

Minutes
School Building Committee Meeting
Monday 11.20.17 5:30 PM Paul Revere Room, Minuteman High School

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

Others Present: Gilbane: Walter Kincaid, Tripp McElroy; KBA: Larry Trim; Skanska: Mary Ann Williams; Matt MacLean, Elizabeth Rozan

Absent: Dana Ham, Orlando Pacheco, Bill Blake, 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 10.16.17

The vote to approve the minutes was taken as follows:

Moved (Cannon) and seconded (Bouquillon)

To approve draft minutes of 10.16.17, as presented

VOTE: Unanimous

3. Approval of Team Invoices

Ford presented the invoices for approval. Kevin confirmed that he had reviewed them and that they were ready for approval. The vote to approve Team Invoices was taken as follows:

Moved (Cannon) and seconded (Majors)

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

| Category | Firm | Invoice Number | Cover Sheet Dated | Amount |
|---------------------------------------|----------------------------|----------------|-------------------|-----------------|
| a. OPM | Skanska | #47 | 11.13.17 | \$ 109,520.00 |
| b. CM | Gilbane Preconstruction | # 10 | 11.14.17 | \$ 27,918.76 |
| c. CM for Construction Services | Gilbane Pay Requisition | #4 | 11.14.17 | \$ 1,987,629.34 |
| d. Misc. Project Costs | Briggs | #3 | 11.14.17 | \$ 13,122.50 |

VOTE: Unanimous

4. Updates on Permitting, Design, Construction

a. Permitting

Ed Bouquillon gave an update on Permitting. He discussed the value of construction as a baseline vs. the value of the whole project, and noted that Lincoln will be receiving budget documents to review before Thanksgiving. He explained that he is reasonably confident and hopeful for a consideration of a reduction in the fee amount to one that makes sense before resorting to a legal process. He also noted efforts to compile a list of fees charged for other projects. MaryAnn added that she compiled a list of projects that Skanska has been involved in creating a square footage comparison. Marianne Cooley suggested that SBC representatives could gather data from their towns, which might be helpful to MSBA. Ford noted that this may be necessary if there is no yield from the strategy they are currently pursuing. Larry Trim added that they are gathering materials related to the permit application, and this will be submitted early next week via Gilbane. Ford noted that response time is usually 3-4 weeks.

b. Design

Larry Trim reported that there are no big issues pending, and Ed added that there are weekly reviews.

c. Construction

Tripp McElroy presented slides, updated from the presentation to the School Committee on 11.14.17, and described excavation and foundation progress over the period October 15 – November 20, 2017. He highlighted progress on the bridges that will be protected and used for access. He noted that the construction is on track; footings and foundation will be in place by the end of the year, and steel erection is anticipated for mid December.

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

MaryAnn reported that the RTAs anticipated for this item (including metal panels, drywall, and general) were not yet ready. She noted that they do not want to rush them, but they are making good progress toward receiving the best and final offer. Gilbane will make the recommendation to award when ready.

She explained that the sub bids for electrical, HVAC, masonry, fire prevention, and plumbing are due on December 12, and anticipates receipt of maximum guaranteed price by mid-late January.

6. Next Meeting

Ford called attention to the anticipated dates of the next three meetings, scheduled for 12.4.17, 12.18.17, and 1.16.18, and noted that there is no meeting scheduled for 12.11.17.

7. Adjournment

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

Moved (Cannon) and seconded (Majors)

To adjourn the meeting at 6:00 PM

VOTE: Unanimous