



General Services Standing Committee Meeting Summary Minutes

1. Call to Order

The meeting was called to order at 5:00 p.m.

2. Roll Call

Members in attendance were: Jayanth Franklin, Bruce Hancock, Julie Neal, Brian Shiflett (Board Members), Malcolm Garrett, Daniel Lauria (Citizen Advisors)

Staff/Public in attendance were: Joe McFarland, Mike Frentz, Brian Varvel, David Seigert, Dave Yarian, Dan Tredinnick (representing the Administration).

3. Approval of Summary Minutes

Minutes: The summary minutes for the October 6, 2014 General Services Standing Committee meeting were approved.

4. Market Street Sports Group Presentation

Minutes: Mr. Frank Hoke and Mr. Jeff Bertoni of the Market Street Sports Group (www.marketstreetsportsgroup.com) presented an overview of their business, representing clients' sponsorship and commercial partnership opportunities. Market Street Sports Group (MSSG) was formed in 2006, worked initially with minor league baseball teams, and expanded their business to include the PIAA and local school districts as clients. They helped school districts raise alternative streams of revenue through sponsorship agreements. There are about 15 elements to their program. Hempfield School District has realized about \$650,000 in net revenue since they began working with MSSG in 2007-2008. The company has taken on some new school district clients recently, such as Dallastown Area SD, and they expect those agreements to realize about \$30-50,000 in net annual revenue.

All sponsorship agreements are approved by an administrative committee and put before the school board. Naming rights are a key element of the sponsorship program. Advertising is typically aimed at parents, not students. MSSG sells and places ads in booster club publications. Marketing activations at school events are another key element of the program. For school districts, advertisers are typically local businesses. Exclusivity for advertisers is important.

Consensus between board, administration and teachers is important when deciding to pursue sponsorship opportunities. Booster clubs are also important participants in the sponsorship program.

The company is not actively seeking new clients at this time. No committee recommendation is needed at this time, and the committee can have a follow-up discussion at its next meeting.

5. District Archiving System

Minutes: David Sweigert, Director Infrastructure Technology, discussed the District's requirement to archive email messages for two years. The device is called an "archiver." Right to Know requests are creating challenges, often costly for the District, to search for and identify relevant messages. The existing archiver, purchased in 2007, requires the District to pay \$2,100 in annual maintenance fees.

Mr. Sweigert presented a summary of quotes for three messaging archiving solutions. He recommends the Intradyn RazorSafe for \$7,000.00, which also has a annual maintenance cost of \$1,500. The Intradyn product meets the District's requirements for archiving and searching email messages.

The committee recommended the administration's proposal to purchase the Intradyn RazorSafe message archiving solution to the full board for approval.

6. Baseball Field Berm

Minutes: Mr. Brian Varvel, Director of Buildings and Grounds, described Derry Township's proposed plan to raise the berm between Memorial Field and North Field about two feet to better detain storm water in the North Field/South Field area. The work will take place during the 2015 summer months, and the District has provided the Township a letter of easement. There will be no cost to the District as it will be paid for by a grant obtained by the Township. There will be an impact to the walker's trail during construction. Mr. Hancock recommended that the Administration notify in advance any organizations using the playing fields adjacent to the work site. Any hardscape added will match the existing retaining wall.

7. Elementary School Roof

Minutes: Mr. Varvel discussed the proposal, by Professional Roof Services, to conduct an infrared survey and data base survey of the ECC and ES roofs. The survey will yield a plan for repair work to those roofs, which in turn, will allow the District to budget capital repair requirements in future years. The survey will also provide prospective bidders an accurate description of the installed roofing system, ideally leading to lower bids and fewer change orders.

Mr. Varvel indicated that other inspection firms did not offer the infrared survey services.

Mr. Varvel noted that there are some existing ECC and ES roof leaking issues. Both roofing systems use rubber membranes.

Mr. Varvel let the committee know that he's done the walk-through on the recently replaced High School roof, and all looks good.

The committee recommended to the full board the Administration's proposal to enter into agreement with Professional Roof Services for roof survey services in the amount of \$16,500.

8. Alternate Fuels for Bus Fleet

Minutes: Mr Dave Yarian, Director of Transportation, explained the benefits of using alternate fuel (propane and CNG) buses in the District's fleet.

The existing bus maintenance facilities are sufficient for working on propane buses, but retrofits would be required to the facility if personnel were to work on CNG buses. There is not a large learning curve for vehicle maintenance. Propane engines are converted gasoline engines, and CNG engines are converted diesel engines. For the type of buses the district currently uses, there is nothing currently available in CNG. The type of transit-style buses available with CNG engines typically run about \$50,000 more than the diesel models the district uses. Propane buses in the same style the district uses may cost the District about \$7-8,000 more than a diesel engine model. The propane engines are less expensive for the district to maintain compared to the modern diesel engines with complex emissions reduction equipment.

Mr. Yarian explained that the CNG and propane engine buses are considered safe, and the fuel tanks are more puncture resistant than diesel fuel tanks. The alternate fuel engines warm up quickly and start more easily than diesel engines in cold weather. The propane engines are about 11db quieter than diesel engines, and the oil stays cleaner longer.

The CNG buses have a short driving range between refueling. They need refueled every day. There are both slow-fill and quick-fill CNG refueling stations. With slow fill, the buses remain hooked up overnight. With a quick-fill set-up the district would run into labor concerns keeping hours limited to under 30 per week.

There are no CNG fueling stations in operation in the area currently. Mr. Yarian explained that a fleet operator needs access to a back-up fueling station, so even if a fueling station was built, a back-up site is unavailable. A slow fill station costs about \$400,000 and a quick fill about \$1 million.

For a propane filling station, the district would pour a concrete slab, and a vendor would install the tank and provide the fuel. Down the road, as more propane buses are in the fleet, it may be cost advantageous for the district to purchase its own tank.

A larger fleet is required, 100 or more, to facilitate a cost effective conversion to CNG. Mr. Yarian believes there is merit in an alternate fuel vehicle fleet, but a propane engine bus is a better fit for our district. The payback period would be 2-3 years.

Mr. Yarian recommends that the district issue bids this year for both propane and diesel engine buses. Mr. Franklin requested that CNG buses be bid as well, and Mr. Yarian said that can be done. The committee concurs with the Administration's recommendation.

9. Capital Improvement Plan

Minutes: The committee reviewed and discussed the draft template for the capital improvement plan with Mr. Frentz.

10. Public Comment

Minutes: None

11. Adjournment

Minutes: The next General Services Standing Committee meeting will be held January 12, 2015 5:00 p.m.

The meeting adjourned at 6:21 p.m.