

# **Facility Committee Meeting Notes**

## **Monday, December 6, 5:30pm**

### **District Conference Room**

**PRESENT:** Jeff Winkler, Chris Page, Laurie Steen, Jeff Smrecek, Doreen Trueden, Michelle Jensen, Sue Erickson, John Polzin,

- **Middle School Review – Update on Schedule and Progress:**
  - Summary attached, dated 12/3/2010.
- **Elementary School Rooftop Ventilation Noise Concern:**
  - Jeff Smrecek has forwarded the concerns to NAMI. They have identified some possible areas of noise to investigate in the April/May 2011. The chiller unit has been turned off during the cold months so the noise cannot be identified until next Spring. NAMI will also investigate the option of controlling the Elementary School HVAC with an integrated computer program instead of having the chiller operate on a set-point method.
- **Referendum Projects 2010-11 Update:**
  - A Referendum Expenditure List 2008-2013 was distributed (and is attached) for everyone to review. Specific to note for 2010-11 are the following: Clocks/PA system, Asphalt, Textbooks-HS Math, FACE, Life After HS. The roof project is listed separately below.
- **MS/HS Roof Plan Update:**
  - Summary attached, dated 12/2/2010. Planning to spend \$199,900 during Summer 2011.
- **Athletic Boosters – Possible Projects**
  - Sue Erickson presented 2 projects that the Athletic Boosters are exploring. The trophy case in the commons had to be removed when the Food Line #2 was constructed – they would like to explore building a new trophy case on the south wall of the commons. Sue will work with John Polzin to determine the size and check for interested volunteers for portions of the construction. The Athletic Boosters are also interested in renovating the HS Baseball Dugouts. They will work with John Polzin to get some design options and estimated costs to determine how to proceed.

# Deerfield Community School District

Excellence and Equity in Education



## MEMORANDUM

**To:** Deerfield School District Board of Education

**From:** Doreen Treuden, Business Manager

**Date:** December 3, 2010

**Re:** Middle School Space Study Project

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I have met with Bill Hoch from Excel Engineering to begin the middle school space study project and as a result have the following tentative timeline for discussion.

### December, 2010

- o Provide Excel Engineering with current enrollment by grade level
- o Provide copies of middle school information from 2008 PRA facility study
- o Survey middle school staff on what's good about current space and what needs improving
- o Forward survey responses to Excel Engineering
- o Research methods of projecting enrollment

### January, 2011

- o Excel Engineering determines maximum enrollment for current space
- o Second survey of middle school staff to determine priorities of educational space
- o Excel creates first drawing of reconfigured middle school space
- o First draft of drawing is shared with middle school staff and input is recorded

### February, 2011

- o Excel creates second drawing of reconfigured middle school space
- o Next steps are discussed with BOE

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Deerfield Community School District  
2008-09 Referendum Expenditure List

Final

CURRICULUM

6th GRADE LANGUAGE	4/17/2009	3,224.00
MCGRAW HILL EVERY DAY MATH	5/31/2009	5,187.00
SITTON SPELLING	5/31/2009	1,040.76
ELEM. SOCIAL STUDIES	6/30/2009	8,958.60
MS SOCIAL STUDIES	6/30/2009	8,958.60
MCGRAW HILL - TECH ED	4/30/2009	1,213.62
GOOD HEARTWILCOX - TECH ED	4/30/2009	2,730.44
		31,313.02

FACILITIES

MASONRY REPAIRS AT HS	4/21/2009	2,000.00
SOUTHERN WI ROOFING CO.,	4/30/2009	520.00
GARY BROWN ROOFING CORP	5/20/2009	376.00
CENTURY FENCE COMPANY	6/18/2009	5,637.00
PAVEMENT SURVEY AND	5/20/2009	2,750.00
WALL SURVEY AND EVALUATION	5/20/2009	2,875.00
GARY BROWN ROOFING CORP	10/22/2008	3,216.00
WATER SOFTENER & INSTALLATION	5/28/2009	6,168.25
WATER HEATER INSTALL	6/30/2009	11,000.00
ELECTRICAL UPGRADES	10/20/2008	2,197.00
PLUMBING UPGRADES	1/5/2009	2,654.00
ASBESTOS ABATEMENT	1/9/2009	1,250.00
2-WAY RADIOS	2/28/2009	300.00
2-WAY RADIOS	2/9/2009	2,173.00
2-WAY RADIOS	12/29/2008	1,794.00
HS ROOF PROJECT	5/20/2009	10,824.00
HS ROOF PROJECT	7/16/2009	60,800.00
*HS ROOF PROJECT PAYABLE	6/30/2009	16,071.00
HS ROOF PROJECT	6/24/2009	37,129.00
HS HOT WATER HEATERS	6/10/2009	16,881.00
GENERATOR SWITCH	6/17/2009	4,650.00
		191,265.25

ATHLETICS

HS FOOTBALL GOAL POSTS	6/30/2009	3,500.00
BB BACKBOARDS	6/19/2009	10,846.50
VB CENTERLINE SYSTEM	6/19/2009	4,680.00
FENCE HS SOFTBALL OUTFIELD	3/3/2009	6,185.00
HS BOYS BASEBALL MOUND	5/4/2009	1,000.00
		26,211.50

TECHNOLOGY

NETBOOK PROJECT	2/28/2009	158.94
NETBOOK PROJECT	2/28/2009	202.14
NETBOOK PROJECT	3/31/2009	10,434.95
NETBOOK PROJECT	1/31/2009	9,657.01
		20,453.04

269,242.81

\*Roof project extended past June 30th, 2009 - final cost underbudget



Deerfield Community School District  
2009-10 Referendum Expenditure List

Final

CURRICULUM		
ELEMENTARY CURRICULUM	6/30/2010	1,560.00
PEARSON - 6-8 GRADE SCIENCE	10/31/2009	19,824.16
APT - POTENCY FOR POETRY	12/31/2009	250.00
TEXT REPLACEMENT	11/17/2009	594.70
CURRICULUM FOR MUSIC TECH	10/2/2009	116.67
RECODE FACE TEXTBOOK EXP.	10/31/2009	1,031.08
DEERFIELD MS & HS LEADERSHIP	12/17/2009	950.00
TECH ED CURRICULUM	9/2/2009	11,155.00
SPELLING CURRICULUM	8/18/2009	294.80
P-CARD TRANS. AMAZON TEXTBOOKS	6/30/2010	211.63
P-CARD PURCHASE - AMAZON TEXTBOOKS	2/28/2010	204.05
EVERYDAY MATH	6/30/2010	8,700.52
		44,892.61

FACILITIES		
RESURFACE HS GYM FLOOR	9/9/2009	12,150.00
ELECTRIC SERVICE TO WINCHES	9/18/2009	4,576.00
RESET FENCING SM. GYM MEZZ	1/6/2010	2,835.00
STAGE CURTAINS	1/31/2010	2,310.00
REPAIR GYM LIGHTING. ROOFER	9/27/2009	860.48
HVAC UPGRADE	4/30/2010	119,700.00
HS DOOR AND HARDWARE REPLACEMENT	4/30/2010	25,391.65
ART ROOM UPGRADES	5/20/2010	4,561.00
CENTURY FENCE EXP. TO	6/30/2010	5,898.59
		178,282.72

DEBT PAYMENT		
LEVIED - NOT EXPENSED		40,000.00
QSCB FINANCING		15,000.00
		55,000.00

ATHLETICS		
INSTALL G. POSTS, WIN., BB, ETC.	1/31/2010	8,198.00
		8,198.00

TECHNOLOGY		
CDWG - SMART CART	11/30/2009	1,418.85
ES SMART BOARD STAND	12/10/2009	620.00
CDWG - ELEM STUDENT CLASSROOM COMPUTERS	11/30/2009	7,458.99
CDWG - COMPUTER LAB	6/24/2010	20,801.05
HIGH SCHOOL STUDENT EMAIL	3/4/2010	586.40
NEW SOUND SYSTEM FOR HS GYM	3/18/2010	7,741.38
		38,626.67

**325,000.00**

\*Money held in fund balance for September payment

Deerfield Community School District  
2010-11 Referendum Expenditure List  
November, 2010

CURRICULUM BUDGET		60,000.00		
			EXPENSED	UNSPENT
P-CARD PURCHASE - BARNES AND	9/30/2010	1,278.59		
HS MATH TEXTBOOKS	8/20/2010	4,067.50		
P-CARD PURCHASS - AMAZON	9/30/2010	395.40		
P-CARD PURCHASS - ABE BOOKS	9/30/2010	32.50		
P-CARD PURCHASE AMAZON	8/31/2010	51.25		
P-CARD PURCHASS - CENGAGE	9/30/2010	1,500.90		
HS BUS. ED COMPUTER APPS.	8/9/2010	1,076.90		
FACE TEXTBOOKS	9/13/2010	159.00		
TEXTBOOKS FOR LIFE AFTER HS	9/23/2010	247.50		
PEARSON EDUC. CIAB ADOBE ILLUS	11/19/2010	1,424.04		
PEARSON EDUC. EBOOKS	11/19/2010	692.84		
	<b>TOTAL</b>	<b>10,926.42</b>		
				<b>49,073.58</b>

FACILITIES BUDGET		205,000.00		
			EXPENSED	UNSPENT
MASTERCOM, INC. CLOCK/PA SYSTEM	9/17/2010	37,632.50		
CONSULTING AND ENGINEERING - ASPHALT BID	8/31/2010	4,675.00		
ASPHALT	9/30/2010	21,225.00		
	<b>TOTAL</b>	<b>63,532.50</b>		
				<b>141,467.50</b>

DEBT PAYMENT BUDGET		40,000.00		
			EXPENSED	UNSPENT
QSCB PAYMENT - EXPENSED			40,000.00	
QSCB PAYMENT - LEVIED	100,000.00			
	<b>TOTAL</b>	<b>40,000.00</b>		
				<b>-</b>

FURNITURE AND FIXTURES BUDGET		50,000.00		
			EXPENSED	UNSPENT
OFFICE FURNITURE AND EQUIPMENT				
HS LOCKERS				
	<b>TOTAL</b>	<b>0.00</b>		
				<b>50,000.00</b>

TECHNOLOGY BUDGET		20,000.00		
			EXPENSED	UNSPENT
P-CARD PURCHASE - CDWG SMART BOARD BRACKET	9/30/2010	650.99		
	<b>TOTAL</b>	<b>650.99</b>		
				<b>19,349.01</b>

TOTAL REFERENDUM BUDGET 375,000.00

UNSPENT TOTAL 259,890.09



# Deerfield Community School District

Excellence and Equity in Education



## MEMORANDUM

**To:** Deerfield School District Board of Education

**From:** Doreen Treuden, Business Manager

**Date:** December 2, 2010

**Re:** Roof Maintenance Plan and Bids

The district has been following a 5-year roof maintenance plan created in May, 2008 for the MS/HS building. The most critical roof repairs identified in the plan took place in the summer of 2009 using referendum dollars. The next set of roof repairs are scheduled to begin in May/June of 2011. Working with the district roof consultant, the roof project was bid out and (4) roofing companies responded with bid project totals from \$199,900 to \$269,760. The recommendation is to move forward with the company that submitted the lowest bid of \$199,900.

Because this project will start in the 2010-11 budget year and finish in the 2011-12 budget year, a portion of the roof project expense will be charged to both budget years. The current 2010-11 budget includes \$120,000 of referendum money for roof repairs leaving the balance of \$79,900 to come from the 2011-12 school year along with the expense of consulting fees.

Attached are additional documents including a diagram of the roof and estimated costs of roof repairs from the 2008 maintenance plan. The yellow section indicates the repairs completed in 2009. The estimated cost for the first three sections totaled \$180,400 and the bid award at that time was \$114,000 (37% less than estimate). The green section was estimated to cost \$345,100 and will now be completed for \$199,900 (42% less than estimate). The remaining sections (in blue) to be bid and repaired in the future are estimated to cost \$401,900. However, with the reductions received on the last two bids, it is possible that the cost to finish the remaining roof sections will be considerably less.

I recommend approval by the board to accept the roof repair bid from Maly in the amount of \$199,900.

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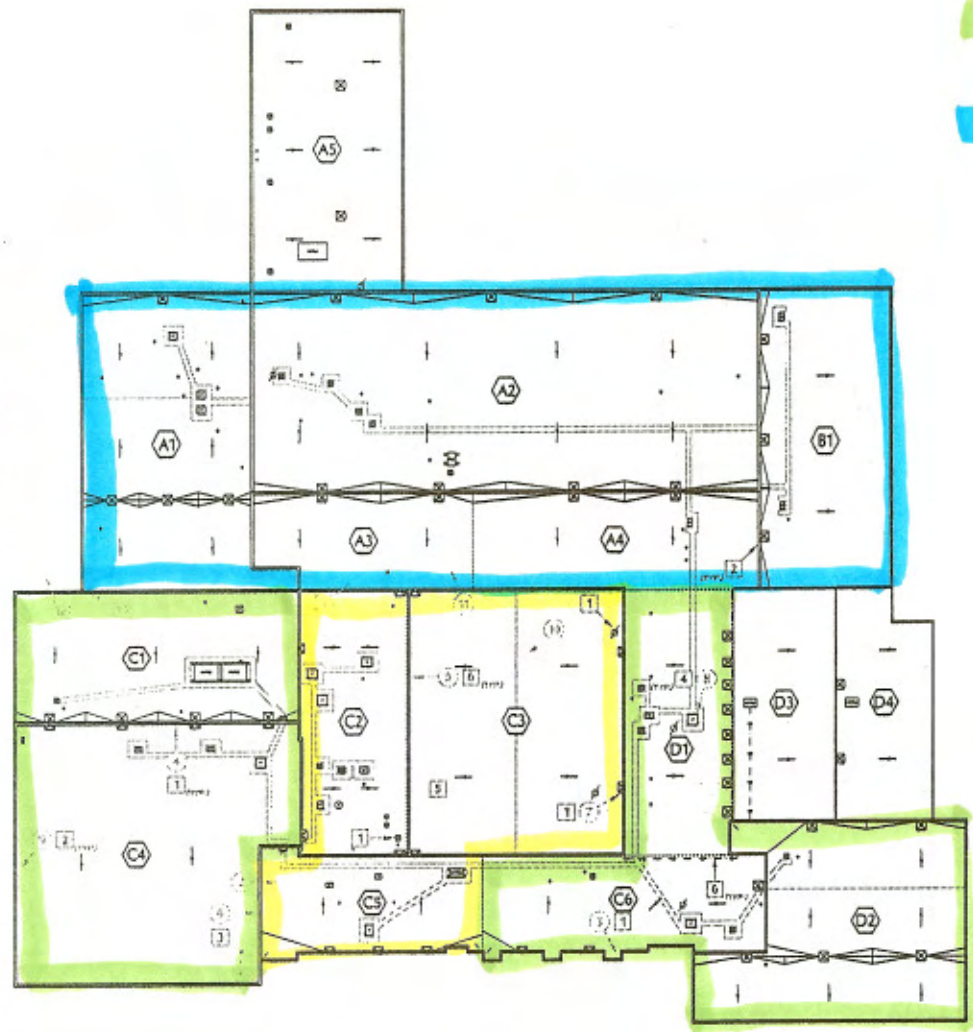
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**LEGEND:**

-  ROOF DRAIN IN SUMP
-  SCOOPER IN SUMP
-  INVAL UNIT
-  SKYLIGHT
-  PLUMBING VENT
-  VENTILATION BLOWER
-  GABLEWAY
-  SCAFFOLD
-  PIPE FLASHING
-  PITCH PAN
-  LIGHTNING ROD
-  ACCESS LADDER
-  EXPANSION JOINT
-  AREA DIVIDER
-  GUTTER
-  GAS LINE
-  ELECTRICAL CONDUIT
-  TAPERED INSULATION SLOPE
-  STRUCTURAL SLOPE



**LEGEND:**  
 - PHOTO DESIGNATION  
 -- REPAIR DESIGNATION  
 p LEAK LOCATION



ROOF PLAN  
SCALE: 1"=50'

- Complete
- Current Bid
- Future

100 <b>DEERFIELD COMMUNITY SCHOOL DISTRICT</b> 300 SIMONSON BLVD. DEERFIELD, WISCONSIN 53531 DEERFIELD HIGH SCHOOL	NAME OF THE CONSULTANT, INC. PHONE #	ADDRESS OF THE CONSULTANT	DATE OF APPROVAL	PROJECT NO.	PROJECT NAME
					15242 DO 15242 DO 15242 DO



**DEERFIELD COMMUNITY SCHOOL DISTRICT  
5 YEAR ROOF REHABILITATION COST ESTIMATES**

High and Middle Schools / Roof Areas	Priority	Repair Cost	Sq Ft.	2009	2010	2011	2012	2013
A1		\$0.00	8,325			\$83,300.00		
A2		\$0.00	17,000					\$170,000.00
A3		\$1,500.00	3,460				\$34,600.00	
A4		\$2,000.00	4,830				\$48,300.00	
A5		\$0.00	7,245					
B1		\$0.00	6,570				\$65,700.00	
C1		\$500.00	6,100			\$61,000.00		
C2	1	\$1,000.00	5,040	\$48,000.00				
C3	2	\$2,000.00	10,200	\$97,000.00				
C4		\$2,500.00	11,460			\$114,600.00		
C5	3	\$1,000.00	3,725	\$35,400.00				
C6	4	\$1,000.00	4,650		\$44,000.00			
D1		\$1,000.00	4,900		\$46,500.00			
D2		0	7,910		\$79,000.00			
D3		0	4,130					
D4		0	3,700					
Press Box		0		\$5,000.00				
Maintenance sheds		0						
<b>Subtotals</b>		\$12,500.00	109,245	\$185,400.00	\$169,500.00	\$258,900.00	\$148,600.00	\$170,000.00
1 Design/engineering Administration/Quality Control		\$750.00		\$11,125.00	\$10,170.00	\$15,535.00	\$8,920.00	\$10,200.00
2 Estimated Future Repair Costs					\$2,000.00	\$2,000.00	\$2,500.00	\$2,500.00
3 Roof Inspection				\$520.00	\$600.00	\$600.00	\$600.00	\$600.00
<b>4 Total Cost</b>		\$13,250.00		\$197,045.00	\$182,270.00	\$277,035.00	\$160,620.00	\$183,300.00

1. Fees for design, engineering, construction administration and periodic inspections

2. The cost estimates for repairs could vary depending on the scope of repairs completed and the time of year completed

3. Annual roof management and preventive maintenance inspections.

4. All cost estimates furnished within this schedule are ballpark figures only given in current dollars. Square foot reroofing estimates (\$9.50 - \$10.00) will vary based on specific system selection, contractor availability, salvage value of existing components and local market conditions.