



SPECIAL BOARD OF EDUCATION MEETING

Monday, November 20, 2023 8:30 AM

MEETING ONLINE-ZOOM Please use the link below to join the webinar:

<https://glastonburyus->

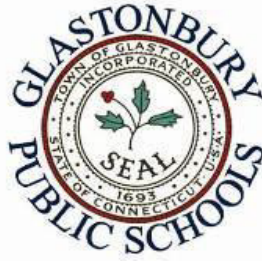
[org.zoom.us/j/86906828095?pwd=SWt6dTFOeE14SjBxTU5UWkRvSzVDUT09](https://glastonburyus-org.zoom.us/j/86906828095?pwd=SWt6dTFOeE14SjBxTU5UWkRvSzVDUT09)

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Webinar ID: 869 0682 8095

1. Call to Order
2. Approval of Submission of the HVAC & Indoor Air Quality Grants for Public Schools
3. Adjournment
 - A. Please note: It is possible that the Board of Education may go into Executive Session



EDUCATIONAL SPECIFICATIONS
Public Act 22-118
HVAC & Indoor Air Quality Grants for Public
Schools
Second Round - Fiscal Year 2024

GRANT APPLICATIONS

(CT-DAS Grant application process requires one school project per grant application)

- 1. High School: Gymnasium Replacement RTU**
 - 2. Buttonball School: Cafeteria HVAC**
 - 3. Hebron Ave School: Cafeteria HVAC**
 - 4. Hopewell School: Cafeteria HVAC**
 - 5. Naubuc School: Gymnasium Replacement RTU**
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Grant Submission to:
State Department of Administrative Services
Office of School Construction Grants & Review
(OSCGR)

Board of Education Approval:

Date: November 20, 2023

EDUCATIONAL SPECIFICATIONS

Replacement of HVAC Systems

Glastonbury High School, Buttonball Elementary School, Hebron
Ave Elementary School and Hopewell Elementary School
Glastonbury, CT 06033

1. **PREFACE AND PROJECT RATIONALE:**

The Glastonbury Public Schools have the highest priority for health and safety to its students, staff and the public. The district master plan for capital improvement projects is evaluated and updated annually with a focus on healthy, well-maintained and physical improvements to our schools.

The projects the District is submitting for consideration under this Grant are located at four separate buildings. Each school project will be entered by separate grant applications. Below is a general description of the proposed projects.

- A. **Glastonbury High School Gymnasium.** The heating and ventilation system (circa 2003) consist of six rooftop “direct fire, natural gas” forced air system. This has created poor ventilation periodically. There is also no dehumidification in the units and regardless of outside temperatures, relative humidity (RH), in the space does not meet the recommendation of industry standards of 30-65 percent humidity. The gymnasium space is utilized all day for Health and PE, assemblies, sporting events and afterschool activities. The new systems would be roof top packaged units with heat exchangers and dehumidification. New insulated ductwork would be installed to the underside of the deck. Existing in wall supply ductwork would be re-utilized to exhaust the space saving construction cost. Energy controls would be included. The replacement of these units will provide the highest level of air filtration, improved ventilation, control of relative humidity, while providing the greatest energy efficiency. This facility is also a designated Town Shelter. The estimated cost for this project is \$630,000. Design status is pending grant approval.

- B. **Buttonball School - Cafeteria.** The system in the cafeteria (circa 2008) consists of a natural gas forced air system for heating and ventilation only. There is no dehumidification in the units. The unit does not address the relative humidity (RH) as recommended by industry standards to maintain a 30-65 percent humidity range. The space is utilized all day; for morning breakfast, assemblies, band, lunches and afterschool activities. The new system would be a roof top packaged unit with heat exchangers and dehumidification. New insulated ductwork would be installed to the underside of the deck. Existing fresh air supply ductwork would be re-utilized to exhaust the space, saving construction cost. Energy controls would be included. The designed replacement work will provide the highest level of air filtration, improved ventilation, control of relative humidity, while providing the greatest energy efficiency. The estimated cost for this project is \$120,000. Design status is pending grant approval.

- C. **Hebron Ave School - Cafeteria**. The system in the cafeteria (circa 2008) consists of a natural gas forced air system for heating and ventilation only. There is no dehumidification in the units. The unit does not address the relative humidity (RH) as recommended by industry standards to maintain a 30-65 percent humidity range. The space is utilized all day; for morning breakfast, assemblies, band, lunches and afterschool activities. The new system would be a roof top packaged unit with heat exchangers and dehumidification. New insulated ductwork would be installed to the underside of the deck. Existing fresh air supply ductwork would be re-utilized to exhaust the space, saving construction cost. Energy controls would be included. The designed replacement work will provide the highest level of air filtration, improved ventilation, control of relative humidity, while providing the greatest energy efficiency. The estimated cost for this project is \$120,000. Design status is pending grant approval.
- D. **Hopewell School - Cafeteria**. The system in the cafeteria (circa 2008) consists of a natural gas forced air system for heating and ventilation only. There is no dehumidification in the units. The unit does not address the relative humidity (RH) as recommended by industry standards to maintain a 30-65 percent humidity range. The space is utilized all day; for morning breakfast, assemblies, band, lunches and afterschool activities. The new system would be a roof top packaged unit with heat exchangers and dehumidification. New insulated ductwork would be installed to the underside of the deck. Existing fresh air supply ductwork would be re-utilized to exhaust the space, saving construction cost. Energy controls would be included. The designed replacement work will provide the highest level of air filtration, improved ventilation, control of relative humidity, while providing the greatest energy efficiency. The estimated cost for this project is \$120,000. Design status is pending grant approval.
- E. **Naubuc School – Gymnasium**. The roof top ventilation unit in the gymnasium is original to 1969. The unit does not address the relative humidity (RH) as recommended by industry standards to maintain a 30-65 percent humidity range. The space is utilized all day; for morning breakfast, assemblies, band, lunches and afterschool activities. The new system would be a roof top packaged unit with heat exchangers and dehumidification. New insulated ductwork would be installed to the underside of the deck. Energy controls would be included. The designed replacement work will provide the highest level of air filtration, improved ventilation, control of relative humidity, while providing the greatest energy efficiency. The estimated cost for this project is \$200,000. Design status is pending grant approval.

2. LONG-RANGE PLAN

The district plans to continue to utilize the schools listed in their current capacity for the foreseeable 20 years and beyond. The long-range plans for each school incorporate provisions for a safe and appropriate learning environment and to ensure the safety and health for students, staff and the public in its operational policies, hence the need for this renovation project.

3. THE PROGRAM

Current spaces: Our schools include the following instructional and support spaces for students, staff and the public:

Classrooms, library/media center, computer labs, music room, art room, cafeteria, gymnasium, school offices, nurse's office, kitchen space, conference room, outdoor fields, custodial services, storage and mechanical spaces.

4. BUILDING SYSTEMS to be Impacted

Security:	Not applicable.
Fire Alarms:	Connect to mechanicals.
Fire Sprinklers:	Not applicable.
Public Address:	Not applicable.
Phone System:	Not applicable.
Clocks:	Not applicable.
Technology:	Not applicable.

5. INTERIOR BUILDING ENVIRONMENT

Acoustics:	Not applicable.
Ceilings:	Not applicable.
Lighting:	Not applicable.
HVAC:	Part of design plan
Plumbing:	Not applicable.
Fire Sprinklers:	Not applicable.
Electrical & Controls:	Part of design plan
Boilers:	Not applicable.
FFE:	Not applicable.
Windows/Doors:	Not applicable.

6. SITE DEVELOPMENT

Site Acquisition:	Not applicable.
Parking:	Not applicable.
Drives:	Not applicable.
Walkways:	Not applicable.
Outdoor Athletic Facilities:	Not applicable.
Landscaping:	Not applicable.
Site Improvements:	Not applicable.

7. CONSTRUCTION BONUS REQUESTS

This Grant application does not apply to any of the following construction bonus.

School Readiness:	C.G.S. 10-285a(e)--Not applicable.
Lighthouse Schools:	C.G.S. 10-285a(f)--Not applicable.
CHOICE:	C.G.S. 10-285a(g), as amended--Not applicable.
Full-day Kindergarten:	C.G.S. 10-285a(h)--Not applicable.
Reduced Class Size:	C.G.S. 10-285a(h)--Not applicable.
Regional Vo-Ag Center:	C.G.S. 10-65--Not applicable.
Inter-district Magnet School:	C.G.S. 10-264h--Not applicable.
Inter-district Cooperative School:	C.G.S. 10-158a--Not applicable.
Regional Special Education Center:	C.G.S. 10-76e--Not applicable.

8. COMMUNITY USES

All Glastonbury schools were originally constructed to facilitate activities during the school hours, before and after school hours, and throughout the calendar year. This operation will continue.

- a. Building Rental activities
- b. PTO and other Community Meetings
- c. YMCA Programs
- d. Community Use will be able use most areas for activities when not used by the students.

**GLASTONBURY BOARD OF EDUCATION
EXECUTIVE SUMMARY REPORT FORM**

Title of Report: To Approve the Educational Specifications
HVAC & Indoor Air Quality State Grant Program – Phase 2

Board Meeting Date: November 20, 2023

Action: X Report: X Information: Discussion:

We have received notice from the State regarding Phase 2 Grant Application under the CGA Public Act 22-118, HVAC & Indoor Air Quality Improvements to Public Schools. Grants, must be submitted via same process under the provisions of Chapter 173 of the C.G.S and will be managed by the State Department of Administrative Services, Office of School Construction (DAS/OSC). This grant, if awarded, will reimburse the cost of the project at the Town's current reimbursement rate which is approximately 33%. The steps to be taken per the grant process is as follows:

1. Board of Education Action:

The Board of Education must approve the "Education Specifications" which serves as the "Needs Assessment" for the project. The document is attached for reading and follows the format established by the DAS/OSC. Prior to the Board's on-line submission of the grant application, the Town Council must take the authorizations below. *The grant application deadline is December 2023.*

2. Town Council Action:

The following steps and authorizations are required by the Town Council in accordance to the grant requirements. The wording below is required in the Town Council motions.

- a. To authorize the funding for the following project(s) in the amount of \$1,190,000 as follows:
 - GHS Gymnasium Roof Top Units in the amount of \$630,000
 - Replacement of Air Handlers in the Cafeteria at Buttonball, Hebron Ave and Hopewell Schools. \$360,000.
 - Naubuc School Gymnasium Roof Top Unit \$200,000
- b. To authorize the Board of Education to submit a grant application for each school project;
- c. To authorize the Town/BOE to proceed with design and construction documents;
- d. To refer the project to the Town's standing Building Committee to approve the final design plans.

Once the authorizations above are taken by the Board and the Town Council, we will submit the certified meeting minutes from the Board Clerk and the Town Clerk Offices and other documents with the on-line grant applications.

The recommended motion for the Board's consideration: *"To approve the Educational Specifications for the HVAC-IAQ project as outlined in the Educational Specifications and refer the project to the Town Council for the required authorizations (listed above) in order to meet with the initial grant application process".*

Submitted By: Al Costa

Reviewed By: Alan Bookman