



BICS Board of Directors Special Meeting  
December 18, 2020, 7:00am

MINUTES

CALL TO ORDER

The meeting was called to order at 7:01 am by President, Gary Boyer.

ATTENDANCE

The following members were in attendance: In person: Gary Boyer, Reneé Bernhard and Becky Schell (Teacher Representative); Virtually: Theresa Murphy, Patricia O’Sullivan, Steve Richardson, and Jackie Flynn.

Staff members present – Sofia Crittenden (Virtual) and Lee Shafran (In-person)

ADOPTION OF THE AGENDA

A motion was made to adopt the agenda (Richardson/O’Sullivan). Motion carried.

APPROVAL OF MINUTES

A motion was made to approve the minutes of the October 26, 2020 meeting (Murphy/Richardson). Motion carried.

ACTION AGENDA

Selection of contractor to repair AC unit. – Mrs. Bernhard stated that three quotes were received from the following vendors: EMCOR, Tilford Air, and Bair Air.

The problem with the AC unit is there is one burned out leak in the coil, which cannot be repaired without a crane and without removing freon. Repairing this would take care of one side of the unit, but there are two compressors in this unit. In addition, the unit is leaking onto the gym floor. Repairing the leak in the coil would not fix the leak into the gym. Therefore, Mrs. Bernhard recommended replacing the entire unit, which would take care of the leak.

*Gary P. Boyer*

Mrs. Bernhard further recommended selecting EMCOR to replace the unit. The reason for the recommendation is that their price is the lowest bid and they currently have the maintenance contract for all of the AC units. Mr. Boyer expressed concern that the school, in past years, was unsatisfied with the level and quality of maintenance provided by EMCOR. Mrs. Bernhard stated that the school was currently very satisfied with the tech assigned to us. Again, Mr. Boyer was worried that if that specific tech left EMCOR that we could be left in a bad position. Mrs. O'Sullivan stated that the sales/installation division of the company is different from the maintenance division. We have never been displeased with anyone in the sales/installation division.

However, the board had additional questions to be asked of each of the vendors. Mrs. Bernhard was directed to contact each vendor to obtain the information requested. The questions to be asked of each vendor were:

- Are the following included: curb adapter, controls, remote temperature sensors, thermostats, fresh air, and straps?
- Will the footprint be the same?
- When diagnostics are performed, will the diagnostic just be logged or will the unit be up and running?
- Will everything be included (permit, etc.) to have the new unit running and up to code?
- What exclusions are in the contract? If there are exclusions, what is the price range, should they be necessary?
- If not already named in the quote, what kind of unit will be installed?

The board will reconvene once these questions are answered.

There being no further business, meeting adjourned at 7:30am.

Respectfully submitted,

Reneé A. Bernhard  
Principal

A handwritten signature in cursive script, appearing to read "Renee A. Bernhard", is located at the bottom right of the page.