



The Helena Public Schools educate, engage, and empower each student to maximize his or her individual potential with the knowledge, skills and character essential to being a responsible citizen and life-long learner.

Board of Trustees – Facilities & Maintenance Committee Meeting

Monday, December 13th, 2021 – 12:00pm

Lincoln Conference Room and Microsoft Teams

Members of the public are able to attend remotely by clicking here:

<https://teams.microsoft.com/l/meetup-join>

We ask that all participants mute their microphone until called upon by the Board Chair for general and/or specific public comments. Upon completing public comment, please ensure that your microphone is again muted.

AGENDA

I. CALL TO ORDER/INTRODUCTIONS

II. REVIEW OF AGENDA

III. GENERAL PUBLIC COMMENT: *This is the time for comment on public matters that are not on the agenda. Public matters do not include any pending legal matters, private personnel issues or private student issues. Please do not attempt to address such issues at this time or you will be ruled out of order. The Board cannot enter into a discussion during General Public Comment.*

IV. REVIEW OF 11.01.21 COMMITTEE MEETING MINUTES

V. NEW BUSINESS

- A. Update on Deferred Maintenance Plan-Discuss Progress and Timeline
- B. May Butler Update
- C. Levy Discussion-Discuss Preparation from a Facilities Perspective
- D. Facilities Master Plan Work Session-Review Notes
- E. RFQ Discussion

VI. BOARD COMMENTS

VII. ADJOURNMENT



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Board of Trustees – Facilities & Maintenance Committee

May Butler Campus and via Microsoft Teams

Monday, November 1st, 2021 – 12:00 pm

MINUTES

ATTENDEES

Trustees: Others:

Siobhan Hathorn, Committee Chair

Terry Beaver, Committee Member

Rex Wertz, Superintendent

Brian Cummings, Assistant Superintendent

Stacy Collette, Human Resources Director

Josh McKay, Assistant Superintendent

Rob Brewer, Maintenance Manager

Gary Myers, Director of Educational Technology

Barb Ridgway, Chief of Staff

Jane Shawn, HEA President

Janelle Mickelson, Business Manager

Rich Whitney, Hulteng Representative

Jane Shawn, HEA President

Matt Thompson, Ameresco

Representative

Josh Routzahn, Ameresco

Representative

Brian Solan, Ameresco Representative

Karen Ogden, Communications Officer

Luke Muszkiewicz, Board Chair

I. **CALL TO ORDER**

Committee Chairperson, Siobhan Hathorn, called the meeting to order at 12:01 pm.

II. **GENERAL PUBLIC COMMENT**

No comments were offered.

III. **REVIEW OF AGENDA**

No changes were made to the agenda.

IV. REVIEW OF MINUTES

Minutes from the 10.04.21 committee meeting were reviewed and approved.

V. NEW BUSINESS

A. Ameresco Lighting Assessment

Matt Thompson with Ameresco shared a Power Point presentation titled Energy Savings Performance Contract with the committee. The representatives from Ameresco introduced themselves to the committee. Mr. Thompson commented. There is a decade of history between Ameresco and Helena Public Schools. We know these schools well and have strong ties to the community. Last spring our team came through and looked at the existing lighting systems in the district. The district's existing fixtures are primarily T8 25W fluorescents with electronic ballast, have a lamp life of roughly 24,000 hours, have a ballast life of roughly 40,000 hours, with a variety of other fixtures, types, and lamps.

The next slide was titled Proposed Lighting Systems-Base Energy Project. Mr. Thompson commented. Currently the district's total electrical consumption annually is \$700,000. A lighting upgrade to LED would save roughly 12%-15%, which would be about \$85,000 annually. A lighting only project could be funded entirely from Energy Savings; however, a much more comprehensive project could be implemented using a combination of deferred maintenance funds, grants, rebates, and Energy Savings. Typically, we recommended the type "C" retrofit for existing troffer fixtures (LED dimmable driver). They have a 70,000 plus hour lamp life and 100,000 plus hour driver life.

The committee then reviewed a slide that showed preliminarily numbers for conservative energy savings and costs that were estimated last spring. It displayed full turnkey costs (design, installation, and construction management.) If the committee decides to move forward with Ameresco these numbers would need to be updated to reflect the latest construction costs and savings estimates.

Mr. Thompson asked the committee if there were any comments or questions. The committee discussed that it would be important going forward to access the lighting at the new schools. It was also discussed that LED lights have zero flicker, where fluorescent lights do flicker, and that flickering of lighting can give some people migraines. So having LED lights would be a benefit in that regard. The committee then discussed having dimmable switches, and what the pros and cons would be. The benefit is a person could adjust their lighting level in their room, but it can be expensive and harder to convert some switches to a dimmable switch. Mr. Thompson commented that different types of light coverings are offered in different areas such as shatter proof coverings in food prep areas, and in the wood shop there are special covering where the dust can't get inside the cover.

The committee then reviewed a slide displaying it would be a budget neutral project-energy performance contract. Mr. Thompson also discussed funding sources for EPC projects and discussed guaranteed energy and operating cost saving, NorthWestern Energy E+ rebates and renewable incentives, capital, or deferred maintenance budgets, as well as elementary and secondary school emergency relief (ESSER) funds.

The committee reviewed a slide titled ESSER and Montana OPI Guidance. The CARES Act established ESSER Fund “to prevent, prepare for, and respond to coronavirus.” Subsequent funding from CRRSA and ARPA bring total relief funds for MT Schools to over \$600 million. ESSER III Guidance from Montana OPI clarified allowable uses of relief funds, including provisions for facility improvements: (K) School facility repairs and improvements to enable operation of schools to reduce risk of virus transmission and exposure to environmental health hazards, and to support student health needs. (L) Inspections, testing maintenance, repair, replacement, and upgrade projects to improve the indoor air quality in school facilities, including mechanical and non-mechanical heating, ventilation and air-conditioning systems, filtering, purification and other air cleaning, fans, control systems, and window and door repair/replacement.

The next slide showed other facility improvements with EPC projects.

- Weatherization and Water Conservation
 - Seal and insulate building envelope
 - Install water conserving faucets, toilets, and urinals

- Lighting Retrofits
 - Install energy efficient LED lighting
 - Occupancy sensors and scheduling

- HVAC and Indoor Air Quality
 - High efficiency boilers, air handlers, and other equipment
 - Modernize building automation with new digital temperature controls
 - Test and balance ventilation rates and commission controls
 - Install enhanced MERV-13 filtration and/or air cleaning systems
 - Operational modifications to enhance IAQ and reduce costs

- Onsite Energy and Utility Rates
 - Install solar panels and develop learning opportunity for students
 - Review and optimize utility rate schedules

B. May Butler Center Update-Future Use Options-Lincoln Center Update

The committee moved on to discuss the update on the May Butler Center building. An architect came last week to May Butler to discuss future use of the building. Once the committee receives the finalized drawings and sketches of the building and the assessment back from the architect there will be more information about what is possible for the future of May Butler Center. There will also be a real estate group that will come to May Butler Center, and they will determine the commercial value of May Butler Center in today's market. Moving the staff to Lincoln from May Butler Center is anticipated for November 15th. There are a couple of contractors that still need to finish some work. The move will be delayed for the Business Office because that is the time when payroll is processed. They will move to Lincoln the first week of December.

C. Deferred Maintenance Progress Report

The committee then discussed the update on the deferred maintenance progress report. Rob Brewer, Maintenance Manager, commented that along with Rich and their consultants they went through Kessler and Hawthorne with the architect and electrical engineer. The electrical engineer also went to Broadwater, 4G's, Smith, Ray Bjork, and Jefferson. The next site visit will be at Helena High, and that visit is expected to take a while.

D. Facilities Master Plan

Lastly, the committee discussed the Facilities Master Plan. The District's last Facilities Master Plan was completed in 2013, and updating that plan is needed so that we can move forward with building and facilities decisions. Mosaic Architecture created the last version, and the committee discussed that the process and product that was received was not worth the money that was put into it. Mr. Beaver commented that he thinks we could do a better job in-house, particularly with the educational component. The committee discussed that in-house input was going to be especially important in this process as well as community input and involvement. The committee determined that it would be worthwhile to have a work session before the December facilities meeting dedicated to the Facilities Master Plan where the full board would be brought in, members of the facilities and maintenance team, and instructors to sit down and talk about what went well with and didn't go well with the previous plan, and what we want to do going forward.

VI. BOARD COMMENT

There were no further comments.

VII. ADJOURNMENT

The meeting was adjourned at 12:54 pm.