

Facility Committee Meeting Notes

Monday, February 1, 7:00am

Attendees: Jeff Smreck, Doreen Treuden, Tom Bush, Jeff Winkler, Michelle Jensen

Guests representing NAMI(North American Mechanical Inc.): John Parker, Service General Manager; Jerry Tinberg, Energy Management Specialist; Jim Nickols, Controls Manager.

1. HVAC Discussion/Proposal Review:

- a. John Parker reviewed the history of the maintenance agreement that The District has with NAMI and the discussions that have developed through the past year regarding the long-term solution for the continued situations/problems with the current HVAC system.
- b. Discussed the broken coil repair that was required during the winter break. This specific incident, along with the high priority that HVAC was given during the staff survey, has resulted in the specific request to NAMI to present The District with a solution that improves the building environment, increases the flexibility of controlling the system and results in energy savings.
- c. Jim Nickols reviewed the Building Automation(HVAC) Proposal(dated January 18, 2010). He explained the scope of the project as detailed in the proposal and differentiated the Carrier(\$129,360) and Andover(\$119,700) options. He explained the advantages of the Andover system to include: Non-proprietary system(Native BACnet protocol) allows for future options; ability to add functionality at a later date(card access, door security, lighting control and power monitoring); 24/7 service availability through NAMI Service.
- d. Jerry Tinberg reviewed the NAMI publication, "Deerfield Schools Energy Use". He gathered and reviewed the electrical and natural gas usage for the past 4 years to identify trends and discover opportunities for energy savings. He will assist The District in obtaining any available rebates through "Focus on Energy" or other comparable sources of funding. He did summarize by noting that the Middle/High School has reduced the electrical and natural gas usage by approximately 22% from 2006 to 2009.

- e. Doreen presented the committee with an option for using currently budgeted money for this project. This will be mainly funded through referendum dollars that had initially been assigned to many smaller maintenance projects and also to security cameras/clocks/PA system – all of these items will be moved to the next Fiscal Year because any decision affecting the Safe and Secure Entrance will have an impact on these items and they should not be completed until a final Safe and Secure proposal has been further explored.
- f. The Facilities Committee agreed with the concept of proceeding with the Andover Option as presented by NAMI. The budgetary amount will be primarily Building and Grounds referendum dollars and will be detailed by Doreen and forwarded to the Board. Jeff Smrecek and Doreen are very confident that any maintenance items that will get moved to the next Fiscal Year will not affect Students, Staff or Community Members.

2. Middle School / High School Safe and Secure Entrance and Office Remodel.

- a. A second Community meeting will be scheduled for February/March to invite the community to hear the needs of the District for a “Safe and Secure Entrance” at the Middle School/High School which includes remodeling the existing space and reassigning current office space.
- b. Michelle reviewed her visit to the newly remodeled Lake Mills Middle School. A Safe and Secure Entrance concept was incorporated into their remodeling and would give our District some ideas of how a Safe and Secure Entrance can fit into a long-term plan for facility use at the Middle School/High School.
- c. Recommended that the Deerfield Board of Education and any interested Community Members make a visit to the Lake Mills Middle School to see how that system was designed. Topic to be discussed at the next School Board Meeting and also at the Community Meeting.
- d. Recommended that a current Middle School/High School building usage report be prepared to identify current trends in our building scheduling and identify any opportunities for increased space utilization. Michelle will coordinate the completion of this.