



Minutes

School Building Committee Meeting

Monday 2.27.17 5:00 PM Paul Revere Room, Minuteman High School

Voting Members Present: Ford Spalding, Kevin Mahoney, Ed Bouquillon, Don Lowe, Dana Ham, Mike Majors, Frank Cannon, Peter Sugar, Bill Blake, Alice DeLuca, Marianne Cooley

Others Present: Skanska: MaryAnn Williams; KBA: Seunghwan Lee; Gilbane: Joanna Kripp; Elizabeth Rozan

Absent: David Frizzell, Alice Kaufman, Simon Bunyard, Nawwaf Kaba

1. Call to Order: Open Session

Ford Spalding called the meeting to order at 5:02 PM.

2. Approval of Past Minutes 1.23.17

The following vote was taken on the minutes:

Moved (DeLuca) and seconded (Sugar)

To approve the past minutes of 1.23.17

Vote: Unanimous

3. Approval of Team Invoices (Skanska #38; KBA #4; Gilbane #1)

Ford Spalding clarified that the School Building Committee would be considering approval of the Team Invoices as presented, and thereby recommending that the School Committee's Finance Subcommittee sign the Warrant for them. The following votes were taken:

Moved (Cannon) and seconded (Sugar)

To approve Skanska Invoice #38 for \$26,120

Vote: Unanimous

Moved (Cannon) and seconded (Majors)

To approve KBA Invoice #4 for \$629,427

Vote: Unanimous

Moved (Cannon) and seconded (Majors)

To approve Gilbane Invoice #1 for \$25,000

Vote: Unanimous

Kevin Mahoney explained that filing fees were paid to the Town of Lincoln for Conservation, Planning and Consultant Services as follows:

Lincoln Conservation (NOI + Bylaw fee): \$33,246.10
Lincoln Planning Board (Site Plan Review): \$26,073.50
Lincoln (Consultant Services): \$15,000

Ford further explained that Lincoln has assured Minuteman that the consultant funds will be held in escrow, and if not spent will be returned.

4. Review of Revised SBC Meeting Schedule

Ford referenced the revised School Building Committee meeting schedule, noting that the meetings are topic focused, and for the most part remain every other Monday. Mary Ann Williams explained that she reviewed and developed this new schedule in light of the overall project schedule, and early construction adjustments. She urged everyone to review and make the changes in their calendars.

5. Design / CM Presentation

a. Schedule / Logistics Planning

Mary Ann reported that the schedule and logistics are moving along, pending approvals from the Towns of Lincoln and Lexington. They will be meeting with Gilbane all day tomorrow for a reconciliation meeting to review the estimated projections, the procurements, and scheduling. She noted that there are two estimates that will be considered at this meeting, with the goal of ensuring that the project will come in on budget. It is currently within \$1-2M, so scope, phasing, escalation, and programming will be considered, in light of adjustment opportunities. Ford indicated that the results of this meeting will be reviewed and considered for approval at the March 13, 2017 School Building Committee meeting.

b. Lincoln/Lexington Permitting Discussion

Referring to the updated list of meetings distributed, Ford indicated that meetings with the towns of Lincoln and Lexington have been underway, and the general sense is positive with good synergy. He noted that Lincoln Planning is holding a Public Hearing on 2.28.17, and Minuteman has scheduled a site walk for Saturday 3.4.17 at 9:00 am.

Ed Bouquillon reported that he has been in conference with the Legal Counsel regarding exercising Dover Rights, and anticipates a draft document in a few days that will be shared with both Lexington and Lincoln. He noted there is a delicate balance needed, but his interest lies in being proactive and not reactive.

Ford added that the issues for Lincoln are height and lights. He explained that the highest point is 1.5% of the total roof area, and that the trees prevent any major building visibility. He noted that Lincoln is deemed a "dark sky" community, and all lights from the school and the ball fields will need to be downward facing. The lights in the front of the building faces away from Lincoln. With regard to Federal Aviation Administration (FAA) concerns regarding the fly loft and lighting, Ed noted that he has been in communication with them, and does not anticipate a problem. The National Park has been supportive. Ford noted that they are following the plan, and submissions are in place; he is optimistic.

c. Update on Design / Drawings

Seunghwan Lee noted that there have been no changes to the drawings since the last time they were presented. KBA has been meeting with several shops to get all necessary input, and they have been preparing for the upcoming Reconciliation Meeting with Gilbane. He distributed an Architect's Report with more specific details.

6. Authorization Votes

Ford noted that there was a need for three votes, to authorize the next actions of the OPM.

a. Materials Testing RFP

Mary Ann explained that this step was required to ensure that soil and concrete conform to specifications and that it is a standard requirement. Four firms have expressed interest, and she will advertise in the General Registry.

Moved (Sugar) and seconded (Majors)

To authorize the OPM to send out RFP for Materials Testing, as required by Code

Vote: Unanimous

b. Structural Peer Review

Mary Ann explained that this will provide a review of the structural drawings at 90% CD. This review will be provided to the Design Team, and will be included in documentation submitted to MSBA. She noted that 3 firms have been identified as expressing interest. There was some discussion that while this is an MSBA requirement, Lincoln may also ask for it.

Moved (Sugar) and seconded (DeLuca)

To authorize the OPM to send out RFP for Structural Peer Review of 90% CD Construction Documents, as required by the MSBA

Vote: Unanimous

c. Submission: 100% DD

Mary Ann explained that things fluctuate as space is simplified and the reconciliation occurs. She anticipates having more clarity on this at the March 13 meeting. She noted that the Design Team met for two hours with representatives from MSBA at Kaestle Boos to discuss how things have evolved. MSBA gave good feedback, and they were positive about the project, and with the schedule changes.

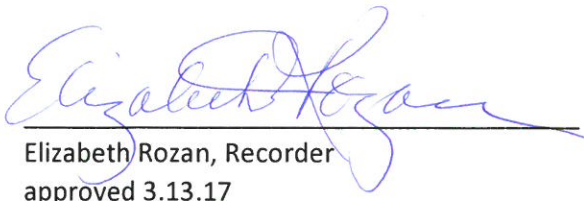
Moved (DeLuca) and seconded (Lowe)

To authorize the OPM to submit the 100% DD submission to the MSBA on or before March 14, 2017, assuming the DD Estimates are reconciled within the District's Construction Budget

Vote: Unanimous

7. Adjournment

Referring to the revised schedule, Ford noted that the next meeting is scheduled for Tuesday March 13 at 5:00 PM. He also reminded Committee members of the site walk scheduled for Saturday March 4 at 9:00 AM. A question arose about snow melt water on the site, and Joanna Kripp noted that she walked the site today to observe that, and it was as expected, with no surprises. The meeting was adjourned at 5:30 PM.



Elizabeth Rozan, Recorder
approved 3.13.17



Ford Spalding, Chair