

May 1, 2018

MCMINN COUNTY BOARD OF EDUCATION

Executive Committee Mtg.

May 1, 2018

The Executive Meeting of the McMinn County Board of Education met in a called session on Tuesday, May 1, 2018 at 8:00 a.m. at the McMinn County Center for Educational Excellence.

Chairman Brown called the meeting to order. Those present were Chairman Brown, Director Blevins, Jason Luallen, Finance Director; Roger Freeman, Safety and Diversity Supervisor; and Jill Pierce, CTO.

AGENDA

Call to Order

Discussion/Approval of McMinn High School HVAC Bids

The lowest bid was submitted by Interstate Mechanical out of Knoxville, TN. Bid amount for the replacement of seven (7) units was \$429,894. The low bid for the alternate bid of the ten (10) remaining units was also submitted by Interstate Mechanical in the amount of \$514,949.

Chairman Brown called the Executive mtg. to order.

Chairman Brown stated the only item on the agenda was to discuss the bids for HVAC units at MCHS.

Director Blevins said the bids were opened Thursday, April 26, 2018 for the replacement of the HVAC units at McMinn County High School. Mr. Blevins said the lowest bid was submitted by Interstate Mechanical with Webb Heating and Electrical submitting the second lowest bid. Mr. Blevins said his concerns were that we lost 3-4 weeks in the process and with time being of essence, the executive meeting was called. Mr. Blevins said there would still be a time lapse of 6-7 weeks before units are delivered on-site but was confident we can get all 17 units delivered by the second week of July and can begin the installation process.

Mr. Blevins said he had solicited the engineering services from Erick Holcombe in the absence of Russell Thress to assist with the bidding process for this project and said Mr. Holcomb felt confident that they could accommodate the request with all 17 units being ordered in this time frame. Mr. Blevins said seven (7) units are completely out of commission as we attempted to "band aid" them last summer.

Mr. Blevins stated he and Finance Director, Jason Luallen, began the discussion of this project last year and the costs associated. Mr. Blevins said it was discussed to take \$500,000 out of 2017/18 monies and then obligate the remaining amount out of the 2018/19 monies.

Mr. Luallen said that he and Mr. Blevins had spoken on several occasions and was his suggestion to do two separate requisitions and purchase orders in order to encumbrance the amounts to be taken out of two separate fiscal years. Mr. Luallen said this would probably require budget amendments to cover the encumbrances.

Chairman Brown said she had concerns with issues that could arise during the construction timeframe. She asked if we know these are going to be installed and ready when school starts back in August. Mr.

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Blevins said that per board member, Mike Lowry, once the units are lifted in place, they could be installed and running within a week.

Mr. Blevins said we may have to work on a plan when teachers report for in-service and for staff development if all units aren't working at that time. Chairman Brown asked if Mr. Blevins has had a conversation with them and relayed our concerns with the timing of the school year. Mr. Blevins said he had solicited the engineering services of Eric Holcombe, and that he was going to step up and be the site engineer for this project to assist our concerns and with the time frame. He further stated we would have a fall back plan if needed as the project completion was contingent upon us having good weather.

Mr. Blevins said a crane would be necessary to lift the units to the roof top which could present another issue with school access. He said we also host several large events such as the Chamber of Commerce dinner and the Friends of the Library event, and we would need to notify these agencies as a courtesy of possible inconveniences due to the project.

Jill Pierce said hopefully, they will have the sites laid out and ready for units when they arrive. She said according to Eric Holcombe, they do have preliminary work to do.

Chairman Brown asked for further discussion. Mr. Blevins recommended the low bid submitted from Interstate Mechanical for replacement of all seventeen (17) units. Chairman Brown said all board members that responded to the bid correspondence sent out last week were all in agreement to proceed with the project.

Chairman Brown concurred with Mr. Blevins' recommendation for the bid award for the HVAC project. Bid was approved as submitted by Interstate Mechanical.

Chairman Brown adjourned the meeting.

Chairman's Signature

Director of School's Signature