

RHINEBECK CENTRAL SCHOOL DISTRICT/FACILITIES COMMITTEE

Minutes of Meeting of August 10, 2016

Present: Mark Fleischhauer, Deirdre d'Albertis, Lisa Rosenthal, Joe Phelan, Tom Burnell, Sheldon Tieder. Invited guest: Garrett Hamlin, Tetra Tech Architects & Engineers.

The Committee discussed development of the anticipated capital project. Tom began by notifying the Committee that a RFP for retention of a construction manager has been issued; responses are due on August 18, 2016. The district and Tetra Tech have received several inquiries. Garrett stated that having a construction manager in place from early in the development process is useful for several reasons: (1) one of a construction manager's principal roles in a capital project is to help estimate the costs of the work, and it is preferable to have that input before the referendum has been finalized and voted on than afterwards, when significant variance from the approved amount could negatively affect what work can be done; (2) the construction manager also assists the architect and the district in planning the scheduling and timing of the work, so having the construction manager on board early in the process can make that part work more efficiently.

Garrett summarized the anticipated pre-referendum building survey (different and more detailed than the BCS). This would be focused mainly on expected abatement of asbestos. The district knows that there are some asbestos floor tiles in all three buildings, and expects that there are some asbestos ceiling panels as well. Tetra Tech will oversee a survey of these tiles to determine how widespread the use of asbestos-containing material is, particularly in areas where he expects significant work to be performed. Following a successful referendum, additional surveying will be done, for PCBs and heavy metals, but Tetra Tech does not recommend performing that survey at this point. Garrett and Sheldon informed the Committee that there are new state guidelines in place for plaster as well; there is plaster on the corridor walls of RHS and BHS (though not in CLS), so testing of that material will have to be folded in as well.

Garrett told the Committee that Tetra Tech will assist the district in creating a project budget, with an additional component for professional and other fees, and for contingencies.

Garrett distributed to the Committee a Capital Project Preliminary Schedule (attached to these minutes), which was based on the most recent timeline prepared by Bernard P. Donegan. This schedule anticipates a referendum vote on December 6, 2016. In light of this date, it is important for the district to begin to assemble a capital project advisory committee, made up of interested community members, to begin to develop a scope of project that the Board could consider and, potentially, approve by October 18, 2016. Garrett recommended that the Board, at its next meeting, begin to identify potential candidates to approach, and to publicize and promote such a project (without proposed costs at present, since the scope of the project is still under consideration).

Garrett supported Joe's and Mark's suggestion of approximately 30 people to participate in this committee, with the understanding that the committee will meet only a few times over no more than four to eight weeks. Tetra Tech will participate in the committee's meetings through its project architects. The Committee believes that it would be best to reach out as widely as possible to bring in as many diverse opinions and views as we can to this process, both to assist in gauging the community's wishes and to increase community buy-in on the ultimate referendum.

Garrett also distributed a draft capital project scope document, which, at present, contains all the items called out in Tetra Tech's BCS. The Committee requested that the format be altered to reorder the items by building and priority level, and that further summary information from the BCS be added to make it clearer to the Committee, the Board, and others what items of work are under consideration. It was also suggested that photos from the BCS be incorporated in some manner, perhaps on the district's website.

Next Meeting: August 30, 2016 at 2 P.M.

Dated: August 10, 2016

Respectfully submitted,

Lisa Rosenthal