

**MINUTES OF THE BOARD OF EDUCATION PLANNING COMMITTEE
MEETING HELD JUNE 2, 2020 BY VIDEO CONFERENCE**

Committee Members Present: Kathryn Hallen, Andrew Martelli, Timothy White

Other Attendees Present: Jeffrey Solan, Superintendent of Schools
Vincent Masciana, Chief Operating Officer
Richard Clavet, Facilities Manager

CALL TO ORDER

Mr. Martelli called the meeting to order at 6:00 p.m.

JK Energy Project – Recommendation for Energy Improvement Upgrades

Mr. Masciana provided an overview and shared on the video screen a memorandum with a recommendation to make a series of energy improvements to our school buildings based on a proposal that was prepared by J.K. Resources USA, LLC (aka JK Energy). The improvements which will be completed this summer if the project is approved to proceed are primarily the replacement of incandescent and fluorescent lighting with LED lighting as well as refrigeration motor and fan controls as summarized in the chart below. Mr. Clavet added that when the LED upgrades are completed, the district schools will be operating with 99%+ LED lighting including our outdoor fixtures.

<u>Energy Conservation Measure</u>	<u>Project Cost</u>	<u>Annual Energy Savings</u>	<u>Payback Years</u>
Dodd - LED Lighting & Refrigeration Control Upgrades	\$25,405	\$4,727	5.37
Highland - LED Lighting & Refrigeration Control Upgrades	\$39,705	\$7,355	5.40
Doolittle - LED Lighting Upgrades	\$11,082	\$1,809	6.13
Chapman - LED Lighting Upgrades	\$29,235	\$4,603	6.35
Darcey - LED Lighting Upgrades	\$10,375	\$1,622	6.40
Norton - LED Lighting Upgrades	\$23,295	\$2,546	9.15
Total Project Cost before Energy Incentives	\$139,097	\$22,662	6.14
Less Eversource Conservation Incentive	-\$32,977		
Net Project Cost to Cheshire Public Schools	\$106,120	\$22,662	4.68

Mr. Masciana explained that JK Energy is an approved contractor for the Eversource Small Business Energy Advantage (SBEA) Program for Municipalities. JK Energy and the SBEA Program were used to complete a similar energy improvement project at Cheshire High School in 2019 and based on the success of that project, JK Energy was asked to complete a review of our additional school buildings which has resulted in this recommendation.

Mr. Masciana highlighted the financial details of the proposed new project based on using JK Energy and the SBEA Program. Overall, the project has a 4.68 year payback as shown in the chart above. It was noted by Mr. Clavet that the payback excludes the maintenance savings from not replacing bulbs or ballast as LEDs last 50,000 hours as opposed to the much shorter lifespan of the incandescent or fluorescent bulbs being replaced. The total project cost of \$139,097 will be reduced by \$32,097 based on an Eversource Conservation Incentive and the \$106,120 remaining balance due to JK Energy will be financed by a \$100,000 interest-free five year loan leaving a balance of \$6,120 that will be funded through our operating budget. The cash flow from the project for the first five years will be a net positive \$2,662 per year based on the energy savings of \$22,662 less the \$20,000 annual payment due on the interest free loan. After five years, the net cash flow will be a net positive \$22,662.

In the discussion of the project, Mr. White asked what the impact would be if a school were no longer online. Mr. Clavet explained that the energy incentive would not be affected as that is reduced from the project cost directly to the contractor. The \$100,000 loan would still need to be repaid and so the result is the district would lose the benefit of the energy savings once the building is no longer online.

Mr. Masciana explained that the Board of Education is not authorized to borrow funds and that the \$100,000 loan that is made available to finance the project through the SBEA program requires approval of the Town Council just as it did in the 2019 project.

MOTION by Ms. Hallen, seconded by Mr. White.

MOVED *"That the Planning Committee requests that the Board of Education approves the recommendation to proceed with the Energy Improvement Project as proposed by JK Energy and further to seek the required approval from the Cheshire Town Council for approval of the financing agreement."*

VOTE - The motion was approved unanimously by the Committee.

JK Energy – Stadium Lighting Project Update

Mr. Masciana and Mr. Clavet advised the Planning Committee members that an award was made to JK Energy to complete a stadium lighting upgrade at the main game field at Cheshire High School this summer. The Town Council approved a \$150,000 appropriation for this project and utilizing a State DAS contract, the award to complete the project to JK Energy after a \$13,097.29 Eversource energy incentive is \$126,314.71. It is important to explain that the primary reason for the upgrade is the current metal halide lighting does not provide enough light to meet the current 30 foot candle standard for the athletic users. The metal halide fixtures will be replaced with computer controlled, dimmable LED fixtures which will meet the required standard. While not the primary goal, the project will result in estimated annual energy savings of \$2,873 and annual maintenance savings of \$3,500.

Capital Projects Underway

Mr. Masciana and Mr. Clavet provided updates on the status of the following capital funded projects and discussed and responded to questions from the committee members:

- Darcey UST Replacement (Bid awarded for Summer 2020 completion)
 - BOE - \$560,000 total appropriation for multiple UST projects
- CHS Window Replacement (Bid awarded for Summer 2020 completion)
 - BOE - \$750,000 appropriation
- Norton Unit Ventilator Replacement (Bid awarded for Summer 2020 completion)
 - BOE - \$110,000 appropriation
- District Flooring Replacements (CHS Library Carpet Replacement - DAS award to Spectrum Flooring)
 - BOE - \$200,000 appropriation
- Doolittle UST Replacement (Bid releases, walk-through scheduled for 6/3 - potential for 2020 completion dependent on equipment lead time)
 - BOE - \$560,000 total appropriation for multiple UST projects
- District Millwork Replacement (Scope development - estimate completion spread over 2020/2021)
 - BOE - \$150,000 appropriation
- District Acoustical Ceiling Tile (ACT) Replacement - (Scope development - estimate completion spread over 2020/2021)
 - BOE - \$100,000 appropriation
- Norton Cafeteria Renovation (PBC - Design award pending - construction scheduled for Summer of 20-21)
 - PBC - \$400,000 appropriation
- Highland Boiler Replacement (Design modifications underway - bid package prep underway - anticipate 2020 completion)
 - BOE - \$600,000 appropriation
- Dodd HVAC Improvements (Design underway, will bid, but equipment lead time may push project to 2021)
 - BOE - \$100,000 appropriation
- CHS HVAC Improvements (Scope definition underway)
 - PBC - \$310,000 appropriation including Chapman
- CHS BMS Legacy Controls Improvements (Scope definition underway)
 - BOE - \$100,000 appropriation
- CHS North Parking Lot Repaving (Currently pricing - expect 2020 completion)
 - BOE - \$225,000 appropriation for CHS and Chapman
- Chapman Parking Lot Repaving (Currently Pricing - potential 2020 completion dependent on budget availability.
 - BOE - \$225,000 appropriation for CHS and Chapman
- Doolittle Parking Lot/Cornwall Ave. Entrance Repaving (Currently Pricing - potential 2020 completion)
 - BOE - \$125,000 appropriation

Capital Projects Delayed to Summer of 2020-21

- District School Security Improvements (Person Traps)
- CHS ADA Compliance (Doorway/Door Improvements)
- Doolittle Boiler Replacement

Building Maintenance Update

- Extension of Contract with Performance Environmental

Mr. Masciana reviewed a memorandum provided to the Committee recommending the extension of the contract with Performance Environmental, LLC to clean our school buildings. The highlights of the recommendations and discussion held during the meeting are as follows:

- Performance Environmental, LLC has been successfully cleaning the Cheshire Public School facilities since July 1, 2014.
- When the initial contract with extensions expired in 2018, the contract was put out to bid and not only was Performance the low bidder, but their two-year winning bid for the 2018-19 and 2019-20 fiscal years of \$682,488 was actually lower than their 2017-18 contract price of \$723,321 by \$40,833.
- Performance was especially responsive to our increased cleaning and disinfecting needs during the early stages of the Covid-19 Pandemic and they were very understanding when we were forced to discontinue using their services and stopped paying on our contracted services effective March 27, 2020 after our buildings were closed.
- For the 2020-21 fiscal year, Performance is aware and has agreed that we will be able to reduce our summer cleaning cost by as much as \$103,815 because our building maintainer staff began the summer cleaning work (typically done by Performance Environmental in July and August) when our school buildings were closed. So while the total base cleaning contract cost for 2020-21 being recommended is for \$719,784, we will instead pay Performance approximately \$615,969. The cautionary note is that additional cleaning costs related to Covid-19 will negate some of the savings although it is difficult to quantify the magnitude at this time.
- Performance advised that they were negatively impacted financially by the legislated minimum wage increase from \$10.10 per hour to \$11.00 per hour on October 1, 2019 which will be increased to \$12.00 per hour on September 1, 2020. While they did not raise their price as of October 1, 2019 as we are under a contract, the fact that they have been and will continue to be negatively impacted by a \$2 per hour, or 19.8% minimum wage increase, is not a surprise.

Based on their overall ability to deliver the level of cleaning services needed, their responsiveness to our cleaning requests and needs and their cooperation during the Covid-19 pandemic, Mr. Masciana recommended that our contract with Performance Environmental, LLC is extended for the period from July 1, 2020 to June 30, 2021.

For the 2020-21 fiscal year, Performance has requested a negotiated 5.5% increase to their base contract which would raise the full annual cost from \$682,488 to \$719,784. This increase is below our budget projections and Mr. Masciana recommended that the 5.5% increase to the base contract also be approved. Mr. Martelli pointed out that the full contract cost of \$719,784 is still less than the 2017-18 contracted price of \$723,321.

MOTION by Mr. White, seconded by Ms. Hallen.

MOVED *"That the Planning Committee requests that the Board of Education approves the extension of the contract with Performance Environmental, LLC for the 2020-21 fiscal year."*

VOTE - The motion was approved unanimously by the Committee.

On a motion by Mr. White, which was seconded by Ms. Hallen, the meeting was adjourned by a unanimous vote at 7:15 p.m.

Respectfully submitted,

Attest:

Vincent J. Masciana
Chief Operating Officer

Carol Jesensky, Executive Assistant

Filed at the Town Clerk's Office, Town Hall, Cheshire: