

Meeting Title: Buildings, Grounds & Transportation Meeting		Meeting Date: 8/11/14
Meeting Location: KOSD Board Room		Meeting Time: 7:30 pm
Attendees: Annie Shaw, Matt Cesario, Don Howard, Neely Crowell, Chris Swickline		
Agenda: <ul style="list-style-type: none"> ➤ Update of ongoing projects ➤ Stage Upgrades RFP ➤ Lighting Engineering RFP ➤ Master Parking Lot Plan Review (NIRA) 		
Old Action Items	Who	By-When
Invite Cesario to next AIU consortium meeting	Brandenburg	TBD
Determine where Mt Lebo property ends, what role they would play in site improvement – part of site improvement survey	Swickline	9/30 - Revised
Remove gates	Swickline	1/21 – TBD based on weather
Develop template for capital decision making	Brandenburg	4/15 - Revised
Send out communication of gate removal / new traffic patterns	Stropkaj	9/1 – Revised, based on gates
Send letter to Green Tree on digital marquee costs sharing and zoning	Stropkaj	7/1 - Revised
Procure shredders	Brandenburg	4/3 – Done
Nighttime parking study	Cesario	9/1
Optimize mail delivery	Swickline, Stropkaj	7/15
Look for lower cost timecard alternatively	Swickline, Brandenburg, Stropkaj	7/15
Prepare draft of parking lot engineering scope of work	Swickline, NIRA	8/20 - Revised
Prepare draft of lighting engineering scope of work	Swickline, Vendors	9/30 - Revised
Get on agenda both engineering SOW and repointing of windows	Stropkaj	6/19 - Done
Forward to team informal parking lot analysis from Firyal	Cesario	6/15 - Done
Can control systems be purchased through COSTARS	Swickline	8/1 – Done (yes)
Determine any new projects – “good ideas” from GESA docs	Swickline	9/1
New Action Items	Who	By-When

Check on chunk out of track that Neely saw and repair	Swickline	8/25
Check on Dormont doors not locking that Don experienced	Swickline	8/25
Check on getting bus passes out	Swickline	8/12 - Done
Develop camera specs	Swickline	9/9
There are multiple, project specific, action items built into capital spreadsheet. Please reference that as well.		

Next Meeting: **Wednesday 9/9, 6:30 pm location – KOSD Board Room, also 8/27 for NIRA followup**

Items Discussed:

- 1) Recently finished projects:
 - I. Aiken potholes patched
 - II. Aiken boiler room railing replaced
 - III. Aiken stage lights replaced
 - IV. Purchased sand blaster
 - V. Dormont potholes patched
 - VI. Dormont café / main lobby tiles
 - VII. Myrtle Saw cut Front sidewalk handicap ramp and entrance
 - VIII. Myrtle Front ramp to lower doors
 - IX. Myrtle Rear exit C concrete pad replace
 - X. Myrtle Handicap ramp on side of bldg.
 - XI. Myrtle Repoint windows: 2nd & 3rd floor plus stairwells. 14 overall.
 - XII. Myrtle Painting - Interior not done last 5 years
 - XIII. Myrtle temp Fix drain pipe mesh by lower playground
 - XIV. MS / HS sidewalk repair
 - XV. Repair pool dehumidification Dectron unit
- 2) Projects in process:
 - I. Aiken risers
 - II. Aiken interior painting
 - III. Dormont concrete
 - IV. Dormont interior painting
 - V. Myrtle rear handicap ramp, steps and pad
 - VI. Myrtle rear parking lot curbs
 - VII. MS door repairs
 - VIII. MS / HS interior painting
 - IX. MS / HS parking lot patching
- 3) We have one quote and six no bids for the MS water pressure regulator. Let's go with the one we have, put on agenda.
- 4) New item: HS PAHU compressor, done by end of year. Have an estimate. Get quotes and get on agenda.

- 5) Chris recommends locking gates at back whenever there aren't school activities. Discuss as board.
- 6) Need to get another quote for MS cooling tower brick.
- 7) Personnel shortages
 - a. Head custodian
 - b. Myrtle custodian
 - c. Aiken custodian
 - d. Maintenance
 - e. One other
- 8) Cameras
 - a. Internal meeting happened
 - b. We don't have specs yet. We know where we want them.
 - c. Two technology options
 - i. IP & Wireless. Potentially costs more. Easier to reposition, can work with our network
 - ii. Analog and wireline. Cheaper technology, more expensive to wire. Need a digital interface. Most buildings already have a DVR, may need more ports / capacity.
 - iii. Should quote both for inside
 - iv. If quote for outside, need encasement and temperature specs
 - v. Committee agreed to wireline only. Should revisit at working session.

Next Agenda:

Follow Up on Prior Action Items

TBD