

Minutes
School Building Committee Meeting
Monday 10.16.17 5:30 PM Paul Revere Room, Minuteman High School

Voting Members Present: Ford Spalding, Kevin Mahoney, Alice DeLuca, Dana Ham, Frank Cannon, Mike Majors, Nawwaf Kaba, Bill Blake, Alice Kaufman

Others Present: Gilbane: Walter Kincaid, Tripp McElroy; KBA: Gregory Joynt, Brian Solywoda; Skanska: Mary Ann Williams; Elizabeth Rozan

Absent: Ed Bouquillon, Don Lowe, David Frizzell, Marianne Cooley, Orlando Pacheco, Matt MacLean, and Jack Dillon

1. Call to Order: Open Session

Chair Ford Spalding called the meeting to order at 5:30 pm.

2. Approval of Draft Minutes 9.18.17

The vote to approve the minutes was taken as follows:

Moved (Ham) and seconded (DeLuca)

To approve draft minutes of 9.18.17, as presented

VOTE: Unanimous

3. Approval of Team Invoices

Ford presented the invoices for approval. Kevin explained that the additional cost to the Town of Lincoln for the AKF Building Code Review was due to the permitting process. The vote to approve Team Invoices was taken as follows:

Moved (DeLuca) and seconded (Mahoney)

To approve the invoices for the School Committee's Finance Subcommittee Warrant, as presented:

Category	Firm	Invoice Number	Dated	Invoice Amount Due
a. OPM	Skanska	#46	10.6.17	\$ 134,075.00
b. Architect	KBA	#12	9.29.17	\$ 589,809.42
c. CM	Gilbane Preconstruction	# 9	9.30.17	\$ 25,000.00
d. CM for Construction Services	Gilbane Pay Requisition	#3	10.12.17	\$ 1,379,511.28
e. Misc. Project Costs	Town of Lincoln/AKF Bldg. Code Review		9.6.17	\$ 8,580.00

VOTE: Unanimous

Kevin also called attention to the Building Project Report that was distributed earlier with the invoices. He explained this report provides a big picture view of cost categories with the budgeted, committed, and expended amounts, remaining balances and completion percentages.

4. Updates on Permitting, Design, Construction

a. Permitting

Kevin reviewed the status of the Superintendent's effort to seek relief on the permitting fees. He reported that Lincoln's Town Administrator agrees that costs should not be over and above the fees described within the Town bylaws, and that the expectation is that a permit fee covers the inspectional services. He noted that there is no formal process in place for seeking relief, but the hope is to work through it administratively. Ford added that the point is to let Lincoln know that Minuteman is serious about seeking relief and is prepared to take action if necessary. In response to the question about getting information from MSBA regarding standards on permitting fees, Mary Ann noted that permit fees are usually specific to the individual municipality.

b. Design

Gregory Joynt reported that the team has been preparing the 90% documents for October 17th submission, and the 100% documents will be submitted in mid-November. Mary Ann Williams added that the cost estimate reconciliation was done and the submission will indicate to MSBA that the project is within budget. Ford added that they are working to identify items that may need to be cut from the plan, and he noted that cuts considered today had no educational impact.

c. Construction

Tripp McElroy showed slides updated from 9.23.17. He pointed out that the excavation and blasting are complete, and the work has been underway to create the footings for the foundation and lay concrete. They are now driving piles and preparing for leader beams. He showed a map of the various sections of the building (A-G), and also pointed out the work being done to create permanent bridges as access. The access around the building is necessary when the steel installation phase begins, which is anticipated for December 1.

5. Authorization for 90% CD Submission

Related to the Design Update, Ford noted that a vote was necessary to authorize submission of the 90% documents. The following vote was then taken:

Moved (Cannon) and seconded (Kaufman)

To authorize the Design Team to submit 90% Construction Documents (CD) to MSBA

VOTE: Unanimous

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

It was determined that this item was not ready for approval; no vote was taken.

7. Next Meeting Date

MaryAnn explained that the dates of the meetings fluctuate to coincide with the votes needed to keep the project on track. She noted that the next two meetings, scheduled for October 30 and November 6, are not needed. With no opposition to cancelling these two meetings, Ford confirmed that the next meeting will be held on Monday November 20, 2017 at 5:30 PM. Mary Ann added that the next round of RTAs (for doors and frames, hardware, stock and drywall and metal partitions) will be ready at that meeting.

8. Adjournment

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

Moved (DeLuca) and seconded (Ham)

To adjourn the meeting at 5:50 PM

VOTE: Unanimous

Elizabeth Rozan, Recorder