

**ST. FRANCIS DE SALES BUILDINGS & GROUNDS COMMITTEE
MINUTES – JUNE 7, 2018, MEETING @ 6:30 P.M.**

PRESENT: *Building & Grounds Committee / Present: Phil Hall, Mike Johnson, Bob McDonald & Ken Etten. Absent: Barry Lamb, Mike Serdar & Julie Dantuma*

1. *At our May meeting, members of the St. Francis de Sales School Home & School spoke to us regarding the Proposed New School Entry project. The School staff has expressed concerns about creating a more secure entrance off Curtis Street for visitors coming to the School. The Home & School Association has contacted several contractors in the area and they presented a conceptual plan they developed along with preliminary cost estimates from Engerman Contracting and Glen Fern Construction. There was discussion regarding plans that were prepared by Ken Etten in 1993 for a New Two Story Addition at the northeast corner of the School and whether the addition proposed by the Home & School could be designed to allow for a Future Second Floor. The Buildings & Grounds Committee recommended that there be further discussion into the various options, code issues, the potential costs involved, how best to address those costs, and determining a time schedule for proceeding with the work.*
2. *Copies of the current Buildings & Grounds Budget Profit & Loss Budget vs. Actual were not available for our meeting. At last month's meeting, it was also suggested that we go back to having a formal Requisition Form that would need to be submitted to the Parish Office for any proposed building-related projects.*
3. *Mike Johnson reported that the railings and the stairs leading from the lower Parking Lot to the upper Parking Lot just south of the School were in poor condition. The Buildings & Grounds Committee will contact Greg Odden of Glen Fern Construction and Chris Weber of Weber Concrete to get cost estimates on repairing and/or replacing the railings and stairs.*
4. *The Parish Council, Finance Committee and Buildings & Grounds Committee need to determine the projected space needs of the Parish and the long-term potential of Rectory building to fulfill those needs. Bob McDonald prepared an estimate of the costs to make basic repairs to the Rectory, including the Porch, and was coming up with a minimum of \$55,000 to \$60,000. At the very least, replacing the existing roof and repairing and/or removing the Porch need to be done within the next two years. Father Mark recently appointed a SFDS Rectory Committee to study options and to come to a consensus as to what the next step might be. Ken Etten will meet on Monday, June 11, with structural engineer Paul Meier to review the structural condition of the Rectory and make recommendations. There will also be a Work Day on Saturday, June 23, for volunteers to start with basic clean-up and painting at the Rectory. CONTACT KATHIE MURRAY FOR DETAILS.*

5. ***Several items still need to be addressed on the repairs and reconstruction of the Second Floor Walkway on the south side of the 6th, 7th and 8th Grade portion of the School (the former Convent). The general contractor, Glen Fern Construction, has completed the majority of the work. As weather permits, they now need to paint the walkway and patch the brick. Two other concerns that still need to be addressed are reinstalling the satellite sensor that controls some of the clocks in the School and repairing or replacing the security camera that was damaged during construction. We are awaiting a response from Glen Fern regarding these two items.***
6. ***Phil Hall reported that he had received two bids for the regrading and reconstruction of the Parking Lot. We were trying to get a third bid but have not had much luck. The project should take approximately 40 working days or 5 to 6 weeks and will be done in two phases to insure access to the Church and School. Total estimated cost of the rebuilding of the parking lot is between \$250,000 and \$275,000 and would hopefully be done this summer. Given the limited time available to do the work and the continuing deteriorating condition of the Parking Lot, the Buildings & Grounds Committee recommends the awarding of a contract to proceed with work as soon as possible.***
7. ***Due to the poor condition of the Parish snowplow blade, the Buildings & Grounds Committee recommended buying a new larger snowplow blade. Phil Hall received three bids from three local dealers and the Buildings & Grounds Committee recommended going with a new MVP3 Western Plow from parishioner Jim Peck. This was approved at Finance Committee to be included in the 2018-2019 Capital Improvements Budget.***
8. ***Phil Hall recently reported that the metal door on the south side of the Sacristy is badly rusted. Mike Johnson will replace it with a new 42" steel insulated core door and frame from Dunn Lumber at a cost of \$461.35. SEE ATTACHED QUOTE.***
9. ***Mike Johnson also noted that the existing wet / dry vacuum that he uses for cleaning floors is in poor condition and needs to be replaced. Mike got quotes on several different models and said he felt that the Advance VL500 with a 19 gallon capacity would be the best choice. The cost is \$1,059.00. The Buildings & Grounds Committee recommended approving the purchase of the new Advance VL500 Wet / Dry Vac. SEE ATTACHED INFORMATION SHEET.***
10. ***Phil Hall reported that he went to the Finance Committee with three bids to replace the gym ceiling in the School. Phil said the bids were to remove the existing ceiling and to install a new white 2' X 2' "Tectum" acoustical ceiling tile system. The three bids were from Precision Ceiling Systems for \$12,150, LTJ Construction for \$13,780, and Badger Ceiling for \$24,955. An alternate bid to install hold down clips to prevent the tiles from being knocked loose would raise Precision's bid to \$14,150. Given that the work would need to be done while School is out, the Buildings & Grounds Committee recommended going with Precision Ceiling Systems based upon their past work with the Parish.***

11. *We are collecting cost estimates for the list of potential building needs for the next 3 years requested by the Finance Committee. We will need to get estimates for these projects to be included in the Parish budget. Our list included the following projects:*
- *Mike Johnson said that the back (south) wall of the Existing Storage Garage appears to be bowing. While this isn't an immediate concern, Phil Hall checked with Chris Weber who said the bowing was the result of water pressure behind the wall. He recommended that the wall be replaced within the next two years.*
 - *Mike also noted that the exterior front steps at the north Church entrance are deteriorating. Phil said he contacted Chris Weber who said he would make the necessary repairs this spring as weather permits.*
 - *The Altar Society is coordinating a group of volunteers to assist cleaning the Church on Wednesday evenings to help save money on the cleaning budget. The Finance Committee is working on reviewing and adjusting the Maintenance Budget for the Church and School.*
 - *Replace the carpet in the First Floor Hall in the former Convent. We will get an estimate for new carpeting with installation scheduled for this summer.*
 - *Replace classroom ceilings and light fixtures as needed in the School. The latest estimate from Precision Ceiling Systems is \$2,100 per Classroom to install a new 2' X 4' "Armstrong" acoustical tile system. This cost does not include new lighting. Phil and Mike are getting additional "per classroom" cost estimates.*
 - *Replace the classroom windows in the middle school classrooms (The former Convent). We need to get estimates from several window suppliers.*
 - *Purchase a new 3/4 ton truck and snowplow. Estimates for the cost of a new truck and plow could run around +/- \$45,000. We are currently checking with local dealers on estimates for both a new truck and plow as well as a used one.*
 - *Remodel Existing School bathrooms. The Existing Bathrooms at the Main Floor of the School need to be gutted and new flooring, partitions and finishes installed. We need to get cost estimates on this work.*
 - *Remodel existing Parish Hall bathrooms on both Main Floor and Lower Level. These Bathrooms need new flooring, partitions, vanities and wall finish repairs. We need to get estimates for this work.*
 - *Install new acoustical tile ceiling in Parish Hall. We will get two estimates, one for new 2' X 4' tiles and one for new 2' X 4' tiles in a 2' X 2' pattern. Both options would be with a tegular edge detail. We need to get estimates for the new tile.*
 - *Install new flooring in Parish Hall. We need to get estimates for installing new 12" X 12" vinyl composition tile.*

- *Get estimates for a new tractor with a snow blade and possibly a snow blower. Mike Johnson is working on obtaining additional cost estimates from local dealers*

12. *The Building & Grounds Committee Meeting adjourned at 7:30 P.M.*

PLEASE NOTE: THE NEXT REGULAR BUILDINGS & GROUNDS COMMITTEE MEETING WILL BE ON THURSDAY, JULY 5, 2018, @ 6:30 P.M. IN THE PARISH HALL.

Submitted by Ken Etten (T) (262) 248-8391 ext. 12 / E-mail: ken@mccormacketten.com

Dunn Lumber

Address: 826 North St.
Lake Geneva, WI 53147

Phone: 262-248-4459

Website: www.dunnlbr.com



Quote

Page 1 of 1

Quote Number: 356

Date: 6/4/2018

Sales Person: Brian Frisby

Customer Information

Name: st francis
Address:

Phone 1:
Phone 2:
Fax:
Contact:

Job Name:

Specifications

Frame = 43 3/8" x 80 3/4"; R.O. = 44 3/8" x 81 1/4"

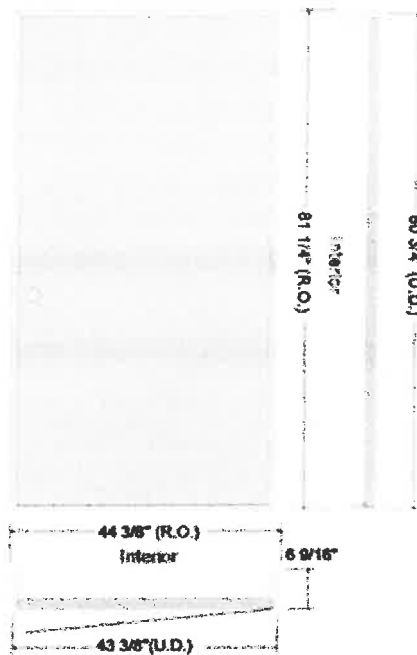


Image is viewed from Exterior!

Lead Time: 5 Working Days (Call to verify)

Item Description	Qty	Price	Extended
3' 6" x 6' 8" W1 Primed Steel - Wood Edge Door - Right Hinge Outswing	1	391.13	\$391.13
2 3/4" Backset - Single Bore w/Face Plate Latch Prep	1	0.00	\$0.00
Set of Stainless Steel Hinges	1	13.51	\$13.51
Primed Frame Saver Frame - 6 9/16" Jamb w/No Exterior Trim	1	32.66	\$32.66
Compression Weatherstrip	1	0.00	\$0.00
Bumper - Mill Finish Sill	1	0.00	\$0.00
Item Total			\$437.30

Order Sub Total: \$437.30

Tax: \$24.05

Order Total: \$461.35

Distributed by:



Version #: 7.41-O
Version Date: 4/9/2018

Reliable, cost-efficient cleaning!

Versatile performance and superior filtration deliver a cost-efficient cleaning solution.

The new line of Advance VL500™ wet/dry vacuums is designed to accommodate virtually any cleaning requirement. Available in three models—9, 14 and 19 gallon tank configurations—the VL500 wet/dry vacuum applications range from small office environments to large education and healthcare facilities. Designed with a superior filtration system, easy-to-use features and multiple accessories, operators are guaranteed to find a wet/dry vacuum to fit their cleaning program.

Flexible operation

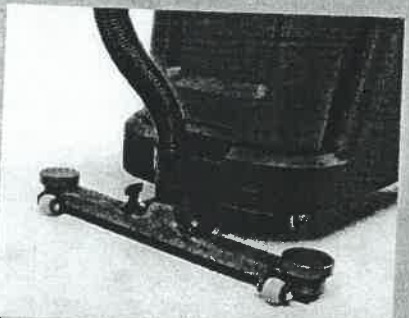
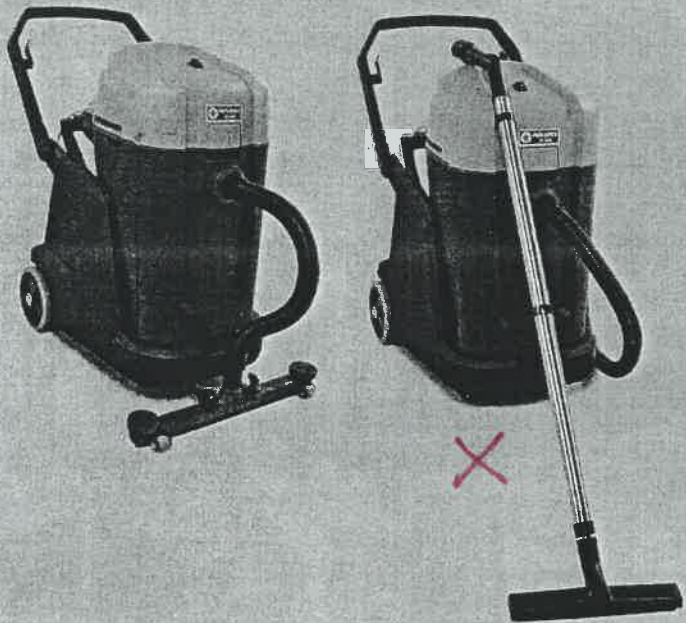
With three unique models to select from, the VL500 series delivers unprecedented cleaning flexibility. Equipped with a front-mount squeegee and 19 gallon tank, the VL500-75 is ideal for picking up wet matter when stripping with floor stripper and a floor machine. Plus, an exclusive ERGO "tip n pour" design makes wet pick-up and emptying easy. For emergency spills and floods, the VL500-55 delivers the power and functionality when you need it. Featuring a hose, wand, squeegee floor tool, brush floor tool and optional front-mount squeegee, you can quickly clean up any unwanted messes. When dirt or dust is the primary issue, the VL500-35 offers quality filtration and dust capture, in addition to crevice and dusting tools. Operators can also employ the VL500-35 for wet applications.

Superior filtration

Featuring a unique filter system, the VL500 series offers one solution for both wet and dry filtration. Designed with three durable components, the filter completely seals the entry to the motor, protecting the motor from dust, debris, water or other liquids. Once the job is complete, the filter can be easily lifted out of the vacuum for a simple rinse, then replaced and ready for the next job in a matter of minutes.

Easy operation

The VL500 wet/dry vacuums offer simple and reliable operation. The 14 and 19 gallon configurations feature a balanced wide stance for superior maneuverability, while the lightweight design of the 9 gallon model ensures easy transportation. For enhanced performance, the VL500 series offers a variety of standard and optional accessories, ranging from hoses and wands to squeegees and dusting tools.



Front-mount squeegee is easy to install, and enables easy cleaning in both forward and backward directions. With a break-away design, the squeegee can be quickly engaged via the foot pedal.

Standard on VL500-75; optional on VL500-55; not available on VL500-35.

The VL500-75 and patent pending ERGO "tip n pour" design allows operators to easily empty the tank with 80% reduced effort. Standard "tip n pour" is available on the VL500-55 model.

Unique filter system protects the motor from water, while ensuring complete wet and dry filtration. It is designed with the following components:

- Dry cartridge filter keeps water away from the motor and is waterproof and washable for increased durability
- Red panel holds floater and prevents water overflow.
- Blue panel mesh wet filter dissipates foam

\$ 1059.00