

Minutes

Minuteman School Building Committee Meeting

Monday, February 25, 2019 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, Alice Kaufman, Jack Dillon and Kevin Mahoney

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

Absent: Dana Ham, Maryanne Cooley, Don Lowe, Orlando Pacheco, Nawwaf Kaba and Matt MacLean

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 January 22, 2019

The vote to approve the draft minutes of January 22, 2019 was taken as follows:

Moved (Frizzell) and seconded (Cannon)

To approve the draft minutes of January 22, 2019, as presented,

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. 61	February 25, 2019	\$ 75,880.00
b. Architect	KBA	No. 27 and No. 2	February 25, 2019	\$ 103,101.40
c. CM for Construction Services	Gilbane Pay Requisition	No. 19	February 25, 2019	\$ 5,987,109.13
d. Miscellaneous Project Costs	Briggs	No. 17	February 25, 2019	\$ 7,294.50
e. STV # 5	Move Management Services	No. 5	February 25, 2019	\$ 4,968.00

Mr. Mahoney also noted that the following permits had been paid as follows:

Town of Lincoln	12	4,128	2/4/19
Town of Lexington	4	1,500	2/14/19
Town of Lexington	5	2,288	2/4/19

Moved (Frizzell) and seconded (Cannon)

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 reported that we are 61.5% completed, and noted Change Order No. 5 in the amount of \$315,551.00.

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 January 22nd, 2019 to February 25th, 2019.

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

- Upper level MEP ceiling devices installed and millwork installation in progress in Area A and B;
- Upper level MEP ceiling devices installed and millwork installation in progress in Upper level - Area G;
- Ceiling grid and MEP ceiling devices installation in progress Lower level - Area G;
- Prime and first coat of paint – Upper Level Area D;
- Gymnasium prime painting of walls and roof deck – Area D;
- Mechanical room terminations to equipment in progress – Area D;
- Masonry stone veneer complete – Lower level Area E;
- Faculty parking retaining wall construction in progress – Area E;
- Drywall installation substantially complete – Lower level Area E;
- Installation of railings at skylight openings in progress – Upper level Area E;
- Soffit framing in progress, framing and installation of railings – Area E and F;
- Interior framing, sheet rocking and taping top of walls in progress – Lower level Area F;
- Masonry veneer activities and window installation complete - West elevation Area C; and
- MEP items and painting of ceiling complete – Mezzanine level

Mr. McElroy then reviewed the February construction schedule and noted the big projects underway, such as the theater room, delivery of the ceramic tile, the installation of fiber glass panes, and the final shutdown with EverSource.

Mr. McElroy also provided an update on National Grid. He reported that the team had met with them, and that there is now a project manager assigned to the job who will create a construction packet, walk thru the site, and a follow up meeting is scheduled for March 7th.

Discussion ensued relative to permits, routing of the gas lines, and the need for possibly Saturday work in the future.

5. Approval of Change Order No. 5

Mr. McElroy presented to the Committee Gilbane Change Order No. 5 in the amount of \$315,551.00 and highlighted the following items: additional EPO's per DESE Safety – electrical portion; removal of unsuitables at infiltration systems one, two and 1A; revision of roof smoke hatches to (2) 60" x 96" and (1) 60" x 120" hatches and revised structural steel to accommodate them, and additional changes made after meeting with the code inspector.

Discussion ensued.

Moved (Majors) and seconded (Cannon)
To approve Change Order No. 5, as presented,
VOTE: Unanimous

6. Next Meeting:

Mr. Spalding noted that the next meeting is scheduled for Monday, March 18th, 2019 at 5:30 p.m.

8. Adjournment:

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

Moved (Cannon) and seconded (Majors)
To adjourn the meeting at 6:05 p.m.
VOTE: Unanimous

Julia Pisegna, Recorder

Attachments

A. Gilbane Progress Report January, 2019 — February, 2019