



**Action  
By**      **Item  
No.**

**DESIGN:**

- 8.3 KCBA provided an overview of the 100% design development (DD) drawings. Discussions included, but were not necessarily limited to the following:
- 8.3.1 KCBA explained the furthered development from preliminary design to design development.
- 8.3.2 KCBA provided a hard copy set of the DD drawings to the NLSD. NLSD is requested to review and advise of any comments.

- NLSD** 8.4 DEI noted that a second meeting is required to discuss the electrical and plumbing issues with Greg and his staff. Greg was requested to provide dates of the NLSD availability for this meeting.
- 8.5 KCBA delivered a CD of the DD drawings to DEI at the meeting. DEI will commence with the constructibility review and value analysis immediately after the upcoming holiday week.
- KCBA** 8.6 KCBA is requested to schedule follow up programming meetings with the NLSD staff. The purpose of this meeting is to obtain and record the sign off of the heads all major departments. DEI should be included in the meetings.

**PLANCON/APPROVAL PROCESS:**

- ALL** 8.7 DEI reminded all attendees that the Act 34 hearing is scheduled for Wednesday, February 3, 2010 at 7:00 p.m.
- KCBA/BIA** 8.8 KCBA/BIA has prepared the preliminary land development submission to the Lehigh Valley Planning Commission. The meeting with the LVPC – Comprehensive Planning Committee took place on Tuesday, December 15, 2009. The LVPC provided written comments at the meeting and tabled approval of the preliminary submission until January 2010. A copy of the LVPC comments was issued under separate correspondence (Reference memo dated December 15, 2009). BIA will incorporate changes outlined under the LVPC review letter and resubmit by January 14, 2010 for a meeting with the LVPC on January 28, 2010 at 12:00 noon.
- 8.9 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** 8.9.1 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. The NLSD has agreed to forgo a waiver request to maintain the existing stair configuration and to replace with code compliant stairs. This work is planned to minimize liability to the NLSD.



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8.9.2 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. (To be determined.)

**SCHEDULE:**

<b>KCBA</b>	8.10	The milestone schedule was not modified at this meeting. DEI did however express concern for KCBA/BIA submission of the NPDES submission as this is a critical path activity that will impact the project start date planned for July 2010. KCBA noted that BIA is waiting for the necessary PNDI response required for the said submission. DEI requested that KCBA press the applicable parties for this information.
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**BUDGET:**

<b>DEI</b>	8.11	DEI will prepare an updated estimate of probable costs following the review of the design development drawings received December 22, 2009.
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**INVESTIGATIONS / SITE SURVEYS**

8.12	CMX has completed their geotechnical investigations. A copy of the report was reviewed at the meeting. Copies were hand delivered to KCBA and NLSD at the meeting. DEI provided an overview of the geotechnical report findings. In brief, the subsurface conditions are generally weathered shale which appears to be 'rippable' and suitable for fill. This geology will have some impact to site costs but not as severe as bedrock or other 'non-rippable' conditions would have.
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<b>JMSI</b>	8.13	JMSI has been awarded the environmental investigations, report preparation and construction observations/testing. JMSI has been contacted and requested to schedule a site visit to commence with document preparation work.
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<b>NLSD</b>	8.14	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 over the December holiday break. NLSD to inform DEI when clean-outs have been found so Roto-Rooter can be scheduled to return to the site to perform the testing.
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<b>DEI</b>	8.15	Precast and prefabricated modular classroom construction is currently being investigated by DEI. A report and summary of investigations will be provided in January 2010.
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<b>DEI/KCBA</b>	8.16	DEI and KCBA have commenced with preliminary phasing review. Draft plans will be provided in January 2010.
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**MISCELLANEOUS:**

8.17    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. Response from the PDE is forthcoming.

**DEI**        8.18    KCBA advised, based on review of the existing drawings, that the existing library floor is designed for a maximum floor load of 100 psf. Current codes require a minimum of 150 psf. Several options exist and were outlined in a KCBA e-mail dated December 21, 2009. DEI will perform a value analysis of the options and provide feedback to the NLSD so that an informed decision can be made by the NLSD.

**MEETINGS:**

8.19    The next Leadership Team meetings are scheduled as follows:

8.19.1    NLSD Leadership Team Meeting January 6, 2010 5:00 p.m. B&G Meeting.

8.19.2    NLSD Leadership Team Meeting January 20, 2010 12:00 noon

8.19.3    NLSD Leadership Team Meeting February 17, 2010 12:00 noon

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



DEC 22, 2009  
DEL PROJ. NO.  
29000

NORTHERN LEHIGH SCHOOL DISTRICT  
SLATINGTON ELEMENTARY SCHOOL

LEADERSHIP MTG.  
SIGN-IN

NAME

REPRESENTING

DOUG TAYLOR

MIKE KELLY

Edward E. Hartman

Donald H. Dongler

Greg Derr

Mary S. Fedorcha

Sue Bahmel

Sherril Malitonas

LINDA MARCINIEN

Michele Dotta

Jue Mengel

Karen Nicholas

JOHN HRIZZER

D'HUY ENGINEERING INC.

KCBA ARCHITECTS.

School Board

School Board

NLSD

School Board

NLSD - FSD

NLSD - DO

SE

SE

JF

NLSD

NLSD

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

**AGENDA**

December 22, 2009  
Design Meeting No. 8

1. KCBA plan/elevations and site update
  - a. No update this meeting
2. Update on end User Mtgs.
  - a. MEP (schedule follow-up mtg with Greg Derr)
3. Design Development Phase
  - a. 100% DD drawings- KCBA to issue at meeting
  - b. KCBA to review 100% DD drawings at meeting
4. Preliminary budget
  - a. DEI to update upon receipt of DD drawings
  - b. DEI to perform Value Analysis session with VE Team
5. Project Schedule update and upcoming meeting dates
  - a. Next Leadership meeting- Wednesday, 01/06/10 at 5:00pm
6. PlanCon update
  - a. Preparation of PlanCon Part D-Act 34 Resolution
7. Existing conditions survey items:
  - a. Sub-slab sanitary lines (Roto-Rooter)- NLSD to advise
  - b. Geotechnical Engineer (CMX)- Overview of Report
  - c. Infiltration testing (BIA)- Complete
  - d. Environmental consultant (JMSI)- Contract executed- survey to be scheduled
8. Upcoming meeting topics
  - a. Project Phasing (Building and Site)-Coordination and Approval by NLSD and AHJ
    - i. DEI preparing plans for review and approval with NLSD
  - b. Precast or steel framed modular classroom construction
    - i. DEI preparing response
9. Upcoming investigations/activities:
  - a. Environmental investigations
    - i. To be scheduled with the NLSD/JMSI
    - ii. DEI to meet with water/sewer authority to identify location of utilities (also verify other utilities identified on the civil engineers drawings)
10. Mandate Waiver- Single Prime vs. Multiple Prime contracts- Sent to the PDE
11. Approvals
  - b. Preliminary LD submission to LVPC- Results of 12/15/09 LD mtg.
  - c. Next LD submission- 01/14/10 Next mtg date with LVPC 01/28/10
  - d. NPDE submission- BIA/to submit upon response to PNDI request- Critical Path item

**H A P P Y H O L I D A Y S !**

