



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, June 13th, 2022 – 12:00pm

Lincoln Conference Room and Microsoft Teams

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

[Click here to join the meeting](#)

We ask that all participants mute their microphone until called upon by the Committee 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 05.02.22 COMMITTEE MEETING MINUTES
- IV. NEW BUSINESS
 - A. Safety and Security Bond Spend Down
 - B. Facilities Master Plan Contract
 - C. Lead Testing and Mitigation
- V. BOARD COMMENTS
- VI. ADJOURNMENT



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Board of Trustees – Facilities & Maintenance Committee

Lincoln Campus and via Microsoft Teams

Monday, May 2nd, 2022 – 12:00 p.m.

MINUTES

ATTENDEES

Trustees: *Others:*

Siobhan Hathhorn, Committee Chair

Terry Beaver, Committee Member

Libby Goldes, Committee Member

Rex Weltz, Superintendent

Janelle Mickelson, Business Manager

Jane Shawn, HEA President

Josh McKay, Assistant Superintendent

Rob Brewer, Maintenance Manager

Gary Myers, Director of Educational Technology

Barb Ridgway, Chief of Staff

Brian Cummings, Assistant Superintendent

Laura Champoux, Administrative Assistant

Neal Murray, Safety and Operations Manager

Laura Champ

Jake Ziska, WWC Engineering

Trent Scheuer, Utilities Maintenance

Superintendent for the City of Helena

I. **CALL TO ORDER**

Committee Chair, Siobhan Hathhorn, called the meeting to order at 12:01 p.m.

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 03.07.22 Facilities and Maintenance committee meeting were reviewed and approved.

V. NEW BUSINESS

A. CHS/HHS HVAC Duct Cleaning Bid

The committee moved on to discuss the CHS/HHS HVAC Duct Cleaning Bid. Rob Brewer, Maintenance Manager, discussed what schools have had HVAC duct cleaning done over the past year and a half. Mr. Brewer discussed that they went out to bid for the project, advertised it in the paper, made bid packets available, and conducted a pre-bid walkthrough. Mr. Brewer commented. We only received one bid for both schools. The bid for Capital High School HVAC duct cleaning came from HVAC Power Vac LLC, for a total of \$129,000. The bid for Helena High School HVAC duct cleaning came from HVAC Power Vac LLC, for a total of \$109,000. We would like to take this to the full Board for approval.

The committee discussed that it was under \$80,000 to clean the HVAC ducts in the elementary and middle schools. Mr. Brewer commented. We were hoping to receive multiple bids, but this is such a unique project, and there is only one contractor in the state that can complete the scope of this work. They have a specialized vehicle and equipment to clean the ducts. After the ducts were cleaned in the elementary and middle schools, we are seeing less burn ups in our air handlers and our filters are staying cleaner longer. Mr. Brewer discussed that if approved, the company could potentially start the project on June 10th with an estimated completion date of August 29th.

The committee recommended that the CHS/HHS HVAC Duct Cleaning Bid should be sent to the full Board for review.

B. Kessler Sewer Line Bore Project

The committee moved on to discuss the Kessler Sewer Line Bore Project. Mr. Brewer commented. The city is asking us for an easement for a sewer line to be bored under the parking lot at Kessler Elementary. We have put some conditions in there that they have met and are willing to accept with us. If we ever decide to build on that site, the city will cover the cost, and they would have to move their sewer line. Trent Scheuer, Utilities Maintenance Superintendent for the City of Helena, commented. If there is any settling or anything else that might happen as a result of this, we will take full responsibility. Mr. Scheuer discussed the process of putting in the sewer line, and that putting in this line would save the taxpayers money. Jake Ziska, with WWC Engineering, commented. During this construction the east entrance to the main parking lot at Kessler would still be available.

The committee recommended that the Kessler Sewer Line Bore Project should be sent to the full Board for review.

VI. BOARD COMMENT

Trustee Libby Goldes commented that having the letter from the City of Helena was very helpful. Trustee Terry Beaver said he would like to see the City of Helena eventually remove the storm sewer drain that runs through the Helena High practice field. Trustee Siobhan Hathorn said she appreciated Growing Friends and the planting project that occurred at Helena High and Capital High.

VII. ADJOURNMENT

Committee Chair, Siobhan Hathorn, adjourned the meeting at 12:32 p.m.

Proposed Elementary Safety and Security Bond Spend Down (Work Completed by December 31, 2022)

Broadwater

Access Control:

- 1 Door Controller
- 4 New Fob Doors

Video Surveillance:

- 7 90-degree Cameras
- 2 180-degree Cameras
- 1 Network Switch

Bryant

Access Control:

- 2 New Fob Doors

Video Surveillance:

- 6 90-degree Cameras
- 6 180-degree Cameras
- 1 Network Switch

Central

Access Control:

- 1 New Fob Door

Video Surveillance:

- 5 90-degree Cameras
- 2 180-degree Cameras
- 1 Network Switch

CR Anderson

Access Control:

- 7 New Fob Doors
- 25 Door Buzzers

Video Surveillance:

- 17 90-degree Cameras
- 2 180-degree Cameras
- 1 Network Switch

Four Georgians

Access Control:

- 1 Door Controller
- 2 New Fob Doors
- 11 Door Buzzers

Video Surveillance:

- 6 90-degree Cameras
- 2 180-degree Cameras
- 1 Network Switch

Hawthorne

Access Control:

- 1 Door Controller
- 2 New Fob Doors

Single Point of Entry:

- Exterior Door Replacements (Per Rob)

Video Surveillance:

- 2 90-degree Cameras
- 2 180-degree Cameras
- 1 Network Switch

Helena Middle School

Access Control:

- 3 New Fob Doors
- 28 Door Buzzers

Video Surveillance:

- 5 90-degree Cameras
- 3 180-degree Cameras
- 1 Network Switch

Jefferson

Access Control:

- 1 Door Controller
- 2 New Fob Doors

Video Surveillance:

- 9 90-degree Cameras
- 4 180-degree Cameras
- 1 Network Switch

Jim Darcy

Access Control:

- 2 New Fob Doors

Video Surveillance:

- 8 90-degree Cameras
- 2 180-degree Cameras
- 1 Network Switch

Other Facilities/Site Work:

- Fencing (Per Rob)

Kessler

Video Surveillance:

- 1 90-degree Camera
- 1 Network Switch

Ray Bjork

Video Surveillance:

- 2 180-degree Cameras
- 1 Network Switch

Rossiter

Access Control:

- 1 Door Controller
- 1 New Fob Door
- 22 Door Buzzers

Single Point of Entry:

- Exterior Door Replacements (Per Rob)

Video Surveillance:

- 7 90-degree Cameras
- 6 180-degree Cameras
- 1 Network Switch

Smith

Access Control:

- 4 New Fob Doors

Video Surveillance:

- 3 90-degree Cameras
- 3 180-degree Cameras
- 1 Network Switch

Warren

Access Control:

- 1 Door Controller
- 3 New Fob Doors
- 12 Door Buzzers

Video Surveillance:

- 4 90-degree Cameras
- 4 180-degree Cameras
- 1 Network Switch

Miscellaneous

Video Surveillance:

- 20 Glass Camera Domes
- 10 Spare 90-degree Cameras

Access Control:

- 5 LifeSafetyPower Boards

Notes:

Each school that has only one MX8 controller is to receive an additional controller.

Network switches need to be installed where there is not currently enough switch capacity to support the access controller and/or cameras.