

**Board of Education**  
**September 11, 2023 4:30 PM**  
Central Services Board Room

The Building and Grounds Committee met on Monday, September 11, 2023, in the Central Services Board Room where Mr. Robert Safdie called the meeting to order at the approximate hour of 4:30 p.m. He welcomed everyone to the meeting and appreciated everyone for attending.

**BOARD MEMBERS:**

Teresa Boston:	Absent
Mr. Nick Davis:	Present
Ms. Anita Hale:	Present
Mrs. Rebecca Hamby:	Absent
Mr. Chris King:	Absent
Ms. Sheri Nichols:	Absent
Robert Safdie:	Present
Ms. Shannon Stout:	Present
Ms. Elizabeth Stull:	Absent

1. Call to Order - Mr. Robert Safdie
2. Moment of Silence and Pledge - Mr. Robert Safdie
3. Approval of Committee Minutes - Mr. Robert Safdie Stout moved to approve the minutes from the last meeting. Davis with the second.

Motion to approve minutes from last meeting.

**VOICE VOTE:** (mover-yes) Stout

(seconder-yes) Davis

Yes: 4, No: 0

**MOTION: Motion Carried**

4. Retroactive SCES Sign Approval Safdie presented this item. He said he wasn't sure how they missed the deadline date, but probably due to some sickness within the Board and some holidays. He asked the committee to retroactively approve this sign. He told everyone that it was about \$19,000 for the sign

and it was paid for by the booster club at South Elem. He then made the motion to approve this retroactively and send to the full board at the upcoming meeting. Stout with the second.

Motion to retroactively approve South Elementary sign.

**VOICE VOTE:** (mover-yes) Safdie

(seconder-yes) Stout

Yes: 4, No: 0

**MOTION: Motion Carried**

5. CCHS Auditorium UpdateSafdie presented this item and turned it over to Kim Chamberlin with Uplands Design. Chamberlin said things are progressing as planned. They did have a transformer down due to relocation, but it was only down for about 48 hours. He said the excavation for footers has begun and underground electrical and plumbing work has also started. They have corrected some issues with the Fire Marshall and are moving forward. He feels like they are about 2-3 weeks from getting the slab poured. Chamberlin said they had spent some money on a sewer line that they were not aware was present. Safdie asked where the sewer line came from and Chamberlin informed them that a line goes from the high school down to the lift station that is over by the concession stand. The lift station takes the waste from the field house and stadium and pumps it back up the hill to a tank behind the kitchen. They had to work on the line that ran down to the concession stand. Chamberlin then asked if anyone had any questions. Kington gave the exact number for the project at \$10,852,691. Chamberlin then asked the committee to allow him to jump in and give an update on some other current projects. North final electrical panel is due to be shipped on the 14th of this month (Sept) and installed upon arrival. He said this should wrap up Phase 1 of North and then some work in Phase 2 has already been done. The switchboards are not expected to ship until December and February. He said that should wrap up Phase 2 in late Winter or early Spring. Kington said Phase 1 should be completed on Fall Break. He then told them that the ESSER HVAC project is one they are still keeping an eye on. He said almost all controls are installed but there are some issues getting them all working properly. He said contractors are working on that. He said there are 4 rooftops units and one is coming fairly quickly and the other 3 are not scheduled to ship until end of October. Chamberlin said it does push this past the deadline but he will give Justin Whittenbarger the ammunition to go back to the state and ask for an extension. Davis asked what the actual deadline was. Chamberlin said he believes it was the end of September. Farley confirmed that the ESSER deadline was September 30, 2023.
6. CCHS Band Tower UpdateSafdie presented this item and told everyone that this was complete and they had the certificate of occupancy. He said this was just an update for everyone and the tower is ready to be used. Kington said it looks great and it came in under budget. Stout questioned if insurance was taken out on it. Kington said it will be turned in as it's not new, it's a replacement.
7. Other DiscussionSafdie said he was looking forward to working with Kington, Bray, Chamberlin and Stepp to provide an overview of the large projects the district was involved in as well as completion deadlines. Kington gave a spreadsheet with each school listed. Safdie said this was a good beginning to help understand. He said they need to come up with what format would be best. He said it would be best to put on the Oct B&G meeting agenda to discuss. Stout said she would like to know what is in the yearly rotation versus what is on the maintenance schedule. Safdie questioned if all items were on rotation. Kington said most of them were. Davis asked how the SMHS looked? Kington said the roof

was on and they were getting ready to go up with the foundation block. Davis asked if it was on schedule? Kington said it appeared to be.

8. Adjournment Davis made the motion to adjourn and Stout with the second. The meeting was adjourned at approximately 5:02 pm.

Motion to adjourn.

**VOICE VOTE:** (mover-yes) Davis

(seconder-yes) Stout

Yes: 4, No: 0

**MOTION: Motion Carried**

---

**William Stepp**  
**Director of Schools**

---

**Mr. Robert Safdie**  
**Chairman of the Building and Grounds Committee**

---

**Diane McCartney**  
**Executive Assistant for the Director of Schools and BOE**

**(\* ) Indicates Board Approval Required**

**Board of Education**  
**March 31, 2023 4:00 PM**  
Central Services Board Room

The Building and Grounds Committee met on Wednesday, March 31, 2023, in the Central Services Board Room where Mr. Robert Safdie called the meeting to order at the approximate hour of 4:02 p.m. He welcomed everyone to the meeting and appreciated everyone for attending.

**BOARD MEMBERS:**

Teresa Boston: Present  
Mr. Nick Davis: Present  
Ms. Anita Hale: Present  
Mrs. Rebecca Hamby: Absent  
Mr. Chris King: Present  
Ms. Sheri Nichols: Present  
Robert Safdie: Present  
Ms. Shannon Stout: Present  
Ms. Elizabeth Stull: Absent

**OTHERS PRESENT:**

William Stepp, DOS  
Mary Kington, Maintenance Director  
Bruce Johnson, CCHS Band Director  
Kim Chamberlin, Upland Design Group  
Mo Charnot, Media

1. **Call to Order**-Mr. Robert Safdie
2. **Moment of Silence and Pledge**-Mr. Robert Safdie
3. **Approval of Committee Minutes**-Mr. Robert Safdie – Safdie called the roll after the Pledge and before approving the previous meeting's minutes.

Motion to to approve minutes from last meeting.

**VOICE VOTE:** (mover-yes) Stout

(seconder-yes) Davis

Yes: 3, No: 0

**MOTION: Motion Carried**

4. **CCHS Band Tower Proposal**-Safdie turned this item over to Bruce Johnson, who brought the proposal for the new band tower to the committee. Johnson told the committee that he was proposing an elevated freestanding deck on the band practice field so he could observe rehearsal and correct field formation. He presented the blueprints of the structure and said he had been in contact with the City codes office and everything on the renderings meets code in Cumberland County. Johnson said he plans to have Kington involved in every step of the process. Safdie asked if Kington would follow through. Kington said all pulled permits come to her email so they will be inspected when they come through. Safdie verified that the band boosters were footing the cost for this and Johnson verified yes. He said the plans are to have the construction done within the month of June. Boston asked if it would be a permanent structure and Johnson said yes, it will be on the band practice field as a permanent structure. Davis asked if the entrance had to be protected. Johnson said the field has a padlock and gate but not specific to the structure. He said if the board needed him to revise and add a lock to the stairs, he could. Stepp said, typically, unless it was 20-40 feet off the ground, there usually isn't a gate needed, since the field is locked up. Safdie asked what happens if a volunteer gets injured. Johnson said he would draft a waiver for anyone working on the project that they would not hold CCHS, himself or Cumberland County Board of Ed responsible for any injuries that might incur. Stepp said he created a procedure for those purposes so paperwork will be in place prior to starting. Committee agreed to send to full board. Stout with the motion and Davis with the second.

Motion to send to full board for approval.

**VOICE VOTE:** (mover-yes) Stout

(seconder-yes) Davis

Yes: 3, No: 0

**MOTION: Motion Carried**

5. **CCHS Auditorium Bid**-Safdie opened this item and turned it over to Kim Chamberlin with Uplands Design Group. Chamberlin told everyone that at opening bids there were only 4 and Adcock Construction from Shelbyville came in with the low base bid at \$10.8 million. He explained the first and second alternates on the bid specs. The first at \$32,000 is to add wall tiles to the public bathrooms at the front of the auditorium. The second alternate bid, at \$500,000+, is to replace 6 of the 8 tennis courts. He explained that if the board does not accept the tennis court bid, then when the project is finished they will put the fencing back up around the 6 remaining courts. He has verified with the construction company that they are ready to move forward with their bid upon board approval. Chamberlin told the committee that he is familiar and has worked with the sub contractors and has no reason to offer any objections to any of those subs. Davis asked about the removal of the 6 courts and construction of 2 courts. Chamberlin told him that the new building would be taking up the 2 southern courts. The 6 remaining will be the same number currently as SMHS and the principal said they are adequate for what is needed. Safdie asked if the remaining courts were safe and Stepp told him no. Chamberlin said this bid is not a resurface, this is a complete entire new court construction. Davis asked if, for budgetary reasons, they didn't move forward with the tennis court bid, if Fairfield Glade would

be able to host the CCHS tennis program like they are doing with SMHS? Stepp said he was not aware they were doing that, so he would have to check on that. Safdie asked how they were getting there and Davis said the same way Stone HS was doing: drive. Boston said the \$10.8 million gets their auditorium, which is the goal, but the tennis courts need to be addressed. She asked if there was a possibility to look at the tennis courts after the district finds out what TISA is going to do. And see what the fund balance will be. Stout said she believes it is such a stretch that they would have to go that route. Safdie asked if the district didn't accept the alternate #2 for the courts, then would there be a chance of that bid quote being the same. Chamberlin said they have to hold that bid for 30 days, but beyond that there's no way to know. If oil and asphalt came down, then it could be less, but history says that isn't usually what happens. He then asked if this current bid projected a price of having machinery at the site already and Chamberlin said no, he didn't think so. Boston asked if both high schools were bid at the same time, what would that do? Chamberlin said he would expect the district to see a better number with both being done at once. Chamberlin said he didn't see any problem with waiting if the district wanted to do so. Davis asked if this could be moved to a work session. Boston said you cannot vote in a work session. Safdie said there could be a work session before the special called meeting. Chamberlin said April 13 is the date to shoot for with a decision. Boston said can things not be discussed in a meeting? Why have a work session to discuss when things can be discussed in the meetings? Stepp said a work session is more open to fact finding but no deliberating and no voting. Safdie asked if Stepp would be ready to present all options and all alternatives and the rationale for each at the special called meeting. Stepp said yes and he had started a fact sheet and that should provide a lot of information on what the board's intent and how to fund the projects. Davis asked if the district had passed the window of opportunity to change the allotments of the ESSER funds. He said he feels there needs to be deliberation on options for funding. Safdie made a motion to approve the low bid from Adcock Construction and send to full board and Stout with a second so they could continue the discussions. Chamberlin let everyone know that this bid would rise by \$900,000 if they re-bid this project. They moved forward with sending to the full board.

Motion to send to low bid to full board for approval.

**VOICE VOTE:** (mover-yes) Safdie

(seconder-yes) Stout

Yes: 2, No: 1, Davis: No

**MOTION: Motion Carried**

- 6. South Cumberland Renovation Bid-**Safdie again turned this item over to Chamberlin. He said this bid was for adding 6 classrooms to South Elementary and renovating all current bathrooms and adding an ADA bathroom in the front lobby. Also, putting epoxy flooring over the existing tile floor in the kitchen. Again, Chamberlin did not have any issues with the sub contractors on the bid. Stout made a motion to approve the low bid to send on to the full board. Safdie with the second. Stout asked if they didn't go with the low bid contractor if Adcock construction would give a discount doing both jobs. Chamberlin said no. Davis asked how did the district know they could afford any of these projects. Boston said the full board needs to discuss that and see what options they have. She said she believes the district has a good plan on how to get there. Stout reiterated the fact that the majority of the funds have already been allocated, in the scheme of things, it's a small amount. Boston said it would not be wise to not accept these bids and find the remaining amount. Davis said he struggles with being

confident in moving to approve things he's not had time to digest. Boston said if these bids are sent to the board, then the full board will then come up with the solution on how to find the amount they are short on. Davis said if the conversation had been started off by saying they were short \$2.8 million, then they could have just had one work session meeting. Boston said everyone understood his theory about having a work session, but he and anyone on the board could discuss it now. Stout said again this was to move the acceptance of the bids on to the full board and then full discussion on funding options could be had at that point. Boston said he would have the full numbers by then also. Davis said the district is short \$2.8 million but he had no way of knowing that. It wasn't made known until he was sitting in the meeting. Boston said that's not a building and grounds question. Davis said they are all board members. Boston said she understood but that is a board question. We're short \$2.8 million. Where are we going to get it? He said if it had been included on the agenda they could have prepared for it. Boston said if he had wanted it on the agenda, he could have called Mr. Safdie and had him add it. Davis said he didn't know that was the situation. Stepp said financially he should have more info and he apologized for not adding more. Boston said she's open to other options that Stepp and Bray will present to them. Safdie said there are questions to ask-for example if monies can be cut out of other budgets. What money can be offset to fund the building project? Those are all questions to pose. Stout said anywhere that adjustments can be made to close the gap, please present those.

Motion to to send low bid to full board for approval.

**VOICE VOTE:** (mover-yes) Stout

(seconder-yes) Safdie

Yes: 3, No: 0, Davis:  
Yes, Safdie: Yes, Stout:  
Yes

**MOTION: Motion Passed**

7. **Other Discussion**-Safdie asked for an update on the SMHS Baseball facility. Kington said she believes they are still waiting for the weather and are needing more quotes. Davis asked if the building materials were on site. Kington said she had taken sand over from her department but she was not aware of any materials being at SMHS. Stepp said he had not seen any. Stout asked about the bleachers. Kington said CCHS bleachers would be installed after school was out.
8. **Adjournment**-The meeting was adjourned at approximately 5:02.

Motion to to adjourn.

**VOICE VOTE:** (mover-yes) Stout

(seconder-yes) Davis

Yes: 3, No: 0, Davis:  
Yes, Safdie: Yes, Stout:  
Yes

**MOTION: Motion Passed**

---

**William Stepp**  
**Director of Schools**

---

**Mr. Robert Safdie**  
**Chairman of the Building and Grounds Committee**

---

**Diane McCartney**  
**Executive Assistant for the Director of Schools and BOE**

**(\* Indicates Board Approval Required**



# Cumberland County Board of Education

368 Fourth Street, Crossville, TN 38555

## Section 1

Due to the fact that these additions, remodels or construction projects when completed become the sole responsibility and liability of Cumberland County Schools, all projects must be reviewed by the Building and Grounds committee and approved by the full Board of Education

Date 9 /11/23

School Name South Cumberland Elementary

Project Name Digital Sign

Project Description A new digital sign will replace the previous signage at the entrance of the school.

Estimated Value \$23,682-sign

Funding Source Donation from South PTO

## Section 2

Plans, designs, installation information and process for funding must be submitted to the Maintenance Department for review. These documents must include Fire Marshall, Codes Inspectors, Playground Inspectors and Insurance approval as needed.

### Approved by:

Director of Maintenance \_\_\_\_\_

\_\_\_\_\_ Fire Marshall                      \_\_\_\_\_ Code Inspectors

\_\_\_\_\_ Playground Inspectors                      \_\_\_\_\_ Insurance Approval

Director of Schools \_\_\_\_\_

Building and Grounds Committee \_\_\_\_\_

Board of Education Approval Date \_\_\_\_\_



# Cumberland County Board of Education

368 Fourth Street, Crossville, TN 38555

## Section 1

Due to the fact that these additions, remodels or construction projects when completed become the sole responsibility and liability of Cumberland County Schools, all projects must be reviewed by the Building and Grounds committee and approved by the full Board of Education

Date 9.11.23

School Name Cumberland County High School

Project Name CCHS Band Observation Platform

Project Description 16' x 4' x 15'6" ft observation platform with stairs on concrete pylons. Materials include pressure treated lumber & hardware


Estimated Value ~~\$9,000~~ 3-31-23<sup>+</sup> 6,000.00 (see attached)

Funding Source Band Booster

## Section 2

Plans, designs, installation information and process for funding must be submitted to the Maintenance Department for review. These documents must include Fire Marshall, Codes Inspectors, Playground Inspectors and Insurance approval as needed.

### Approved by:

  
Director of Maintenance \_\_\_\_\_

\_\_\_\_\_ Fire Marshall      \_\_\_\_\_ Code Inspectors

\_\_\_\_\_ Playground Inspectors      \_\_\_\_\_ Insurance Approval

Director of Schools \_\_\_\_\_

Building and Grounds Committee \_\_\_\_\_

Board of Education Approval Date \_\_\_\_\_

PHONE  
931-484-6135

FAX  
934-484-6491

WEB  
<http://www.ccschools.k12tn.net>

PROCEDURE 2.404, 2.805





# Certificate of Occupancy

City of Crossville

This Certificate issued pursuant to the requirements of the International Building Code certifying that at the time of issuance this structure was in compliance with the various ordinances of the Jurisdiction regulating building construction or use.

For the following:

Project Address: **660 STANLEY ST**

City, St Zip: **CROSSVILLE TN 38555**

Subdivision:

Tax Map: **113G**

Lot:

Parcel: **011.00**

Property Owner: **Jon Hall, CUMBERLAND COUNTY BOARD OF EDUCATION**

Address: **660 Stanley Street**

City, St Zip: **Crossville TN 38555**

A handwritten signature in black ink, appearing to read "C. Kerley", is written over a horizontal line.

Building Official : Carl Kerley

Building Permit Number:**2023-245**

Description of Work: **New Construction - City C**

Proposed Use: **Band Observation Platform**

Occupancy Type: **U**

Construction Type: **VB**

Occupant Load: **65**

Code Edition: **2018 IBC**

Sprinkler System Provided/ Required:

Date of Issuance: **July 10, 2023**

**July 10, 2023**

Date

NOTE: This Certificate is not a representation that the Building Referred to is in compliance with any ordinance, code, regulation, law, or standard. The City of Crossville reserves the right to enforce any violation of any code, regulation, or law existing as of the date of these presents or created subsequently that applies to the Building whether known or unknown to the City of Crossville Codes Department.