

SULLIVAN WEST CENTRAL SCHOOL DISTRICT
33 SCHOOLHOUSE HILL ROAD
JEFFERSONVILLE, NY 12748
845-482-4610

MEMO

TO: Dr. Hackett; Rachel Brey; Joan Glase; Albert DeMarmels;
Rickey Layton; Lucas Arzilli; CJ Goodwin

Absent: Mary Scheutzow; Stephen Lewis; Scott Haberli; David
Franskevicz; Brian Manning

FROM: Lorraine Poston, Asst Supt for Administrative Services

DATE: 4-11-16

RE: Minutes from March 8, 2016 Facilities Needs Committee Meeting

- 1) HS Fields – Fields are complete. Matt will work with CJ to determine the credit that will be issued to the District. The credit is for contract work that was not done such as cleaning out the catch basins. Grass has not started to grow. The drainage looks good.
- 2) Storage Facility – Building is not complete. The timeline shows that it will not be complete for another month to 6 weeks. The issue has been manpower. The District's construction manager's budgeted time is running out. They were supposed to be done December 1st, but the contract took time to approve, this pushed the timeline out to January. The contractor does not face any liquidated damages. CS Arch has all the documentation tracking the delay of work. This would mean that the District may incur an additional expense to continue the construction manager services. If this happens, the expectation is that the construction contractor will issue a credit back to the District. However, there is no guarantee that the contractor will agree to this credit which could lead to the District taking the contractor to court. The interior wall framing, and gypsum board are up and the heating unit is being installed. Work that needs to be completed in order to close out the project are: walls need to be painted; trim installed and some site work around the building.
- 3) Signage – Wording and location of signs were discussed. Total cost is approx. \$4,000 for three signs. The signs will be a soft blue with black lettering. There will be a single attachment point so that the sign faces where it can be read. The signs will be located at the '38 entrance off of Schoolhouse Rd, at the end of the '38 building and at the '94 entrance off of Schoolhouse Road.
- 4) Fuel Oil Tank – SED sent comments on the designs. CS Arch is consulting with the engineer. It is believed that we will have approval in a month and can go out to bid by May. The timeline is to start and complete the project over the summer while school is not in session.

- 5) Building Condition Survey – CJ left copies of the survey for the supervisors to review and comment on. Items on the list totaled over \$10 million with the majority of the repair needed at the ES. A number of the items in need of maintenance were included in the 2015 voter approved referendum. At the ES the health and safety items will be addressed with the capital funds.

Eastern Heating & Cooling was contacted regarding the HVAC at the ES. We would like to have HVAC controls that operate similar to the HS. This is a high priority item.

***The next Facility Needs meeting will be on Thursday, April 14, 2016
at 4:45 pm at the SWHS counseling conference room.***