



## FACILITIES COMMITTEE

Mike McDonough, Deputy Superintendent  
Friday, June 4, 2021, 9:00am via Zoom

HILLIARD CITY SCHOOL DISTRICT  
OPERATIONS DEPARTMENT

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### Committee Members

Paul Lambert, Board of Education

Nadia Long, Board of Education

Mike McDonough, Deputy Superintendent

Cliff Hetzel, Director of Business

Rich Boettner, Chief Technology Officer

Anita Dalluge, Assistant Treasurer

Mark Tremayne, Director Innovation & Extended Learning

Matt Middleton, Assistant Principal Hilliard Darby High School

Chad Schulte, Principal Hilliard Weaver Middle School

Matthew Sparks, Principal Beacon Elementary

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# MINUTES

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## 1. Public Participation

**Will the next board meeting that is scheduled for June 14<sup>th</sup> at Central Office be Zoom or in person? And what does the meeting in July look like?** The June 14th meeting is supposed to be in person at Central Office, but the location could change to a building with a larger meeting space. We will notify the public of any changes.

**The agenda shows a 6/22 Ameresco Update/Board Retreat. Looking for information on that meeting.** The district has a meeting with Ameresco on June 22<sup>nd</sup>. The goal of this meeting is to gather information on any future PI needs. We would bring this information to a future Board Retreat. The Board Retreat that was scheduled for June 27<sup>th</sup> and June 28<sup>th</sup> has been canceled.

**When will buildings be open for ISPTO, PTO's, booster groups, book fairs and other back to school events?** It is our intent to get these groups back in the buildings. We recommend that these groups continue planning and working with the principals and with Building Use to get these events scheduled. We can make modifications as needed.

## 2. Project Update

Cliff Hetzel and Mike McDonough shared and explained the attached Capital Projects 2021 document. We have been updating as we are booking our projects, getting them approved by the Board, generating purchase orders and sending out notice of commencement. So far everything is moving according to plan.

### Paving

We met with Alton Darby and will be starting next week getting equipment on the site. We will be getting some parking lot seal/stripe quotes to see if we can fit some of these in throughout the summer.

### Building Improvements

We met with Fanning Howey this week and are refining our criteria for putting together specifications for a bid package that will go out in August or September for the addition of classrooms at the preschool.

The Darby cooling tower replacement is in motion. They are beginning to demo some of the areas. Air condition is being turned off in the building. Programs may spill over to Heritage or Station if we are running some programs that need to have a different environment. Paul Lambert asked about the life span of the cooling tower. Cliff explained that they feel this one was over engineered which means it ran a lot and consumed significantly more energy than the other two high schools which we think reduced the life of the equipment.

#### Site Improvements

Alton Darby–Darby Creek – We have our movers in place. Classrooms and teachers are being moved. We have most everything packed up and have met with the principals and will be on site next week to begin moving. Kelly Ramm is working on graphics and imaging for the campus much like we did for Britton-Norwich. Nadia suggested some sort of preview event (even if it is virtual) to create excitement for the students and staff.

Paul shared that he followed up on some photos he had of damaged playground equipment at Beacon. The equipment with the most serious damage had been fixed. One tube slide had sharp edges where the end had been broken off. He asked if we could have someone take a look at it. Matt Sparks shared that they were aware of it and have turned it in to be fixed. Cliff shared that we will do a full inspection to start the year off.

We will begin getting some specs on the handicap walk path around the baseball fields at Darby. We will engage different contractors and bring in a civil engineer if needed. We are beginning to put this package together and will get into this a little later in the summer.

They have demoed the field at Bradley, ripped off the turf, broke up the concrete and peeled off the track. Scoreboards are being shipped. Everything is on track. Some cones were stolen from that site so we are evaluating the need for security to prevent any damage that would delay progress.

#### Technology

Rich Boettner shared that monitor installs are in progress. We started at Britton this week and will be moving to Ridgewood next week. Other equipment has been ordered. We are waiting for Apple TV's for the monitors that are backordered but should be here next week. Other than that everything is on track and moving forward.

Paul asked about big updates to the network. Rich shared that we have a number of switches on each of the buildings, particularly high schools and middle schools that we are upgrading. We just pushed an update to ExaGrid, which is our backup solution, that automatically gives us a built-in 10-day rollback. We have made nice improvements to protect our users, our network and our data. Cliff shared that Rich is working on a renewal application with a couple different carriers for our cyber.

Nadia asked about an end date for Brown playground equipment replacement. Cliff shared that it has been completed.

Nadia asked about any projects going on at our buildings that have Bridge Summer School. Cliff explained that we have communicated with every principal, so they are aware of our plans and we have workarounds where needed.

Ridgewood modular classrooms are being prepped and will be onsite in the next couple of weeks. We have met with AEP onsite to get the electricity set up. Dave Huston and Tim Krile are working

on the data to get it connected. We have submitted to the city for our permits. Rich stated that the monitor company will need access to install the monitors in those classrooms. The classrooms are refurbished from another school district. The district purchased them and will be able to move them to a different location down the road.

Small Projects – anything bigger than a typical repair is listed on the attached document.

The Avery school sign will be moved from the church property. The church had an attorney reach out to us and we have had an attorney contact them. There have been some questions regarding the access road. The church wants it. It increases traffic flow in front of the building.

Paul asked about the Bradley (Bradley is the supplier – this is not referring to Bradley High School) wash fountains at Horizon and Darby Creek – were they damaged by students? Cliff said he will look into this and explained that we spend large amounts of money on restrooms from student damage. Paul suggested we replace these with something that is not a problem to keep looking good.

### 3. Preschool Update

We worked with Fanning Howey on the site and we are able to build it with scalability. The attached document shows both the original design of placing an addition and an addition with the ability of future additions. We are still working with Fanning Howey to fine tune the final design. The initial addition will still be eight classrooms and approximately 10,400 square feet. We are making some slight modifications to account for any future expansion and be as energy efficient as possible. With the additional eight classrooms the capacity would increase by 256 additional students. Mike explained that the preschool enrollment shows more students than what actually attend due to some students not attending at the building. Some of our preschool students receive services outside of the building depending on their needs.

### 4. Cell Tower Amendment

This is for the cell tower at Darby. Crown Castle is the company that runs it. They have been approached by a company to sublet with them. We have been working with Bricker and Eckler on an amendment that will be brought to the Board.

### 5. 6/22 Ameresco Update/Board Retreat

We have a meeting scheduled with Ameresco on June 22<sup>nd</sup> to get information to share with the Board at the Board Retreat. We will use a 5-year and a 20-year liability forecast to generate all of the needs we have. We will review the big-ticket items to determine if they truly need replaced or should there be a set-a-side for repairs and maintenance and develop that methodology to make sure it is accurate. We will add a 3% inflation rate. We hope to have it completed by the end of June to be available when there is a Board Retreat. The Board Retreat scheduled for June has been canceled and will be rescheduled for a date after David Stewart begins as our new superintendent. Paul asked for a specific date and requested to have the spreadsheet 2 weeks prior to the retreat. Cliff is hoping to have it completed by June 25.

### 6. Bradley Locker Room – Private Funding

Mike stated that he thinks this will be part of a larger discussion. He shared some background information about the Facilities Committee. In previous years, the Facilities Committee met monthly to tour some buildings and discuss what they called a “Building and Grounds request”. Those requests would be discussed after the tours. There were some requirements that buildings

were aware of that they needed to follow. They would meet with their maintenance coordinator to get signed off on. If it's something on the outside of their building, they would meet with Archie Armentrout to get signed off on from a grounds perspective. They would talk about the funding source for the proposal. Typical proposals were things such as media center improvements, gardens, etc. Now that we are meeting quarterly, we get these requests and hold them to bring to the group. The current proposal or ask is for Bradley High School to modify one of their existing interior locker rooms to include an audio-visual area and space to watch film. They have met with Dave Huston and they have the funding sources. There are no major structural changes being requested. We wanted to bring it to this group to see if it's something we are willing to support moving forward and to discuss this type of proposals. One of the challenges we face is the timing of these things. The capacity of our team is pretty full. We want to support the buildings when they are doing these improvements in their building as long as we can get them worked into our project schedule. In the past, we have asked that these proposals come in earlier in the year. Usually around January we start fine tuning them to get them worked into our summer schedules. This might be a process we need to revisit as a group. He and Cliff can put something together to bring to the group.

Nadia asked about the Bradley locker room request. Mike shared that it will not change who is using the locker room. No plumbing will be removed and it will not change the functionality of the locker room. There is no timeline at this time. They are just asking for approval to move forward. Funding will be through the basketball boosters. Work will be completed by approved outside contractors. The Facilities Committee gives approval for this project to move forward.

Nadia asked to have this added to the Board Retreat agenda to discuss how we want to move forward on this type of proposal in the future. She asked for a brief summary of how much time the Operations team has spent on this type of project in previous years. Mike shared the form used by the buildings for this type of project that requires several sign-offs for approval – see attached. Paul suggested we put something together to explain the authority of the Facilities Committee.

#### 7. Roof Updates

Cliff explained the information on the attached documents for roofing proposals at Horizon and Norwich. Both buildings will be out of warranty within a year. With 25 buildings, we have some type of roofing project every year. When the roof systems are failing, we have issues with moisture in the building. We had an infrared done to look at moisture issues at both buildings. We got a proposal to fully replace for \$1,420,000. We asked for a restoration option with a 10-year \$0 warranty. Both proposals are under \$400,000. We could possibly start in July and have completion close to the start of school. This would be on the Board agenda for the June 14<sup>th</sup> meeting.

#### 8. Next Meeting

Nadia suggested September 10th for a tentative meeting in the morning before school for a quick tour then meet after for about an hour. We will confirm the date in August.



## Capital Projects | 2021

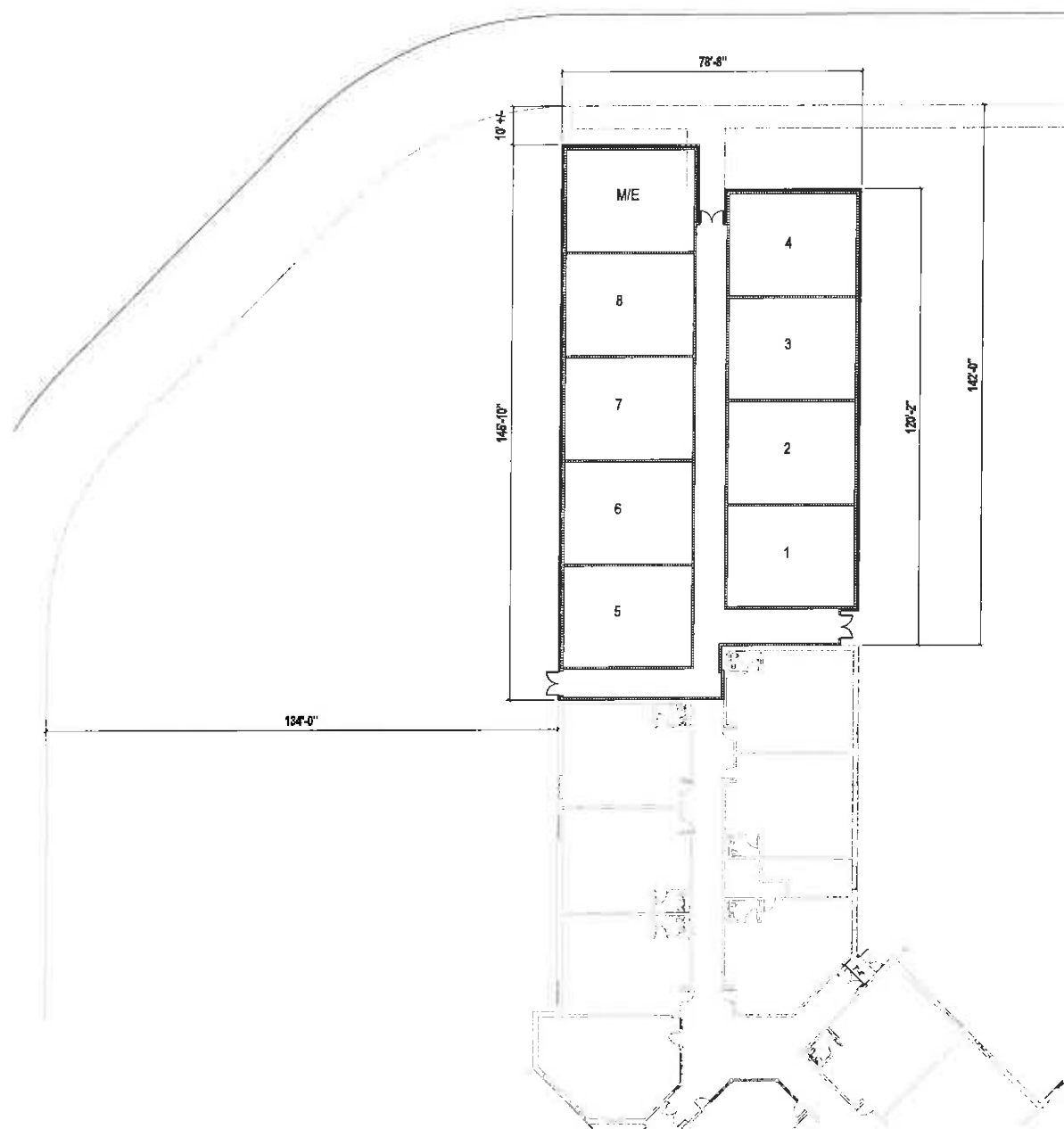
PROJECT	BLDG	TASK	PO#	CONTRACTOR	FUNDING	PROCUREMENT	ESTIMATE	ACTUAL	START	END	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
PAVING	ADE	Parking lot replacement/expansion	2103931	Complete General Construction	PI (003) HDB Energy Fund Eval	Public Bid	\$996,900.60	\$996,900.60	06/07/21	08/06/21										
	Multiple	Parking lot seal/stripe			PI (003) Dependent on Energy Project	Competitive Quotes	\$200,000.00		06/01/21	08/09/21										
Subtotal:							\$1,196,900.60	\$996,900.60												
BUILDING IMPROVEMENTS	ADE/HPS	Addition of preschool classrooms			PI (003)	Public Bid	\$3,800,000.00		09/01/21	08/01/22										
	HDB	Cooling tower replacement	2103525	Sauer Group	0035600051640	Equip - State Term Install - Public Bid		\$417,645.00	06/01/21	08/09/21										
			2102950	Trane Parts/Supply			\$808,121.00	\$207,981.00												
			2103522/23	BCI				\$49,113.00												
Subtotal:							\$4,608,121.00	\$674,739.00	##											
SITE IMPROVEMENTS	ADE/DCR	Campus signage and finishes	2103833	Visionary Signs	PI (003), 001	Competitive Quotes	\$100,000.00	\$6,868.84	06/01/21	08/09/21										
	BRN	Playground equipment replacement			PTO	PTO (dist demo old equip & refill mulch)	\$51,920.00		03/08/21											
	HDB	Handicap walk paths at baseball field			PI (003), 001	Competitive Quotes	Under review		07/01/21	08/09/21										
Subtotal:							\$151,920.00	\$6,868.84												
ATHLETICS	HBR	Turf field replacement	2102280	Hellas Const	PI (003), Cell Tower Revenue	Sourcewell Coop Contract	\$1,296,000.00		05/12/21	08/09/21										
	HBR	Synthetic track replacement	2102280	Hellas Const	PI (003), Cell Tower Revenue	Sourcewell Coop Contract			05/12/21	08/09/21										
	HBR	Scoreboard	2102954	Daktronics	0034590051630															
	HDB	Athletic Performance Center			Private/Boosters															
Subtotal:							\$1,296,000.00	\$0.00												
TECHNOLOGY	BRT	Replace Tube TV w/Monitor																		
	BRN	Replace Tube TV w/Monitor																		
	HTE	Replace Tube TV w/Monitor																		
	HZN	Replace Tube TV w/Monitor																		
	NOR	Replace Tube TV w/Monitor																		
	RGW	Replace Tube TV w/Monitor																		
	WSH	Replace Tube TV w/Monitor																		
Subtotal:							\$0.00	\$0.00												

PROJECT	BLDG	TASK	PO#	CONTRACTOR	FUND	PROCUREMENT	ESTIMATE	ACTUAL	BLDG TOTAL	START	END	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	
ESSER FUNDED PROJECTS	BCN	Replace RTU/cafe	2103602	Trane Parts/Supply	ESSER	Competitive Quotes	\$350,000.00	\$12,308.00	\$24,298.00	06/01/21	08/09/21											
			2103763	DeBra-Kuempel				\$7,047.00														
			2103710	BCI (controls)				\$4,943.00														
	JWR	Replace RTU/cafe	2103605	Trane Parts/Supply	ESSER	Competitive Quotes		\$10,727.00	\$19,767.00	06/01/21	08/09/21											
			2103764	DeBra-Kuempel				\$4,097.00														
			2103713	BCI (controls)				\$4,943.00														
	SDE	Replace RTU/music rm	2103606	Trane Parts/Supply	ESSER	Competitive Quotes		\$7,448.00	\$16,699.00	06/01/21	08/09/21											
			2103765	DeBra-Kuempel				\$4,097.00														
			2103714	BCI (controls)				\$5,154.00														
	HST	Replace RTU/band rm	2103607	Trane Parts/Supply	ESSER	Competitive Quotes		\$11,945.00	\$20,619.00	06/01/21	08/09/21											
			2103766	DeBra-Kuempel				\$3,640.00														
			2103715	BCI (controls)				\$5,034.00														
	HTH	Replace RTU/gym	2103608	Trane Parts/Supply	ESSER	Competitive Quotes		\$24,490.00	\$46,874.00	06/01/21	08/09/21											
			2103724	DeBra-Kuempel				\$12,439.00														
			2103716	BCI (controls)				\$9,945.00														
	HTE	Replace RTU/gym	2103604	Trane Parts/Supply	ESSER	Competitive Quotes		\$24,490.00	\$46,874.00	06/01/21	08/09/21											
			2103723	DeBra-Kuempel				\$12,439.00														
			2103712	BCI (controls)				\$9,945.00														
	AVY	Replace RTU/media	2103601	Trane Parts/Supply	ESSER	Competitive Quotes		\$11,502.00	\$20,542.00	06/01/21	08/09/21											
			2103762	DeBra-Kuempel				\$4,097.00														
			2103709	BCI (controls)				\$4,943.00														
	BRT	Replace RTU/gym & cafe	2103603	Trane Parts/Supply	ESSER	Competitive Quotes		\$25,960.00	\$43,147.00	06/01/21	08/09/21											
			2103722	DeBra-Kuempel				\$7,199.00														
			2103711	BCI (controls)				\$9,988.00														
	HMS	Replace fresh air damper actuators (68 units)	2103707	All Hours Mechanical	ESSER	Competitive Quotes		\$17,900.00	\$17,900.00	06/01/21	08/09/21											
	WMS	Replace fresh air damper actuators (71 units)	2103708	All Hours Mechanical	ESSER	Competitive Quotes		\$18,690.00	\$18,690.00	06/01/21	08/09/21											
	MMS	Replace bypass duct & dampers (2 units)		BCI (controls)	ESSER	Competitive Quotes		\$6,588.00	\$56,073.00	06/01/21	08/09/21											
				DeBra-Kuempel				\$49,485.00														
	RGW	Addition of modular classrooms			ESSER		\$350,000.00			06/10/21	08/09/21											
Subtotal:							\$700,000.00	\$331,483.00														

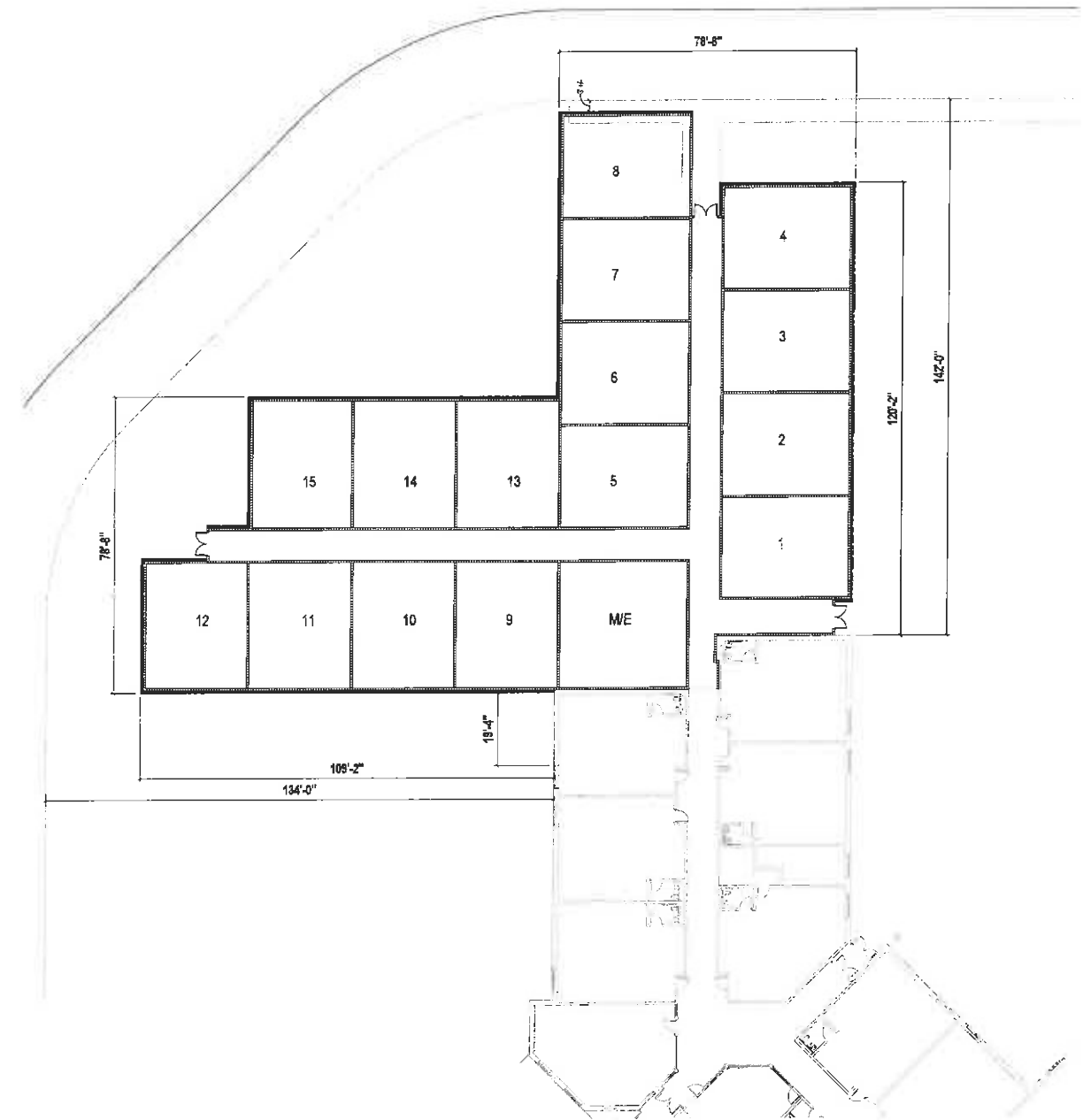
PROJECT	BLDG	TASK	PO#	CONTRACTOR	FUNDING	PROCUREMENT	ESTIMATE	ACTUAL	START	END	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
SMALL PROJECTS	ADE	Hot Water Tank, Booster Pump Repipe					\$11,000.00													
	AVY	Paint Media Center					\$2,000.00													
	AVY	School Sign	2103785	Morrison Sign Co.	0015200051423		\$19,000.00	\$18,700.00												
	BCN	Office carpet/paint, 5 classrooms carpet					\$21,000.00													
	BRT	Paint Media Center					\$500.00													
	BRN	Catch Basin					\$2,500.00													
	DCR	2 Bradley Wash Fountains					\$10,000.00													
	HCR	Water Leak Repair					\$500.00													
	HZN	Paint Cafe					\$3,500.00													
	HZN	2 Bradley Wash Fountains					\$10,000.00													
	HZN	Hot Water Tank					\$6,000.00													
	JWR	Paint Media Center					\$500.00													
	RGW	Hot Water Tank & Mixing Valve					\$7,000.00													
	SDE	Carpet					\$9,500.00													
	SDE	Water Isolation Valve					\$1,000.00													
	SDE	PA System																		
	SDE	Urinal Tank Upgrade					\$1,000.00													
	WSH	Paint Office, Media Center & Cafe wall																		
	HST	Kitchen Hot Water Tank					\$6,000.00													
	WMS	Carpet Music Offices					Labor													
	WMS	Choir Room Door Hardware					\$2,500.00													
	HBR	Lights in Music Rooms																		
	HDB	PAC Lighting Rack	2103636	Allied Sources	0015600051423		\$12,000.00	\$11,965.00												
	HDV	Fire Panel					\$19,000.00													
	HDV	Wet Wall Conversion					\$12,000.00													
	HDV	RR Upgrade	2103784	K&W Roofing	0015600051423		\$20,000.00	\$18,511.00												
	HDV	Irrigation System Replacement					\$25,000.00													
	COA	Sped Ed Office System																		
	TRN	Gate Replacement					\$14,000.00													
	TRN	Controller Replacement	2103783	Gateway Fence Co.	0015200051423		\$13,000.00	\$13,000.00												

Subtotal: \$228,500.00 \$62,176.00

	ESTIMATE	ACTUAL
Paving:	\$1,196,900.60	\$996,900.60
Building Improvements:	\$4,608,121.00	\$674,739.00
Site Improvements:	\$151,920.00	\$6,868.84
Athletics:	\$1,296,000.00	\$0.00
Technology:	\$0.00	\$0.00
ESSER Funded Projects:	\$700,000.00	\$331,483.00
Small Projects:	\$228,500.00	\$62,176.00
GRAND TOTAL:	\$8,181,441.60	\$2,072,167.44



ORIGINAL ADDITION CONCEPT  
10,360 SQUARE FEET



"MASTER PLAN" ADDITION CONCEPT  
18,100 SQUARE FEET

# PRESCHOOL ADDITION ALTON-DARBY ELEMENTARY SCHOOL HILLIARD CITY SCHOOLS

CONCEPT PLANS

MAY 19, 2021



**FANNING  
HOWEY**

221011.00  
09/03/09





Hilliard City School District • 2140 Atlas St • Columbus OH 43228

## Buildings & Grounds Project Request Form

Date: \_\_\_\_\_ School/Building: \_\_\_\_\_

Name & Title of Applicant: \_\_\_\_\_

Purpose/Learning Objective: \_\_\_\_\_

Description/Illustration of Project:

- ☐ Project drawing attached ☐ Floor plan or Site drawing showing project location attached
- ☐ This has been discussed with the Principal and authorization to proceed has been given.
- ☐ Reviewed by Facilities Coordinator (*provide insight on specifications, materials, costs*)
- ☐ Reviewed by Grounds Coordinator (*provide insight on specifications, materials, costs*)

Person/Group providing funds for project: \_\_\_\_\_

Total cost of project: \_\_\_\_\_ Total funds currently available: \_\_\_\_\_

Project timeline: \_\_\_\_\_

**NOTE TO APPLICANT:** Print Form → Sign & Date Form → Submit Form to Building Principal

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Principal's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Identify who will maintain the quality of space once the project is complete: \_\_\_\_\_

**\*Principal submits request to the Business Office**

**For Use by Buildings & Grounds Committee**

☐ Approved

☐ Denied

Administrator Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Note:** The Buildings & Grounds Committee meets once per month during the school year. The request will be presented at the meeting following the date received. This form is required for any work outside of routine repair or maintenance (i.e., carpeting, painting, fixtures, windows, paving, lighting, tile, doors and hardware, etc.).

## Facilities Improvements and Work Order Request Guidelines

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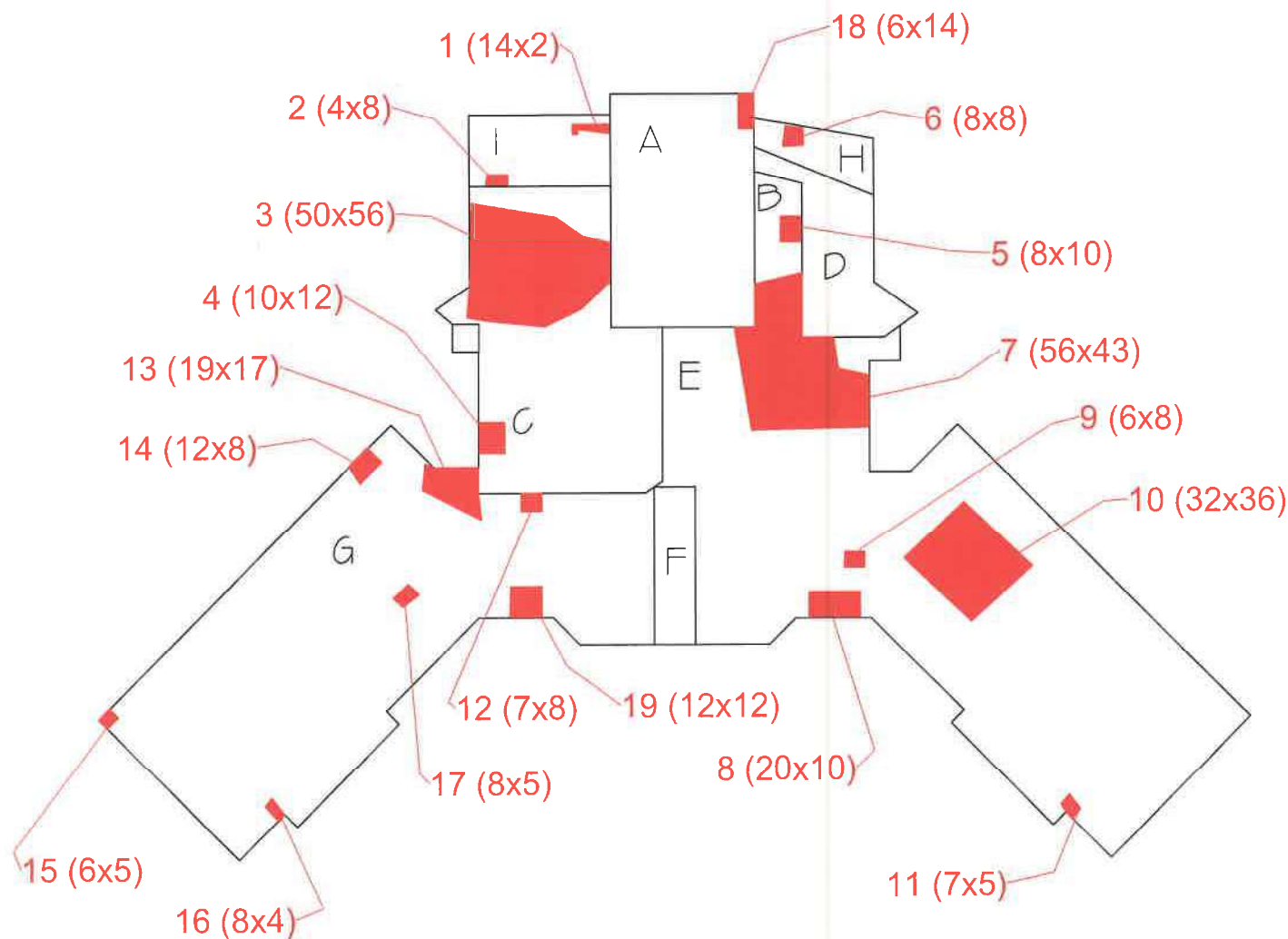
### Work Order Requests:

- Source: Building Maintenance Budget
- What qualifies at a Work Order Request:
  - ✓ Repair of a functional resource
  - ✓ Replace a broken or expired resource

### Permanent Improvement:

- Source: Permanent Improvement Fund or Bond Fund
- What qualifies as a Permanent Improvement Project:
  - ✓ Upgrade or Improvement to a resource that has a life expectancy of 5 years or longer
  - ✓ Planned Improvement scheduled through the Operations Department
- Many Permanent Improvements occur over the summer. For us to be successful, all building-level requests should be submitted by:
  - ✓ March 1<sup>st</sup>  
Allows time for planning, specification, estimating, generating purchase orders and scheduling the work in coordination with other summer projects.

Approximately  
56,900 Sq. Ft.



## Wets Areas

1 = 28	11 = 35
2 = 32	12 = 56
3 = 2,800	13 = 323
4 = 120	14 = 96
5 = 80	15 = 30
6 = 64	16 = 32
7 = 2,408	17 = 40
8 = 200	18 = 84
9 = 48	19 = 144

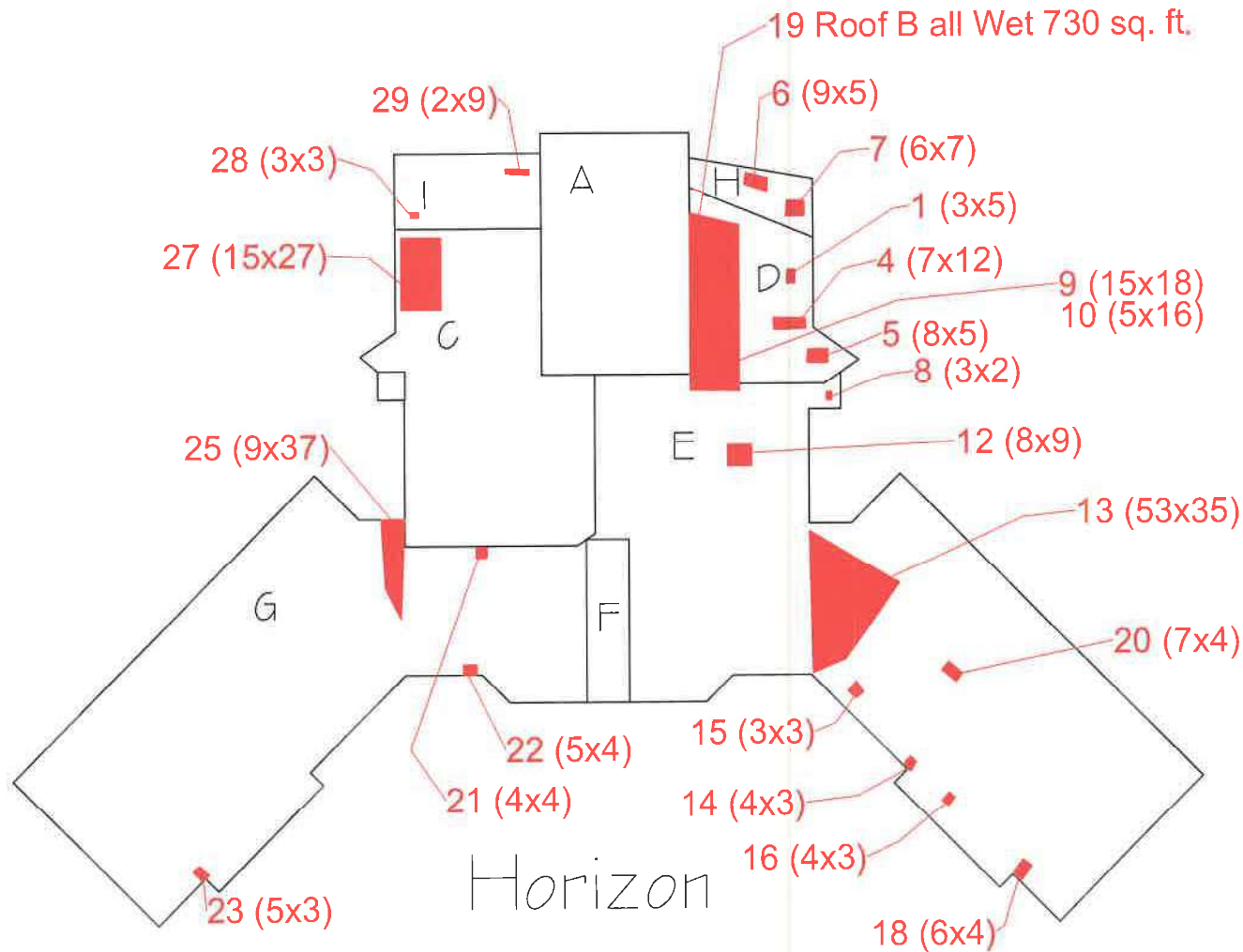
TOTAL WET AREAS = 7,772 Sq. Ft.

Norwich

Approximately  
56,900 Sq. Ft.

Verified Dry

2  
3  
11  
17  
20  
24  
26



## Wet Areas

1 = 15	11 =	21 = 16
2 =	12 = 72	22 = 20
3 =	13 = 1,855	23 = 15
4 = 84	14 = 12	24 =
5 = 40	15 = 9	25 = 333
6 = 45	16 = 12	26 =
7 = 42	17 =	27 = 405
8 = 6	18 = 24	28 = 9
9 = 270	19 = 730	29 = 18
10 = 80	20 =	TOTAL WET AREAS = 4,112 Sq. Ft.

**HILLIARD CITY SCHOOLS**  
**PROPOSAL TABULATION**

**Project:** 2021 Roofing Improvements:  
HILLIARD CITY SCHOOLS  
2140 Atlas Street  
Columbus, Ohio 43228

Omnia Certified Proposal Numbers OH-R180903-309372 and OH-R180903-310705

**PROPOSAL DATE & TIME:** May 21<sup>st</sup>, 2021 at 2:00 P.M.

9/22

9/21

OPTION 2  
(1) 2) 3)

Contractor	Bid Bond	Addenda #1	Horizon Elementary Option #1 Alumanation  309372	Horizon Elementary Option #2 Alphaguard BIO  309372		Norwich Elementary Option #1 Alumanation 10 YR - Silver 20 mil 310705	Norwich Elementary Option #2 Alphaguard BIO 15 YR - white 310705	
Harold Becker	✓	✓	\$ 570,000	\$ 1,186,000		\$ 570,000	\$ 1,186,000	90 days
K & W Roofing			\$ 362,215.00	\$ 625,518		\$ 398,962	\$ 683,460	60 days
FINNEY			N/A	N/A	BOOKER	N/A	N/A	

\* EXISTING

\* 25-30 FT 1,420,000 56,900 up to 304  
↳ New code

10% reduction of materials

Insulation lead ~ 90 days (ELE in West Virginia)

2021 Roofing Improvements:  
HILLIARD CITY SCHOOLS  
2140 Atlas Street  
Columbus, Ohio 43228

Page Two: UNIT COST INFORMATION

Contractor	Deck Repair w/ 20 gage flat stock	Metal Deck Replacement	Wet Roof Replacement above Base Amounts
Harold Becker	\$ 6.50/FT	\$ 17.50/FT	\$ 8.0/FT
K & W Roofing	5.50	8.50	\$ 20 / FT