

**LAND & FACILITIES COMMITTEE MINUTES**

**MAY 2, 2017 – 10:30 a.m.**

**School Board Meeting Room – 118 West 10<sup>th</sup> St., Reserve, LA**

*In Mr. Burl's absence, Dr. Keller was seated as Chair.*

**ITEM 1. CALL TO ORDER, PLEDGE OF ALLEGIANCE - led by Mr. Kevin R. George.**

*The Chair called the meeting to order at 10:30 a.m.*

**ITEM 2. ROLL CALL:**

Sherry DeFrancesch – Present

Gerald Keller – Present

Patrick Sanders – Present

Russ Wise – Absent

Albert Burl - Absent

*With 3 Present and 2 Absent, there was a quorum.*

**ITEM 4. APPROVAL OF MINUTES: Meetings of 03-31-2017**

**Motion by:** Sanders

**Second by:** DeFrancesch

**Motion:** To approve the minutes of 03-31-2017.

No objections.

The motion carried.

*Mr. Burl arrived at 10:45 a.m. and was recorded as absent*

**ITEM 4. Mr. Peter Montz – Discussion of security camera system to be installed at LPE**

*Mr. Burl arrived at 10:45 and was recorded as present.*

Following extensive discussion, there was a

**Motion by:** Burl

**Second by:** DeFrancesch

**Motion:** To waive policy to allow a vote on this item.

No objections.

The motion carried.

**Motion by:** DeFrancesch

**Second by:** Sanders

**Motion:** To authorize Yeates and Yeates to go ahead with a cost estimate and review the (upgraded) substitute system and to include ESJE.

Upon roll call, there were:

3 Yeas – DeFrancesch, Keller, Sanders

1 Nay – Burl

1 Absent - Wise

The motion carried.

*Mr. Burl resumed the role of Chair.*

**ITEM 5. Mr. Peter Montz – Request approval on New Lake Pontchartrain Elementary School Change Order Proposal Number 14.**

PM: There are 4 windows in the cafeteria manager's office. 2 windows are higher than the other 2 and the cafeteria manager will not be able to see the serving line from her desk. This change order would lower the 2 high windows to match the other 2. Total cost: \$2328

**Motion by:** Keller

**Second by:** DeFrancesch

**Motion:** To deny Change Order Proposal Number 14.

Upon roll call, there were:

3 Yeas – DeFrancesch, Keller, Burl

1 Nay – Sanders

1 Absent - Wise

The motion carried.

**ITEM 6. Mr. Peter Montz – LPE Construction, Schedule and Budget Update.**

This project is 70% complete. There is still \$800,000 (+\$16,000) in contingency funding. On schedule.

**ITEM 7. Mr. Peter Montz – Request approval on Renovations/Additions to East St. John Elementary School Change Order Proposal Number 2.**

PM: This change order involves changing to all new doors school-wide. This will create a look of uniformity throughout the school. Total cost: \$6451

**Motion by:** DeFrancesc

**Second by:** Wise

**Motion:** To approve on Renovations/Additions to East St. John Elementary School Change Order Proposal Number 2 at a cost of \$6451.

Upon roll call, there were:

4 Yeas – DeFrancesch, Keller, Sanders, Burl

1 Absent - Wise

The motion carried.

**ITEM 8. Mr. Peter Montz – Request approval on Renovations/Additions to East St. John Elementary School Change Order Proposal Number 4.**

PM: Harmon Engineers readily admits that this connection from the fire-line to the sprinkler system was left out of the specs. He has agreed to pay 10% of the cost due to his error. This is a code requirement. Total cost: \$27,814

**Motion by:** Sanders

**Second by:** Keller

**Motion:** To approve Change Order Proposal Number 4 for Renovations/Additions to East St. John Elementary School.

Upon roll call, there were:

3 Yeas – DeFrancesch, Keller, Sanders

1 Nay – Burl

1 Absent - Wise

The motion carried.

**ITEM 9. Mr. Peter Montz – ESJE Construction, Schedule and Budget Update**

On schedule. Concrete should be poured within a month. Some re-configuration will be necessary due to the school becoming a middle school. Also: Signage must be considered, as it will not be opening as an “elementary” school. (Mold abatement must be done.)

**ITEM 10. Mr. Peter Montz – Review RFP specifications for Emergency Construction Building Components and/or Grounds.**

**ITEM 11. Review RFP specifications for Emergency Water Restoration Service.**

**Motion by:** Sanders

**Second by:** DeFrancesch

**Motion:** To direct administration to move forward with both Item 10 and Item 11.

Upon roll call, there were:

4 Yeas – DeFrancesch, Keller, Sanders, Burl

1 Absent - Wise

The motion carried.

**ITEM 12. Mr. Peter Montz – Discussion on the evaluation of Proposal 17.27 Architect and Engineering Services.**

**Motion by:** Keller

**Second by:** Sanders

**Motion:** To direct administration to follow the same procedures that were followed with the Disaster Management Proposal to narrow down the number of responders to 5 companies, who will then present to the L&F Committee.

Upon roll call, there were:

4 Yeas – DeFrancesch, Keller, Sanders, Burl

1 Absent - Wise

The motion carried.

**ITEM 13. Mr. Peter Montz – Request approval to solicit quotes to consolidate, repair and bring up to code elementary playground equipment at Fifth Ward Elementary.**

**Motion by:** Sanders

**Second by:** DeFrancesch

**Motion:** To direct administration to perform a cost review and bring that information back to the L&F Committee.

Upon roll call, there were:

3 Yeas – DeFrancesch, Sanders, Burl

Absent – Wise

Dr. Keller was not seated.

The motion carried.

Mr. Burl turned the Chair over to Mr. Sanders for the following item:

**ITEM 14. Mr. Peter Montz – Request approval to replace 1,400 feet of 4” pvc pipe on the force main at GMMS**

**Motion by:** Burl

**Second by:** Keller

**Motion:** To approve the request to replace 1,400 feet of 4” pvc pipe on the force main at GMMS.

Upon roll call, there were:

4 Yeas – DeFrancesch, Keller, Sanders, Burl

1 Absent - Wise

The motion carried.

Mr. Burl resumed the seat as Chair.

**ITEM 15. Mr. Peter Montz – Update on the modular building donation from Marathon Oil**

PM: Marathon has given a \$15,000 check to help cover the cost of pylons that need to be driven at ESJH for the P-Tech building. Mr. Luster estimated that it would be \$41,000 to complete this job, and it could be completed by August 1<sup>st</sup>.

**Motion by:** Sanders

**Second by:** Keller

**Motion:** To direct administration to move forward with this item.

Upon roll call, there were:

4 Yeas – DeFrancesch, Keller, Sanders, Burl

1 Absent - Wise

The motion carried.

**ITEM 16. Mr. Peter Montz – Review School Board Meeting Room renovation concept.**

Ms. Yeates shared a Powerpoint with the Committee with renderings of the renovation.

**ITEM 17. Mr. Peter Montz – Discussion of ESJ Softball/Baseball Field Improvements at ESJH**

Discussion was held regarding what could be done financially right now. Mr. Montz was directed to seek costs for scoreboards, backstop for softball and baseball and a batting cage for softball and bring that back to the Committee.

**ITEM 18. Committee Items of Interest**

Mr. Clayton asked if the doors and closures being removed and replaced at ESJE could be reused by the Maintenance Dept. at another school – perhaps Fifth Ward Elementary.

**ITEM 19. Adjournment**

**Motion by:** Keller

**Second by:** Sanders

**Motion:** There being no further business, motion to adjourn.

No objections.

**TIME: 12:49 p.m.**

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**Albert Burl, III, Chairman**