

Facilities Committee Meeting Agenda

April 05, 2022

Meeting Called to Order: 5:35 pm

Attendance:

Jennifer Allard, Elaine Berlin, Michael Brennan, Kelly Firmbach, Suzanne Guntlow, and Steve Marotta.

Community Member: Jim DiGioia

1. Building Condition Survey (BCS)

The districts Building Conditions Survey (BCS) is not due to SED until 2023, meeting the SED Requirement that districts submit a BCS every five years. Therefore, as a committee, we reviewed the two options previously discussed during the fall 2021 meeting: Option 1- Full Workbook or Option 2- Shortened Book. The previous Building Conditions Survey was a full workbook completed by the Architect of Record BCK and became the basis for the current Capital Project. The full workbook included recommendations for improvements to the building's interior, mechanical, grounds, etc., and materials pricing to complete these improvements.

Based on the recommendation provided by the administrative team, the committee agreed that the Shortened BCS would meet the needs of the district and with submission to SED in early 2023. The shortened BCS uses a rating system to identify improvements instead of estimated pricing of facilities improvements that the district should consider updating or replacing. Completing the shortened BCS is approximately \$9,000*, which is aidable up to approximately *72% and at a much lower cost than the full book BCS. Additionally, the committee recommends that CSARCH be named the Architect of Record during July's Reorganization meeting. CSARCH is familiar with the district's facilities due to their involvement with the current capital project.

Member Firmbach inquired about the district's plans to complete BCS more frequently? Mr. Marotta indicated that due to pricing, there are other mechanisms in place to monitor the faculties, such as the facilities report card and continued monitoring of systems to ensure they are operating efficiently as utility costs continue to rise. In addition, BOCES conducts an annual visual inspection, as do the code enforcement officials.

*Notes: All prices & percentages are estimates

2. Debt Service Overview

The business office is preparing to combine all Bond Anticipation Notes (BANs) in one BOND, consolidating all unpaid debt related to the capital project. The business office plans to meet with fiscal advisors in June to pursue a Bond on the Open Market or through the Dormitory Authority NYS (DANYS). Currently, the district is leaning toward pursuing a BOND through DANYS because additional aid is provided to cover the interest rate cost. The district is anticipating that even though the interest rate through DANYS may be slightly higher, the additional aid will decrease the rate resulting in an interest rate that falls below the 4-5% in the original budget.

Member Berlin asked if the rising costs of materials impacted the budget for the capital project. According to the Administrative Team, inflation expenses did not impact the budget as Turner Construction pre-purchased materials or honors original cost estimates from the bid supplied to the district over two years ago.

3. Capital Project Planning & Timeline

SED approved 42 weeks for a building or capital project to be completed in the summer of 2022. The district recognizes that not all items were able to be included during this current capital project. The district's goal is to reduce the capital projects' debt and keep facilities up to date. When planning for future improvements to the district's facilities, information from the full BCS (completed before the current capital project) and the shortened BCS (anticipated completion in 2023) will guide the scope of work once the bond debt decreases.

4. Next Steps for the Facilities Committee

The Administrative Team will continue to work with CSARCH, and financial advisors to start the BCS process and acquire a Bond to consolidate all BANS, with work continuing through the summer and fall of 2022.

The Facilities Committee will not need to meet until the fall of 2022. The charge of the 2022-2023 committee will be to continue the BCS process and submission to SED, along with using the information to construct a plan to continue to update facilities while remaining fiscally responsible.

5. Others

N/A

Respectfully Submitted,

Jennifer Allard