

**Minutes**

**Minuteman School Building Committee Meeting**

Monday, January 22, 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, Dana Ham, Nawwaf Kaba, Jack Dillon and Kevin Mahoney

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

**Absent:** Maryanne Cooley, Don Lowe, Orlando Pacheco and Matt MacLean

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

Chair, Ford Spalding, called the meeting to order at 5:32 p.m.

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

The vote to approve the draft minutes of December 17, 2018 was taken as follows:

Moved (Cannon) and seconded (Frizzell)

To approve the draft minutes of December 17, 2018, as presented,

Abstaining: One (Kaufman)

**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	January 22, 2019	\$ 96,500.00
b. Architect	KBA	No. 26 and No. 1	January 22, 2019	\$ 285,356.00
c. CM for Construction Services	Gilbane Pay Requisition	No. 18	January 22, 2019	\$ 6,055,234.51
d. Miscellaneous Project Costs	Briggs	No. 16	January 22, 2019	\$ 11,119.50
e. STV # 1	Move Management Services	No. 3 and No. 4	January 22, 2019	\$ 4,296.11

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 94.6% committed and 55.4% complete, and noted Change Order No. 4 in the amount of \$99,889.00.

##### **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 December 17<sup>th</sup>, 2018 to January 22<sup>nd</sup>, 2019.

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

- Upper level priming and painting activities in Area A and B;
- Lower level MEP devices installation in progress in Area and B;
- Roof level equipment set in Area A and B;
- Permanent switchgear set in Area A and B;
- Prime and first coat painting in upper level Area G;
- Masonry stone veneer in progress lower level Area E;
- Wall framing in progress – Upper and lower level Area E;
- Upper level sheet rocking completed in Area D;
- Prime painting of walls, roof deck and MEP's in progress – Area D;
- Boilers, pumps, chiller and water heaters set in Mechanical Room – Area D;
- Sheet rocking activities on upper level in Area E and F;
- Stone veneer complete and metal panel installing in progress – Area F;
- Masonry veneer complete in Theater tower– Area C – West elevation.

Mr. McElroy then reviewed the January construction schedule and noted the tile and floor work to be done next month and the big effort underway in the mechanical room.

Discussion ensued relative to updates from National Grid, and Mr. McElroy noted that they continue to be in contact with them and await their schedule information.

Mr. Spalding commented on how clean the building is and invited anyone interested in a tour to contact him.

#### **5. Approval of Change Order No. 4**

Mr. McElroy presented to the Committee Gilbane Change Order No. 4 in the amount of \$99,889.00 and highlighted the following items: reconnection to the new location for new shut off valves, relocation of utility lines at bridge crossings, additional fire extinguishers and eye wash stations incorporated in areas with sinks per DESE Safety Revisions and requested by the MSBA Safety reviewer, as well as a height change in the racks to allow for growth.

Discussion ensued.

Moved (Majors) and seconded (Kaufman)  
To approve Change Order No. 4, as presented.  
**VOTE:** Unanimous

**6. Approval of Execution of KBA Amendment # 3**

Mr. Joynt presented the KBA Amendment # 3 for the remaining athletic field design services in the amount of \$337,000 for permitting and construction documents, bidding, construction administration and close-out.

Discussion ensued.

Moved (DeLuca) and seconded (Spalding)  
To approve to execution of the KBA Amendment # 3 as presented,  
**VOTE:** Unanimous

**7. Next Meeting:**

Mr. Spalding noted that the next meeting is scheduled for Monday, February 19, 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 6:04 p.m.  
**VOTE:** Unanimous

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Julia Pisegna, Recorder

Attachments

A. Gilbane Progress Report December, 2018 — January, 2019