

EAST PROVIDENCE SCHOOL DEPARTMENT

East Providence City Hall – Conference Room 306

145 Taunton Avenue

East Providence, Rhode Island 02914

School Committee-Facilities Sub-Committee Meeting

October 7, 2014 - Open Meeting

7:00PM

In attendance: Nate Cahoon and Anthony Ferreira, School Committee members; Kim Mercer, Superintendent; Linda Dykeman, Deputy Finance Director; Ed Catelli, Facilities Supervisor; Mike Taber, Project Manager; Anthony Feola, Security Manager; Bob Duarte, Athletic Director.

Stage II Necessity of Construction

Kim Mercer explained that she met with Mr. Joseph DaSilva from RIDE regarding questions about how the process works; we applied for \$10 million for our district; if we have money in capital account, we will get reimbursement; but we have to always have money in the fund; reviewed and explained amounts allocated per school on summary page; we cannot exceed the amounts listed for each building listed on the Project Certification-Immediate Health and Safety document dated July 8, 2014.

Mr. Catelli called attention to Scope of Work Breakdown by School; discussed the priorities:

i.e. univents and at specific projects for Whiteknact School. Mr. DaSilva had concerns about asbestos tile at Whiteknact; we keep adding year after year.

Kim Mercer - Whiteknact not part of the current projects; old; Whiteknact asbestos tile in this; doors on this one too. Little bit of bond money left; at next School Committee meeting, two projects: doors and tile will be coming out of this; we did get permission from RIDE.

Funding Sources

Kim Mercer

2013 budget surplus – 2014 - \$ 2 million now in capital – minus doors and floors

2015 budget – add \$1 million; \$3 million now; city has committed \$200,000 to Orlo Ave. School alarm project; we will receive proceeds of building sale; then up to \$4 million; reimbursement 52%; can be more if CHIPS for certain items.

Mr. Catelli—we have to keep the projects going every year; RIDE helpful; they helped with Stage II application and gave us good advice; we are approved for \$10 million for next five years' can apply to go over amount, but not right now at beginning stage.

Linda Dykeman – will start up a spreadsheet; Superintendent felt we are in a good place right now.

Existing Projects

Kim Mercer asked Bob Duarte to attend the meeting regarding a soccer field proposal from Bayside for a turf lacrosse/soccer field; they are looking at taking care of lacrosse now; full size soccer and lacrosse; lighting; would like to do some work on baseball field; asked us to monitor fields on daily basis; concrete pad for concession, bathrooms, etc. Bob talked about making all fields more playable; whole center of football field is dirt and has been that way for years; if we put this field in, can use for soccer, etc. Discussion about this. Bob said he only received the drawings; they can do a full proposal at the next School Committee meeting. Bob said they would have the time between 6PM and 10PM and we would have time between 2PM to 6PM; for home games, we have priority to have games there. They want a maintenance person; they are both graduates of EP; this project can potentially be ready for April 1st if started by November 1st; it would take four to five months to complete. If approved, we can put out to bid process; work cheaper in the winter.

Kim Mercer questioned if this project has to go to City Council also. Mr. Ferreira – would prefer to see what schedule is for Monday through Friday and the weekend; he needs information about dates,

then he will do his due diligence.

Bob Duarte – we do not use fields at nights now other than AYSO on weekends; he talked to them about needs; 2-6PM and maybe Saturday for makeup games; Bob did not think this was a problem; AYSO proposal asked to send out ahead of time to School Committee.

Mr. Ferreira – needs to see how many hours per week they need to make it work

Nate Cahoon shared those concerns; asked what is the basis of their funding?

Mr. Catelli responded - mostly donated funds

Mr. Ferreira – 30 years; leasing not in realm of discussion

Kim Mercer asked who would get the proceeds from the use of the field?

Mr. Duarte - 2-6 PM for high school; 6-10PM them; we have to maintain; they recoup from rentals

Mr. Ferreira asked what about the bathrooms; we are tying up major field in the city; he has questions about how many hours; bathrooms; water, maintenance, etc. \$1 million unheard of

Kim Mercer –will put on the School Committee agenda as information only; action item later; all will have questions; we will not vote on this at the meeting on Tuesday; this needs a special meeting

Bob Duarte – we need someone to maintain fields on daily basis

Mr. Catelli – will need a leaching field or compost; cannot tie into high

school

Nate Cahoon – we can look at the proposal, note our concerns, then negotiate with them.

Mike Taber reported that we should pay bills of smaller companies; Mr. Ferreira wants to hold everyone liable for projects.

Mike Taber – low bidder is not the best situation; should be best qualified; try to stop bond company, arbitration etc.; the ones completed; \$194,000 legitimate; two on hold - \$137,000

Mr. Ferreira was comfortable with that.

Nate Cahoon– on several, balance remaining; he asked if “close out” documents have to be provided to the city? CHIPS to RIDE before we pay; if no written information, another School Committee could award a bid to a bad contractor if nothing written down.

Mike Taber – if you are low bidder, you get the contract

Mr. Catelli – should discuss this with the schools and the city.

Linda Dykeman –need to be more proactive in writing the bid document writing and get involved right away.

Mike Taber– not after, but before the bid is sent out; yes and no questions

Ed Catelli – need a good architect; that’s the foundation

Discussion about low bidders on both city and school projects

Nate Cahoon– government uses best value

Mike Taber talked about open items at Waddington on the punch list; it is taking too long; with \$134,000 left, they are still in the game; we

do have some controls in place; issues with the PA system; we will make that a top priority

Mr. Ferreira – problem with power in three classrooms at Orlo

Mr. Catelli– have to put in circuits in classrooms

Future Projects and Prioritizing Projects

Ed Catelli – plans to do new handicap ramp at Riverside Middle School; need to think about in between roof issues – five year plan; High School-do one fourth at a time; bath rooms don't serve our students; we need to go out to bid on the Orlo Fire alarm project.

Kim Mercer – if city puts money in our line item, it is reimbursable and will go towards Orlo; RMS bid coming up; two bathrooms at Waddington; Orlo Fire System Upgrade – we have to do it now; problem at MJ Francis with heating in one room which is now a first grade classroom and the gym.

Ed Catelli – we need to look at it with SMMA; they already have the plans done; work on Whiteknact and Riverside Middle School first.

Kim Mercer – next we have to look at univents; quite a few projects will be coming to School Committee for approval.

Personnel

Kim Mercer talked about a Project Manager; Mr. DaSilva advised that if we hire for projects, it is reimbursable; if electrician, plumbing, etc. may need commissioning agent; don't put the person on our payroll.

Linda/Kim - job description to be written up; there will be three job descriptions

Mr. Catelli - electrical work very important; need the electrician on board

Linda Dykeman is working to get better policies in place to run things smoothly; flow paper to us.

Nate Cahoon asked what is the School Committee really approving on the Bill Lists each month

Discussion about how to make payables work more efficiently.

Linda explained new breakdown of payments to give School Committee more and better information.

Next Meeting Date - in November before the School Committee meeting; to be advised.

Meeting adjourned at 8:54PM.

Respectfully submitted,

Patricia A. Iannelli, Administrative Assistant

Elizabeth Clupny, Clerk of the Committee