

## Minutes

### Minuteman School Building Committee Meeting

Monday, November 19, 2018 at 5:30 p.m.

Minuteman High School - Paul Revere Room

#### Voting members present:

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

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

**Absent:** Alice Kaufman, Don Lowe and Orlando Pacheco

#### 1. Call to Order: Open Session

Chair, Ford Spalding, called the meeting to order at 5:33 p.m.

#### 2. Approval of Draft Minutes of October 15, 2018

The vote to approve the draft minutes of October 15, 2018 was taken as follows:

Moved (Cannon) and seconded (Frizzell)

To approve the draft minutes of October 15, 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. 58	November 14, 2018	\$ 96,610.00
b. Architect	KBA	No. 24	November 14, 2018	\$ 79,256.00
c. CM for Construction Services	Gilbane Pay Requisition	No. 16	November 14, 2018	\$ 7,025,256.84
d. Miscellaneous Project Costs	Briggs	No. 15	November 14, 2018	\$ 14,010.50
e. STV # 1	Move Management Services	No. 1	November 14, 2018	\$ 576.00

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 change order in the amount of \$198,886.00 which comes out of the owner's construction contingency.

##### **b. Project/Schedule Update:**

Mr. McElroy (Gilbane) presented the slide presentation, as shown in Attachment A, and provided an update on the Project/Schedule during the period of October 15, 2018 to November 19, 2018.

Mr. McElroy reviewed the progress in various areas of the building and highlighted the following:

- Upper level sheet rocking activities in Area A and B;
- Lower level prime painting in Area and B;
- Lower level prime painting in progress in Area A and B;
- Courtyard curtain wall frames glazed in Area E;
- Courtyard cafeteria curtain wall frame glazed in Area G;
- Media center curtain wall framing in progress in Area E;
- West elevation masonry veneer activities complete window installation in progress in Area D;
- Lower level CMU partitions and in-wall activities in progress in Area E and F;
- Framing and RIOH MEP's on upper level in progress;
- Lower level slab on grade partially complete in Area F – lower level;
- Exterior walls constructed and waterproofed in Area C – North East elevations;
- Masonry veneer in progress – Area C – North-East elevations.

*(Ms. Cooley entered the meeting at 5:40 p.m.)*

Mr. McElroy updated Ms. Cooley on the progress of the building.

Mr. McElroy then reviewed the November construction schedule and noted the need to get the area weather tight and reported that temp heating will begin on December 1<sup>st</sup>.

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

Mr. McElroy reported that there continues to be no update on the National Grid strike and noted that provisions continue to be made for propane heating of the building.

#### **5. Approval of Change Order No. 2**

Mr. Joynt presented to the Committee Gilbane Change Order No. 2 in the amount of \$198,886.00 and highlighted the following three items: electrical work coinciding with the

support of the shooter detection system, disposal of peat and stumps, and additional isolation valves which allows for heating of the building.

Discussion ensued.

Moved (Spalding) and seconded (Majors)  
To approve Change Order No. 2, as presented,  
**VOTE:** Unanimous

**6. Approval of Execution of PFA Bid Amendment with MSBA**

Ms. Nguyen presented the PFA Bid Amendment with MSBA to the Committee noting that this is the maximum reimbursement after the GMP.

Discussion ensued.

To approve the execution of the PFA Bid Amendment with MSBA, upon review and receipt,

Moved (Spalding) and seconded (Majors)  
To approve to execution of the PFA Bid Amendment with MSBA, upon review and receipt,  
**VOTE:** Unanimous

**7. Next Meeting:**

Mr. Spalding noted that the next meeting is scheduled for Monday, December 17, 2018 at 5:30 p.m.

**7. Adjournment:**

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

Moved (Frizzell) and seconded (Majors)  
To adjourn the meeting at 6:00 p.m.  
**VOTE:** Unanimous

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Julia Pisegna, Recorder

Attachments

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