

Minutes

School Building Committee Meeting

Monday 1.9.17 5:00 PM Paul Revere Room, Minuteman High School

Voting Members Present: Ford Spalding, Kevin Mahoney, Simon Bunyard, David Frizzell, Dana Ham, Mike Majors, Frank Cannon, Bill Blake, Peter Sugar

Others Present: Matt MacLean, Elizabeth Rozan; Skanska: MaryAnn Williams; KBA: Brian Solywoda, Courtney Schultz-Carson, Nicole Green, Alex McKeton; Gilbane: Lyle Reed, John Roche, Joanna Kripp, Walt Kincaid

Absent: Don Lowe, Alice Kaufman, Alice DeLuca, Marianne Cooley, Nawwaf Kaba, Ed Bouquillon

1. Call to Order: Open Session

Ford Spalding called the meeting to order at 5:00 PM.

2. Approval of Past Minutes 11.7.16

The following vote was taken on the minutes:

Moved (Bunyard) and seconded (Sugar)
To approve the past minutes of 12.12.16
Vote: Unanimous

3. Approval of Payments (KBA Invoice December 2016; Skanska Invoice December 2016)

Brian Solywoda gave an Architect's Report (January 9, 2017), outlining the project updates and reviewing recent site design and building design activities since the last meeting. He explained that it has been a collaborative process to date. After discussion about tagging the equipment, sequencing the schedule, and meeting with code consultants, the following vote was taken:

Moved (Spalding) and seconded (Frizzell)
To approve the KBA Invoice December 2016, as presented
Vote: Unanimous

Mary Ann Williams outlined the recent Skanska activities (Nov. 20-Dec. 18, 2016). She highlighted efforts to create a shorter schedule, the weekly meetings at Minuteman, Gilbane's immediate involvement, the debriefing sessions with the firms not selected, meetings with engineers, meetings with shop teachers, and the ongoing coordination with MSBA. The following vote was then taken:

Moved (Spalding) and seconded (Frizzell)
To approve the Skanska Invoice, November 2016, as presented
Vote: Unanimous

Ford called attention to the list of meetings he sent out via email as well.

4. Update on CM at Risk Selection

Mary Ann explained that as a follow up to last month's vote to commence negotiations with the CM at Risk firm found to be the highest ranked and most advantageous, she was pleased to inform the group that they are in the process of finalizing the contract with Gilbane Building Company. The members of the Gilbane Team (Joanna Kripp, Walt Kincaid, John Roche, and Lyle Reed) introduced themselves, noting their solid experience with Gilbane, their familiarity and expertise with building schools, and the time frame they anticipate for the project (260,000 sq. ft. building to be built in 26 months). Walt Kincaid explained that with a Spring, 2017 start, the concrete can be set in the Fall, the steel can be put in during the Winter, 2017. The structure will be made weather-tight during Summer/Fall, 2018, and during the Spring, 2019, the interior of the building will be developed. The plan would be to have two crews, one at the North and one at the South, with a movement towards the center. Joanna Kripp explained their interest in engaging students in the construction process, and highlighted the partnerships they have in the trades that can facilitate internships and hiring for students, creating opportunities for Minuteman to be a source for employment.

Ford explained that in conversation with counsel earlier in the day, it became clear that the School Committee needs to approve the contract with Gilbane, as they have approved the Skanska contract and the KBA contract, and they need to authorize the School Building Committee to approve payments on existing contracts. He explained that counsel drafted a Resolution, which he distributed for review.

Resolution: To recommend to the full School Committee as follows:

1. That the School Committee approve the award of a contract with Gilbane Building Co., Inc. ("Gilbane") to act as Construction Manager At Risk in connection with the replacement of the existing high school building through construction of a new high school facility and related work (the "Project"), such contract to be in substantially the form presented to this meeting with such revisions as may be approved by the Chair of the School Building Committee (the "Contract"),
and
2. That the School Committee formally vote to authorize the School Building Committee to act on behalf of the District and the School Committee in connection with such Contract as follows: to make final and binding decisions on behalf of the District with respect to such Contract and any amendments thereto; to enter into, execute and deliver the Contract and any amendments thereto at any time and from time to time and to bind the District to its terms and conditions; in the discretion of the School Building Committee, to designate one or more of the members of the School Building Committee to sign the Contract and any amendments thereto on its behalf; to authorize disbursements and payments from District funds pursuant to or related to the Contract at any time and from time to time; to take all actions necessary or related to the administration of the Contract and any amendments thereto; and to authorize the School Building Committee, in its own discretion, to delegate one or more individuals acceptable to the School Building Committee to represent the School Building Committee and act as a contact person for the School Building Committee with respect to the Contract.

The following vote was then taken:

Moved (Spalding) and seconded (Bunyard)
To accept the wording of the Resolution as presented
Vote: Unanimous

Ford explained that the Resolution will be presented to the School Committee at their next meeting on 1.17.17, so that they will approve the Gilbane contract, and authorize the School Building Committee to act on their behalf for future contracts and expenditures, as delays are not acceptable.

5. Update on Design

With details having been covered under Brian's Architect's Report, MaryAnn explained that her next step will be to prepare cost estimates. She explained that the design development documents will be ready by January 31, and will need a 3 week time frame for reconciliation. She noted that she will certify to the state at three intervals that the project is proceeding within budget. Simon requested that the School Building Committee be kept informed of any amendments to the design that would have a cost impact to avoid blindsiding. MaryAnn assured him that there will be no blindsiding, that the numbers are fluid, and that many strategies are underway to result in beneficial cost savings.

7. Adjournment

Ford noted that the next meeting will be held on January 23, 2017, and the meeting was adjourned at 5:50 PM.

Elizabeth Rozan, Recorder