

Action By	Item No.		
	7.2.1	Board approves Act 34 Resolution (permission to hold hearing and advertise)	January 11, 2010 7:00 p.m. Board mtg.
	7.2.2	NLSD advertises Act 34 Hearing	January 12, 2010
	7.2.3	Act 34 Hearing	February 3, 2010 7:00 p.m. special mtg.
	7.2.4	Board approves PlanCon Parts D and E	March 8, 2010 7:00 p.m. Board mtg.

DESIGN:

- 7.3 KCBA provided an update of the site plan, floor plans and elevations. Discussions included, but were not necessarily limited to the following:
- KCBA** 7.3.1 KCBA noted that Glen B. Bush has met with the NLSD to perform preliminary programming for the kitchen renovations.
- KCBA** 7.3.2 KCBA is working with the NLSD to refine the Health Suite. A copy of the recent sketches are attached to the meeting memorandum.
- NLSD** 7.3.3 Plan – Linda Marcincin noted that concerns previously raised regarding clear opening door width dimensions at the proposed entry at the north elevation (from new bus loop) have been resolved. The NLSD will modify current operating procedures to address the unnecessary stacking of students at the building exterior.
- KCBA** 7.4 KCBA noted that recent programming meetings included food service and mechanical, electrical and plumbing. (A second meeting is required to discuss the electrical and plumbing issues with Greg and his staff.)
- KCBA** 7.5 KCBA is currently working on the design development (DD) drawings. 100% DD are due to DEI by December 18, 2009 at which time DEI will perform a constructability review and a value engineering analysis session.
- DEI/KCBA** 7.6 DEI noted that a series of bid alternates will be developed for cost control. A list will be reviewed with the NLSD at a later date.

PLANCON/APPROVAL PROCESS:

- 7.7 A preliminary plan review was conducted with the Slatington Borough on November 24, 2009.
- KCBA** 7.8 DEI provided an overview of the PlanCon Part D (Project Accounting Based on Bids) procedures, Act 34 booklet and the Owner's involvement. The hearing is scheduled for Wednesday, February 3, 2010 at 7:00 p.m. The NLSD has requested that KCBA e-mail a Word file of the resolution to NLSD for their use.
- KCBA/BIA** 7.9 KCBA/BIA has prepared the preliminary land development submission to the Lehigh Valley Planning Commission. The meeting with the LVPC – Comprehensive Planning Committee is scheduled for Tuesday, December 15, 2009 at 12:00 noon. A second meeting is tentatively scheduled for Thursday, December 17, 2009 at 11:00 a.m.



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	7.10	KCBA met with the Lehigh Valley Inspection Services for a preliminary building code review (see KCBA meeting memorandum issued under separate correspondence). Major items of discussion included, but were not limited to the following:
ALL	7.10.1	Re-building the stringers, treads and risers of the existing inner-communicating stair to provide for code complying stairs and to match the profile of the new stair construction. This issue should be further discussed and resolved at the next meeting.
	7.10.2	The possible addition of a portion of stabilized fire lane or the addition of a fire hydrant to provide access to the west end of the building.
	7.10.3	The NLSD will not be required to provide a completed fire suppression system per phase; however, will be required to provide upon the completion of the project.
		<u>SCHEDULE:</u>
DEI/KCBA/ NLSD	7.11	The milestone schedule was not modified this meeting.
		<u>BUDGET:</u>
	7.12	DEI will prepare an updated estimate of probable costs when the design development drawings are received later this month.
		<u>INVESTIGATIONS / SITE SURVEYS</u>
CMX	7.13	CMX has completed their geotechnical investigations. A copy of the report is expected December 14, 2009.
DEI	7.14	Proposals have been solicited for environmental investigation services. The scope will be awarded to JMSI. Contracts have been received from NLSD and will be processed.
NLSD	7.15	Roto-Rooter of Allentown, PA has been contracted to perform the storm and sanitary camera investigations and jet cleaning. Roto-Rooter visited the site; however was unable to locate many clean-outs needed to gain access to the sub-slab piping. The NLSD staff will attempt to locate the clean-outs and inform DEI at which time Roto-Rooter will be scheduled to return to the site to perform the testing.
	7.16	Infiltration testing was performed by BIA. The report is included with the land development submission.
DEI	7.17	Precast and prefabricated modular classroom construction is currently being investigated by DEI.
DEI/KCBA	7.18	DEI and KCBA have commenced with preliminary phasing review.
	7.19	DEI provided a letter of response regarding ESCO Services. The NLSD has decided that ESCO Services will not be performed for this project based upon the concerns outlined in the DEI memorandum.



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MISCELLANEOUS:

- 7.20 The NLSD Board approved on 12/7/09 the submission of the Mandate Waiver Request to the Pennsylvania Department of Education. DEI submitted the signed form to the PDE on December 8, 2009.

MEETINGS:

- 7.21 The next Leadership Team meetings are scheduled as follows:
- 7.21.1 NLSD Leadership Team Meeting December 22, 2009 12:00 noon. (lunch will be provided)
 - 7.21.2 NLSD Leadership Team Meeting January 6, 2010 5:00 p.m. B&G Meeting.

Anyone taking exception to the statements in these Minutes, including omissions, shall notify DEI in writing within three days of receipt.

Respectfully Submitted,
D'Huy Engineering, Inc.



Doug Taylor, Associate AIA, AVS
Senior Project Manager

DISTRIBUTION:

Mike Michaels / NLSD
Linda Marcincin / NLSD
Greg Derr / NLSD – Please distribute to Leadership Team
Jay Clough / KCBA
Eric Gianelle / KCBA

ATTACHMENTS:

Meeting Sign-in Sheet
Meeting Agenda



LEADERSHIP MTG.

NLSD
DEC 9 2009
DEI PROJ. NO.
29000

SIGN-IN

NAME

REPRESENTING

DOUG TAYLOR

D'HY ENGINEERING INC.

Jack Follweider

School Board

Edward E. Hartman

School Board

Donald H. Dangler

School Board

Gregory S. Williams

School Board

Greg Derr

DIR BK

Jeff Bachman

NLSD - Technology

Sue Barnuck

NLSD - FSD

Sherril Meltonis

NLSD - District Office

Linda Marenica

SE

Kristie Berger

SE staff

Michele Dotta

SE staff

Auzanne Mengel

AR Staff

Sharon Williams

SE staff

Lori Middaugh

SE staff

Karen Nicholes

NLSD.

John Brusuk

NLSD - technology

JAY CLOUGH

KCBA ARCHITECTS

MIKE KELLY

KCBA ARCHITECTS

Jeremy Melber

NLSD - Business Office

**NORTHERN LEHIGH SCHOOL DISTRICT
SLATINGTON ELEMENTARY SCHOOL
ADDITIONS AND RENOVATIONS**

AGENDA

December 9, 2009
Design Meeting No. 7

1. KCBA plan/elevations and site update
 - a. Classroom Addition finished floor elevation considerations
2. Update on end User Mtgs.
 - a. Kitchen programming
 - b. Health Suite
 - c. MEP (schedule follow-up mtg)
3. Design Development Phase
 - a. 100% DD drawings due to DEI 12/18/09
4. Preliminary budget
 - a. DEI to update upon receipt of DD drawings
 - b. DEI response to ESCO services provided to NLSD
5. Project Schedule update and upcoming meeting dates
 - a. Next Leadership meeting- Tuesday, 12/22/09 at 12:00 noon
 - i. KCBA to review DD drawings with team
 - b. KCBA to review results of Preliminary Bldg. Code Review mtg. with LV Inspection Services
6. PlanCon update
 - a. Plancon Part A/B- PDE Approved
 - b. Preparation of PlanCon Part D
7. Existing conditions survey items:
 - a. Sub-slab sanitary lines (Roto-Rooter)- NLSD to advise
 - b. Geotechnical Engineer (CMX)- Report preparation in progress
 - c. Infiltration testing (BIA)- Complete
 - d. Environmental consultant (JMSI)- Executing Contract
8. Upcoming meeting topics
 - a. Project Phasing (Building and Site)-Coordination and Approval by NLSD and AHJ
 - i. In progress
 - b. Precast or steel framed modular classroom construction
 - i. In progress
9. Upcoming investigations/activities:
 - a. Update on meeting with the Slatington Borough-11/24/09
 - b. Environmental investigations
 - i. To be performed upon execution of contract
10. Mandate Waiver- Single Prime vs. Multiple Prime contracts- On Board Agenda 12/7/09
11. Approvals
 - c. Plancon Part A/B
 - d. Preliminary LD submission to LVPC 12/3/09

