

Minutes**Minuteman School Building Committee Meeting**

Monday, March 18, 2019 at 5:30 p.m.

Minuteman High School - Paul Revere Room

Voting members present:

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

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

Absent: Alice DeLuca, Dana Ham, Maryanne Cooley, 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 February 25, 2019

The vote to approve the draft minutes of February 25, 2019 was taken as follows:

Moved (Majors) and seconded (Frizzell)

To approve the draft minutes of February 25, 2019, as amended.

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. 63	March 7, 2019	\$ 99,960.00
b. Architect	KBA	No. 28 and No. 3	February 28, 2019	\$ 144,503.50
c. CM for Construction Services	Gilbane Pay Requisition	No. 20	March 18, 2019	\$ 4,966,034.35
d. Miscellaneous Project Costs	Briggs	No. 19	February 23, 2019	\$ 5,970.00
e. STV # 5	Move Management Services	No. 5	March 8, 2019	\$ 5,436.00

Moved (Cannon) and seconded (Lowe)

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 65.4% completed, and noted Change Order No. 6 in the amount of \$42,115.00.

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 February 25th, 2019 to March 18th, 2019.

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

- Upper level ceramic wall tile installation in progress in Area A and B;
- Upper level FRP wall protection installation and lab casework in progress - Area G;
- Ceiling grid installation, borrowed light glass installation and FRP wall protection installation upper level - Area D;
- Lower level interior wall framing and in-wall MEP installation – Lower Level Area G;
- Gymnasium rough-in of overhead electrical in progress, light fixtures and borrowed light installation complete – Area D;
- Mechanical room electrical and control wiring to equipment and installation of insulation in progress – Area D;
- Masonry stone veneer in progress – Area E;
- Skylight framing and glazing being hoisted to roof level - Area E;
- Prime and finish painting substantially complete – Bridge level Area E;
- Kitchen hood and gas train delivered with installation to commence March 19th – Lower level Area E;
- Installation of wood blocking and sheet rocking activities in progress – Area E and F;
- Sheet rocking walls and taping top of walls in progress – Lower level Area F;
- Interior framing on all levels in progress – rough in of in-wall MEP's to commence in Theater - Area C
- Excavation and subgrade prep in progress – Courtyard - Area E; and
- Excavation and shaping of drainage swale in progress at perimeter of roadway – Area A and B

Mr. McElroy then reviewed the March construction schedule and noted the team has met with the National Grid project manager. National Grid is scheduled to begin their three-week project for the gas line installation on March 25th.

Mr. McElroy shared that April will be a very busy month where they will take advantage of the weather and complete a lot of site work.

Mr. Spalding noted that the next meeting is scheduled for Monday, April 15th which falls on Patriots Day and school vacation week.

Mr. Spalding suggested a new meeting date of Monday, April 22nd where a brief meeting will be held to approve minutes and invoices, followed by a tour of the building.

Discussion ensued.

Mr. Spalding shared with members the dress code requirements for the tour including work boots, long pants, long sleeved tops, and noted that hard hats and vests will be provided.

5. Approval of Change Order No. 6

Mr. McElroy presented to the Committee Gilbane Change Order No. 6 in the amount of \$42,115.00 and highlighted the following items: additional shaft walls and fire related ceiling at Room G139, modifications of ceilings and additional soffits in Area E, and the credit of \$163,704.00 for loom installation at the area of the existing school and new athletic fields.

Discussion ensued.

Moved (Majors) and seconded (Frizzell)
To approve Change Order No. 6, as presented.
VOTE: Unanimous

6. Next Meeting:

Mr. Spalding noted that the next meeting is scheduled for Monday, April 22nd, 2019 at 5:00 p.m.

8. Adjournment:

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

Moved (Kaufman) and seconded (Majors)
To adjourn the meeting at 6:03 p.m.
VOTE: Unanimous

Julia Pisegna, Recorder

Attachments

A. Gilbane Progress Report February 25th, 2019 — March 18th, 2019