions about technical support, response availability and time, if there is a local presence and for references. The committee asked questions about specifications and was surprised that so few responses were received. The size of order may have influenced the process. The final recommendation will be presented at the March Executive Council meeting. The Committee expressed their support of this project.

Snow Plow Truck: The Business Manager reviewed a summary of the quotes received from three different dealerships for a 2018 GMC Sierra 2500 HD 4WD Regular Cab pick-up truck. The MSRP of vehicle was \$40,220 and lowest cost was \$28,134. The additional equipment specified included an 8-foot steel snowplow and a tailgate salt spreader. The dealerships quoted BOSS and Western snow removal equipment. The Business Manager is working with two of the

dealers to have them quote identical equipment. Once equipment and cost are aligned, the next step is to finance the purchase using a \$1 buyout five-year lease. The Committee supported approving the lease.

Facility Maintenance Plan: The Facility Manager provided a copy of the Facility Maintenance Plan that lists all the major maintenance and replacement items identified for the next five years on a rolling forward basis. It is necessary for both proper operation and for budgeting purposes that the plan encapsulate all the know maintenance and end-of life infrastructure equipment. The plan lays out what equipment would need to be replaced and their approximate cost as well as repair and maintenance requirements for such stationary items as the parking lots, out buildings and exterior lighting. A copy of the Facility Maintenance Plan is attached to the minutes.

The meeting ended at 5:50 pm.

Middle Bucks Institute of Technology					
Facility Maintenance					
Priority	Project	Category	Timeline	Estimated Cost	Status
3	ADA Compliance	Safety	NA	\$0	Current with 2010 ADA Standards
3	Concrete - repairs and reduce concrete footprint	Maintenance	On-going	\$25,000 per year	South walk Flag Pole Plaza
2	Electrical	Maintenance	2018-2019	\$7,800	Burlington Electrical Testing - Testing and cleaning for 9 transformers
2	Electrical	Maintenance	2018-2019	\$2,600	Infra-Red tesing of electrical panels
3	Façade - Powerwash exterior stucco on building	Maintenance	Summer 2020	\$10,000	InterState
3	Façade - Inspect and repair lintels on building	Maintenance	Summer 2020		
2	Façade - Paint exterior steel doors	Maintenance	Summer 2018	\$7,500	Four Flags Painters
1	Flooring - Remove carpet in Rooms 117; replace with tile	Education	Summer 2019	\$8,000	Jamison Carpet

Priority:

- 1 - Most Urgent - Replace/Repair Now - <1 yrs
- 2 - Urgent - Replace/Repair Very Soon - < 2 yrs
- 3 - Needed - To Be Scheduled

Priority	Project	Category	Timeline	Estimated Cost	Status
1	Flooring - Rm. 118 Locker Room	Education	Summer 2019	\$1,350	Jamison Carpet
2	Flooring - Staff Lounge, Restrooms & Hallway	Maintenance	Summer 2018		
2/3	Flooring - Main Office carpet	Maintenance	Summer 2019	\$15,000	Jamison Carpet
2	Flooring - Renovate lab floor in Collision Repair program	Education	Summer 2018	\$15,640	
3	Flooring - Replace tile floor in main hallway at the top of stairs	Maintenance	Summer 2019	\$40,000	Jamison Carpet
2/3?	Flooring - Replace carpet in Room 101 and Main Office area	Maintenance	Summer 2019	\$8,000	Jamison Carpet (See other Main Office carpet job above)
2/3	Grounds - Resurface back courtyard stairs	Safety	Summer 2018	\$2,500	Remodeling Concepts Inc.
2	Grounds - Renovate exterior of outdoor buildings on former farmhouse property; paint exterior & replace missing windows	Maintenance	Summer 2018	\$5,000	
1	Grounds - Identify designated parking spaces for CB bus drivers	Safety	Spring 2018	\$5,000	\$5,000 in 2017-2018 Budget

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Priority	Project	Category	Timeline	Estimated Cost	Status
1	HVAC Control Upgrade to replace obsolete Siemens hardware and software	Maintenance	2017	\$62,515	Capital Reserve Funds
2/3	Replace HVAC Units	Maintenance	2020		66 Units - various sizes Develop schedule of units by year
2	Lockers - Replace lockers in Multimedia Technology	Education	2019	\$3,500	\$1,500 in 2017-2018 Budget
1	Lockers - Build a locker room for HVAC program	Education	Summer 2018	\$7,000	
1	Playground - Install new playground equipment in preschool lot	Education	Summer 2018	\$14,000	Keystone Stars Grant funded - 2016-2017
2/3	Plumbing - Replace 16 year old ejector pit	Maintenance	Summer 2018	\$9,410	
1	Roof Repairs	Maintenance	Ongoing	1.5 mil	A, B & C sections of the roof selected for bid for 6/2018
2/3	Security - Create a secure entrance vestibule area	Safety		\$20,000	
2	Security - Additional security cameras	Safety		\$25,000	

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Priority	Project	Category	Timeline	Estimated Cost	Status
1	Technology - Replace switches (10 gig)	Education/Maintenance	E-rate	\$45000 - \$65,000	
2	Culinary Lab - Replace Walk-in refrigerator and Freezer and Dishwasher	Education		\$14,224 - dishwasher	

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