

DRAFT

Minutes

Minuteman School Building Committee Meeting

Monday, December 17, 2018 at 5:30 p.m.

Minuteman High School - Paul Revere Room

Voting members present:

Ford Spalding, Dr. Edward Bouquillon, David Frizzell, Mike Majors, Frank Cannon, Bill Blake, Dana Ham, Don Lowe, Maryanne Cooley, Alice Kaufman, Matt MacLean, Jack Dillon and Kevin Mahoney

Others Present: Skanska: Sy Nguyen, Maryanne Williams; Gilbane: Tripp McElroy and Walter Kincaid; KBA: Gregory Joynt and Julia Pisegna

Absent: Alice DeLuca, Nawwaf Kaba and Orlando Pacheco

1. Call to Order: Open Session

Chair, Ford Spalding, called the meeting to order at 5:30 p.m.

2. Approval of Draft Minutes of November 19, 2018

The vote to approve the draft minutes of November 19, 2018 was taken as follows:

Moved (Frizzell) and seconded (Cannon)

To approve the draft minutes of November 19, 2018, as presented,

Abstaining: None

VOTE: Motion passed.

3. Approval of Team Invoices

Mr. Spalding reviewed the details of the invoices identified below, and the following vote was taken:

Category	Firm	Invoice Number	Dated	Amount
a. OPM	Skanska	No. 60	December 17, 2018	\$ 106,120.00
b. Architect	KBA	No. 25	December 17, 2018	\$ 79,256.00
c. CM for Construction Services	Gilbane Pay Requisition	No. 17	December 17, 2018	\$ 6,273,583.02
d. Miscellaneous Project Costs	Briggs	No. 16	December 17, 2018	\$ 11,864.00
e. STV # 2	Move Management Services	No. 2	December 17, 2018	\$ 4,320.00

Moved (Lowe) and seconded (Frizzell)

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

VOTE: Unanimous

4. Updates:

a. Budget Update:

Ms. Nguyen reviewed the budget and noted the budget is 94.5% committed.

b. Project/Schedule Update:

Mr. McElroy (Gilbane) noted that the building is on schedule, even after a cold month of November, and provided an update on the progress in various areas of the building during the period of November 19th to December 18th and highlighted the following:

- Upper level taping/sanding activities in Area A and B;
- Lower level out building foundation complete in Area G;
- Lower level sheet rocking and taping activities in progress in Area G;
- Media center curtain wall frame glazed in Area E;
- East elevation rigging and setting of equipment curbs on roof – Area E;
- Upper level sheet rocking activities – Area D;
- Gymnasium rough-in of overhead MEP's in progress – Area D;
- Lower level final placement of monumental stairs – Area E and F;
- Lower level rough-in of overhead MEP's in progress – Area E and F;
- East elevation storefront installation and architectural stone veneer complete - Area F;
- Lower level interior CMU wall construction in Area F;
- West elevation masonry veneer complete Area C; and
- Mezzanine level miscellaneous metal stairs and railing in progress – Area C.

Mr. McElroy then reviewed the December construction schedule and noted the next big milestone for the building will be the installation of the overhead MPV in the theater, as well as the delivery of major mechanical equipment next week.

Mr. McElroy reported that there continues to be no update on the National Grid strike and noted that in January, they will begin to make a contingency plan for the building.

Discussion ensued relative to issues arising from the National Grid strike.

Ms. Nguyen noted that the parking lot is finished, and that this item will be discussed further at the January meeting.

Mr. Spalding commented on the Open House event noting that it was a huge success with over 650 people on campus and shared that the feedback received was tremendous. Mr. Spalding thanked KBA and Gilbane for their assistance at Open House.

5. Approval of Change Order No. 3

Mr. Joynt presented to the Committee Gilbane Change Order No. 3 in the amount of \$53,266.00 and highlighted the following items: plymovement provisions replacing the previous ones for ones which are more appropriate for the lab, overflow drain dimensions, and security changes for the intercom system.

Discussion ensued.

Moved (Majors) and seconded (Ham)

To approve Change Order No. 3, as presented.

VOTE: Unanimous

6. Next Meeting:

Mr. Spalding noted that the next meeting is scheduled for Monday, January 21, 2019 at 5:30 p.m.

Mr. Blake inquired as to whether there has been any permitting issues. Mr. Kincaid stated that there is a new building inspector in Lincoln, and that at this point, things continue to go well and they have been pleased with the inspectors.

Discussion ensued.

7. Adjournment:

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

Moved (Frizzell) and seconded (Cannon)

To adjourn the meeting at 5:50 p.m.

VOTE: Unanimous

Julia Pisegna, Recorder

Attachments

A. Gilbane Progress Report November, 2018 — December, 2018