

DUNMORE SCHOOL DISTRICT

**SPECIAL MEETING
JUNE 5, 2023**

A Special Meeting of the Dunmore Board of School Directors was held Wednesday, June 5, 2023, at 6:30 pm in the Administration Board Room. Mr. Kranick presided.

I. ROLL CALL OF DIRECTORS

MR. BUTLER	PRESENT
MR. COLEMAN	PRESENT
MR. HALLINAN	PRESENT
MR. HUNT	PRESENT
MR. KRANICK	PRESENT
MS. LIBASSI	PRESENT
MR. McHALE	PRESENT
MS. MCDONOUGH	PRESENT
MR. MURACCO	PRESENT

ALSO PRESENT: Mr. Marichak, Mrs. Lopatka, Atty. Dempsey

*****PLEDGE OF ALLEGIANCE**

*****PUBLIC DISCUSSION:** None

II. FINANCE

A. Motion by Mr. Muracco seconded by Mr. Hunt to approve a Resolution to award bids for the Construction of a Dunmore Wellness Center. (See attached)

ALL PRESENT WERE IN FAVOR

B. Motion by Mr. Hallinan seconded by Ms. McDonough to approve the attached amended proposal from Hennler & Camayd for Architectural and Engineering Services. The original contract amount was \$217,000 and has increased by \$8,960 for additional costs associated with the bid handling and descope of Multiple Primes (i.e. Plumbing, HVAC and Electrical). The total cost is now \$225,960.

ALL PRESENT WERE IN FAVOR

C. Motion by Mr. Coleman seconded by Mr. McHale to contract with IWDA for third party testing (required per the building code) for an amount not to exceed \$15,000.

ALL PRESENT WERE IN FAVOR

RESOLUTION TO AWARD BIDS FOR CONSTRUCTION OF DUNMORE WELLNESS CENTER

WHEREAS, the Dunmore School Board of Education advertised for bids on or about April 27, 2023 for construction and modification of the Wellness Center.

WHEREAS, in accordance with that advertisement bids were received, publically opened and read in the Board Room of the Dunmore School District on May 19, 2023.

NOW, THEREFORE, BE IT RESOLVED that the following contracts be awarded to the successful bidders subject to the terms and conditions of the contractual agreements and pending bonding and review by the Solicitor and which the Board President is authorized to execute on behalf of the Board as follows:

A. General Contractor:*

Spano Construction Company
1013 Price Street
Scranton, PA
Bid: \$2,553,723.00
Less deduct alternative A-4 \$50,000.00
Contract \$2,503,723.00.

B. HVAC Contractor:*

Scranton Electric Heating and Cooling Services, Inc.
800 Sanderson Street
Throop, PA 18512
Contract: \$369,070.00

C. Plumbing Contractor:*

Scranton Electric Heating and Cooling Services, Inc.
800 Sanderson Street
Throop, PA 18512
Contract: \$288,231.00

D. Electric Contractor:*

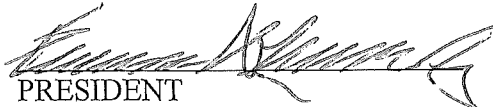
Urban Electrical Contractors, Inc.
801 William Street
Scranton, PA 18510
Contract: \$343,500.00

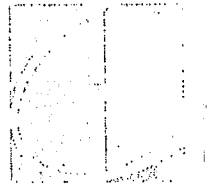
TOTAL BID AWARD: \$3,504,524

* If Permit Fees are waived the Contractors will provide a credit to Dunmore School District.

NOW, THEREFORE, BE IT RESOLVED by the Dunmore School Board of Education approves those bids and the President of the Board is hereby authorized to execute the proposed contract with the selected contractors for the public improvements per the terms and conditions of same. Each contractor is required to file a bond as required by the bid documents. Said contract is subject to all the conditions contained in the proposals, plans and specifications as outlined by the architects.

Passed this 5 day of June, 2023 by the Dunmore Board of Education.

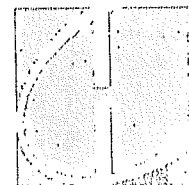

PRESIDENT



**Fieldhouse Renovations and
Auxiliary Gym Addition for the
Dunmore School District
Dunmore, PA**



Proposal for Architectural and Engineering Services



June 1, 2023 - Revised

July 5, 2022

To: Mr. John Marichak, Superintendent of Schools
Dunmore School District
300 W. Warren Street
Dunmore PA 18512

From: Brian D. Doran AIA LEED AP
Principal

Re: Renovation to the Existing Field House and
Auxiliary Gym and Weight Room Addition

John,

On behalf of **hemmler + camayd architects** I would like to express our gratitude for the opportunity to submit our team's proposal for designing the Renovation to the existing Field House with Auxiliary Gym and Weight Room Additions.

Our team consists of the following consulting engineers: Civil and Structural Engineering: Reuther + Bowen, PC and Mechanical, Electrical and Plumbing Engineering: Greenman Pedersen Inc.

Below is our proposed scope and fee for design services:

Scope of Work - Additions and Renovations as follows:

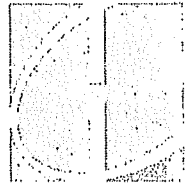
- Renovation to the existing field house
- Reconfigure existing layout including:
 - Locker rooms to support all sports
 - Restrooms facilities
 - Training room
- Addition of a new weigh room, offices and restrooms
- Addition of a new auxiliary gym

Schematic Design / Design Development:

1. Review sessions with the client to determine and validate the program for the program for the project including a list of spaces that are required and an understanding of their use and any required adjacencies.
2. A schematic design phase will be undertaken to determine the best possible utilization of proposed.
3. Survey of the existing building - all floors and facades
4. Code review to determine life safety and accessibility implications to the project.
5. The structural system will be explored to determine best suited column layout relative to use.
6. This work will include existing building survey as needed and schematic drawings for approval as well as a sense of the design for HVAC, plumbing, and electrical systems.

Construction Documents Phase:

1. Upon completion of the schematic design and design development phases and with authorization of the owner, the construction documentation phase will proceed and include the completion of design and detailed drawings and specifications for bidding, building permit and construction.



2. Coordination of the engineering disciplines for the building design.
3. Coordination of the site development with the civil engineer.
4. Construction documents (drawings and specifications)

Bidding Phase:

1. Coordinate bidding phase w/ CM3
2. Assist in responding to Requests for Information - RFI's
3. Release addendums as needed for clarifications or responses to questions during the bidding process or pricing phase
4. Assist in value engineering

Construction Administration:

1. Respond to contractor's questions during construction
2. Review shop drawings for conformance to the construction documents
3. Conduct on-site bi-weekly construction meetings
4. Approve applications for payment
5. Address field conditions promptly
6. Coordinate close out documentation for owner including owner manuals, required trainings

Fee Structure:

- Civil / Survey
- Architectural
- Structural
- Mechanical
- Electrical
- Plumbing

Lump Sum Fee: \$217,000.00

Multiple Prime Additional Fee

Bidding Phase

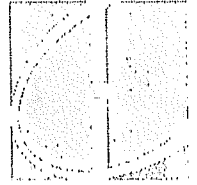
Bidding Coordination	\$640.00
Bidding - Drawings Prep/ Coordination	\$960.00
Multiple Prime Contract Prep	\$960.00

Construction Admin. Phase

20 Additional Site Visits (requested)	\$6,400.00
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TOTAL	\$8,960.00
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TOTAL REVISED FEE:	\$225,960.00
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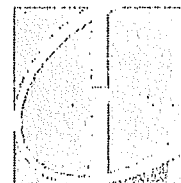
Notes / Exclusions:

1. Fee is based on design from pre-design concluding in May 2022
2. Hazmat investigations
3. Geo-tech (Fee: \$7,550.00 to be confirmed) – direct contract between engineer and owner
4. Testing and Inspections for Construction – (Fee TBD pending required scope), direct contract between engineer and owner
5. Furniture and equipment: design, bidding and coordination for procurement is not included

Please feel free to contact me with any questions or concerns.
Respectfully submitted,

Brian D. Doran AIA LEED AP
Principal

cc: file
Gary Muracco, Dunmore School District

**ACCEPTANCE**

If you find the referenced terms agreeable, please return a signed copy of this Proposal/Agreement to: **hemmler + camayd architects**, 512 Lackawanna Avenue, Scranton, PA 18503. Until such time that a formal AIA (B-141) (B-151) Agreement is executed, your signature below represents your acceptance of this proposal as our contract as well as your formal authorization directing **hemmler + camayd architects** to proceed with the work, incur expenses and submit invoices for payment within thirty (30) days.

Thank you for your interest in the project and in our firm. On behalf of **hemmler + camayd architects**, I can assure you that our Professional Team will provide you with an excellent design and a high level of professional service.

ARCHITECT:

Brian D. Doran AIA LEED AP
Partner

06/02/2023

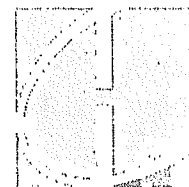
Date

Signature

6/3/23

Date

Printed Name



hc architects' Hourly Personnel Rates as of January 2023 are:

PERSONNEL	HOURLY RATE
Principal	\$ 160.00
Registered Architect	\$ 125.00
Senior Designer/Senior Tech	\$ 110.00
Designer / Tech	\$ 80.00
Graphic Design	\$ 65.00
Clerical Support	\$ 45.00

NOTE: Consultants' Rates will be added.

REIMBURSABLES:

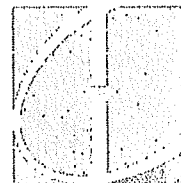
Printing (8-1/2" x 11")	\$ 0.46 / Page (black & white)
	\$ 1.10 / Page (color)
Printing (8-1/2" x 14")	\$ 0.52 / Page (black & white)
	\$ 1.10 / Page (color)
Printing (11" x 17")	\$ 0.58 / Page (black & white)
	\$ 1.90 / Page (color)
Plots (black & white)	
• 9" x 12"	\$ 0.75 / Plot
• 12" x 18"	\$ 1.35 / Plot
• 17" x 22"	\$ 1.75 / Plot
• 18" x 24"	\$ 1.75 / Plot
• 24" x 36"	\$ 2.70 / Plot
• 30" x 42"	\$ 3.93 / Plot
Plots (color)	
• 9" x 12"	\$ 2.50 / Plot
• 12" x 18"	\$ 4.12 / Plot
• 17" x 22"	\$ 8.25 / Plot
• 18" x 24"	\$ 8.25 / Plot
• 24" x 36"	\$ 16.50 / Plot
• 30" x 42"	\$ 24.06 / Plot

OTHER DIRECT COSTS:

Federal Express/ UPS Overnight Letters	@ Current Rates
Travel	\$ 0.65.5 / Mile (Sixty-five and a half cents per mile)
Fax	Direct Cost
Photographs	Direct Cost
Hotel / Meals	Direct Cost

NOTE: All Reimbursable Expenses will be charged at cost + 10% handling and administration

INVOICES: Invoices will be submitted monthly as the work progresses.



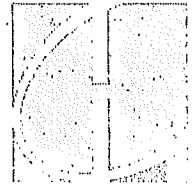
GENERAL CONDITIONS

1. **Acceptance or Rejection of Proposal:** This proposal shall be valid for a period of thirty (30) days from the date thereon. Acceptance thereafter shall be conditioned on H+C's reaffirmation of the proposal. If, upon submission of this Proposal to Client, Client fails to return a signed copy to H+C and Client knowingly allows H+C to proceed with the work, such services shall be deemed performed pursuant to the Proposal and these General Conditions, which shall be binding the same as if the Proposal were fully executed.
2. **Formal AIA Owner - Architect Agreement/Contract:** Unless otherwise stipulated in the Proposal, upon acceptance of this Proposal by Client, Client agrees to enter into a formal AIA B104-2007 "Standard Form of Agreement between Owner and Architect for a Project of Limited Scope" that will address all terms and conditions between the parties.
3. **Basic Services:** It is understood that this proposal covers only basic architectural, engineering, and construction observation services to be performed by H+C's personnel and consultants, as detailed in the previously outlined Scope of Work portion of this Proposal. For other services, the Client shall contract with other firms / individuals separately.
4. **Permits, Approvals and Fees:** Except for permits and fees that are the responsibility of the Contractor under the Contract Documents, including the building permit as noted below, the Client shall secure and pay for necessary approvals, easements, assessments and charges required for construction, use or occupancy of permanent structures or for permanent changes in existing facilities. The Architect will provide drawings and specifications required to seek such approvals, and assist Client in securing approval as per Agreement. The securing of zoning approvals shall be the responsibility of the Owner.

Unless otherwise provided in the Contract Documents, the Contractor shall secure and pay for the building permit as well as for other permits, fees, licenses, and inspections by governmental agencies necessary for proper execution and completion of the Work that are customarily secured after execution of the Contract and legally required at the time bids are received or negotiations concluded.

The Contractor shall comply with and give notices required by applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities applicable to performance of the Work.

If the Contractor performs Work knowing it to be contrary to applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of public authorities, the Contractor shall assume appropriate responsibility for such Work and shall bear the costs attributable to correction.
5. **Unauthorized use of Architect's Drawings and Specifications:** The use of drawings and specifications for construction that do not contain the seal of the Architect is strictly prohibited. Any such use shall be deemed as unauthorized use and the Client agrees, to the fullest extent permitted by law, to indemnify and hold the Architect harmless from any and all damage, liability or cost, including reasonable attorneys' fees and cost of defense, arising from such unauthorized use.
6. **Right of Entry:** Client agrees to provide rights of entry and access to the project site as necessary for the completion of H+C's services.



- 7. Hazardous Materials:** Unless otherwise stipulated in the Proposal, H+C shall have no responsibility for the discovery, presence, handling, removal, or disposal of hazardous materials or underground structures at the Project site.
- 8. Payments:** Invoices submitted by H+C to Client are due and payable in full upon receipt without retainage and payment shall not be contingent upon receipt of funds from third parties. If an invoice remains unpaid for more than thirty (30) days from the date of the invoice, a service charge of one and one-half percent (1-1/2%) per month, eighteen percent (18%) per annum, shall be assessed on all unpaid amounts dating from the date of this invoice.
- 9. Extra Work: Fees and Reimbursable Costs:** For extra work or services beyond those described in this proposal, the Architect shall be reimbursed at the hourly rates listed in the Fees and Costs portion of this Proposal. Reimbursable costs shall adhere to the schedule of reimbursables as outlined in the Fees portion of this proposal and also include photographic material (if required) and other reproduction costs.
- 10. Option to Cancel:** It is understood that either party has the option to cancel this agreement at the conclusion of any phase. The Client shall then only reimburse the Architect for work performed up to the date of cancellation.
- 11. Exclusivity:** The Architect's Services consist of those services performed by the Architect, the Architect's employees, and the Architect's consultants. The Architect shall assume no responsibility for work performed for the Client by other firms or individuals not in the employ of the Architect.
- 12. Consistency of Terms:** The Architect's Designated Services covered under the Terms of this Agreement are based upon information supplied by the Client. The Architect's fees are based upon an understanding that the scope of work and terms shall remain consistent with the information contained within this proposal. Selection of the Architect to perform the work shall signify the Client's acceptance of the terms set forth herein. Any Client initiated changes to the herein described scope of work and conditions of the Architect's performance of services shall, of necessity, result in renegotiations of the Terms of this proposal and contract between Owner and Architect and the issuance of a written amendment which shall become part of the contract.
- 13. Services Not Included:** In addition to the limitations described under Item 3 Basic Services, the following services are not included as Architect's Basic Services under the terms of this Proposal:

 - Providing any other service not otherwise included in this Agreement.

III. PRESIDENT'S REPORT

Mr. Kranick – thanked Board, Administration for the hard work to begin this construction. Mr. Hallinan also thanked Mr. Marichak , Mr. Muracco and Mrs. Loptaka on keeping the Board informed throughout the process.

IV. SUPERINTENDENT'S REPORT


Mr. Marichak thanked the Board.

V. ADJOURNMENT

Motion by Mr. Coleman seconded by Mr. Butler to adjourn to meet in Special Session or at the Call of the CHAIR.

ALL PRESENT WERE IN FAVOR

Respectfully submitted,



Jessica Libassi
Board Secretary