

Minutes

School Building Committee Meeting

Monday February 12, 2018 5:30 PM Paul Revere Room Minuteman High School

Voting Members Present: Ford Spalding, Ed Bouquillon, Kevin Mahoney, Alice DeLuca, Alice Kaufman, Marianne Cooley, Nawwaf Kaba, David Frizzell, Frank Cannon

Others Present: Skanska: Sy Nguyen; Gilbane: Walt Kincaid; KBA: Gregory Joynt; Matt MacLean; Elizabeth Rozan

Absent: Don Lowe, Jack Dillon, Dana Ham, Mike Majors, Bill Blake, Orlando Pacheco

1. Call to Order: Open Session

Chair Ford Spalding called the meeting to order at 5:35 PM.

2. Approval of Draft Minutes 1.29.18

The vote to approve the minutes was taken as follows:

Moved (Frizzell) and seconded (Bouquillon)

To approve the draft minutes of 1.29.18, as presented

VOTE: Passed, with one abstention (Cannon)

3. Approval of Team Invoices and Review of Budget Report

Ford outlined the amounts of the Team Invoices, and Kevin confirmed that he reviewed and recommended them for approval. The following vote was then taken:

Category	Firm	Invoice Number	Dated	Amount
a. OPM	Skanska	#50	2.5.18	\$85,050.00
b. Architect	KBA	#15	2.5.18	\$ 154,494.79
c. CM for Construction Services	Gilbane Pay Requisition	#7	2.8.18	\$2,626,094.59
d. Misc. Project Costs	Briggs	#6	2.8.18	\$8,945.00

Moved (Mahoney) and seconded (DeLuca)

To approve the invoices for the School Committee's Finance Subcommittee

Warrant, as presented

VOTE: Unanimous

4. Schedule Update

Walt Kincaid (Gilbane) presented a progress report (Attachment A). He explained that they are working from both sides towards the middle of the building. He noted that although concrete has met with some winter issues, he anticipates its completion by the end of February. Steel is on track, and slabs will begin and carpenters will be on the roof by mid-March. He summarized that overall, he is pleased with the progress to date.

Ford reported that Gilbane did a great job last week hosting 40 Minuteman students to learn about the Building Information Modeling (BIM) process. He noted that the students were fully engaged.

Ed gave an update on the Permitting process, distributing his correspondence to Lincoln, and their response (Attachment B). He pointed out that Lincoln's adjusted balance is \$922,421.63. He noted that the Building Inspector has everything needed to proceed, except the check. He explained that he is unwilling to hold up the project in any way, so the District will pay this, but will make it clear that they are not acquiescing any rights to seek relief. He added that the District attorneys have been in communication with MSBA attorneys. He noted that Lincoln will have to justify the expenses and may have difficulty doing this. He anticipates that the courts could dismiss it quickly. Walt noted that the critical path for the permit is the end of the month. Ford added that he finds the fees troubling.

5. Budget Update

As a follow up to issues raised at the last meeting, Walt distributed a draft Budget Summary, and pointed out the bid packages that have been awarded, those that are up for approval tonight, and the remainder. He noted that the RTAs for approval are still being solidified, as there are many moving parts and that the numbers on the draft remain fluid. He pointed out that he would recommend approval of the 4 RTAs for tonight, contingent upon Skanska's review of them.

Additionally, he distributed a draft of the GMP Alternates and Allowance Work Sheet. They discussed the playing fields, the AV Equipment, the FF&E allowances, the fire BDA Allowance, and potential revenue sources. Ed emphasized the need to be strategic and projective. These two draft documents can be found as Attachment C.

6. Review of Recommendations to Award (RTAs) for Specific Bid Packages for Discussion and Vote

Having reviewed the RTAs for this evening, the following vote was taken:

Moved (Spalding) and seconded (Hoffman)

To authorize Gilbane to award the bids (for millwork, food service equipment, fixed casework, and theater equipment) as presented, subject to Skanska's review and approval.

VOTE: Unanimous

7. Next Meeting

Ford confirmed the next meeting as March 19, 2018 5:30 PM.

8. Adjournment

There being no further business, the following vote was taken:

Moved (DeLuca) and seconded (Bouquillon)

To adjourn the meeting at 6:05 PM

VOTE: Unanimous

Elizabeth Rozan, Recorder

Attachments

- A. Gilbane's Progress Report Jan. 16, 2018 – February 12, 2018
- B. Superintendent's Correspondence to Town of Lincoln re Permit Fees, and Lincoln's Response
- C. Gilbane's Draft Budget Summary and GMP Alternates and Allowance Work Sheet