

**Minutes**

**Minuteman School Building Committee Meeting**

Tuesday, April 21, 2020 at 5:30 p.m.

Via Remote Participation

**Voting members present:**

Dr. Edward Bouquillon, Ford Spalding, Mike Majors, Frank Cannon, David Frizzell, Bill Blake, Alice Kaufman, Don Lowe Alice DeLuca, Nawwaf Kaba, and Maryanne Cooley

**Others Present:** Gilbane: Henry McElroy, Walt Kincaid; KBA: Greg Joynt, Marianne Williams; Skanska, Kevin Mahoney, Dave Horton, Rick Ikonen, Bob Gerardi and Julia Pisegna

**Absent:** Don Lowe, Dana Ham, Orlando Pacheco

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

Mr. Spalding called the meeting to order at 5:33 p.m.

**2. ADOPTION OF REMOTE PARTICIPATION**

**VOTE:** To adopt remote participation by all members of this Minuteman School Building Committee pursuant to and in accordance with Sections (2) and (3) of the Executive Order Suspending Certain Provisions of the Open Meeting Law made by the Governor of Massachusetts on March 12, 2020, such adoption to be effective until said Executive Order is rescinded or the Commonwealth's State of Emergency as referenced in said Executive Order, is terminated, whichever happens first.

**ACTION 2020 #28**

Moved (Frizzell) and seconded (Cannon)

To approve the adoption of remote participation, as presented

**VOTE:** Unanimous

Roll Call:

Ford Spalding (Yes)

Michael Majors (Yes)

Frank Cannon (Yes)

Maryanne Cooley (Yes)

William Blake (Yes)

Dr. Edward Bouquillon (Yes)

Alice Kaufman (Yes)

Alice DeLuca (Yes)

David Frizzell (Yes)

### 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	Amount
a. OPM	Skanska	No. 76	\$ 20,140.00
b. Architect	KBA	No. 41	\$ 87,241.01
c. CM for Construction Services	Gilbane Pay Requisition	No. 33	\$ 1,384,635.60

Moved (Frizzell) and seconded (Cannon)

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

**VOTE:** Unanimous

Roll Call:

Ford Spalding (Yes)  
Michael Majors (Yes)  
Frank Cannon (Yes)  
Maryanne Cooley (Yes)  
William Blake (Yes)

Dr. Edward Bouquillon (Yes)  
Alice Kaufman (Yes)  
Alice DeLuca (Yes)  
David Frizzell (Yes)

*(Nawwaf Kaba joined the meeting at 5:42 p.m.)  
(Kevin Mahoney joined the meeting at 5:42 p.m.)  
(Maryanne Williams joined the meeting at 5:42 p.m.)*

### 4. Updates:

#### a. Budget Update:

Mr. Spalding reviewed the budget and reported that we remain on time, on budget, with 95.2% completed, and noted Change Order No. 19 in the amount of \$59,920.00.

#### b. Project/Schedule Update:

Mr. McElroy provided a building update, as shown in Attachment A, for the period of March 16<sup>th</sup> – April 21<sup>st</sup>, 2020.

- West Elevation
  - Demolition of building structure
- North-East Elevation
  - Last portion of the building structure being demolished
- West Side
  - Concrete slab on grad demolition in progress
  - Processing and hauling of demolition materials ongoing

- Building demotion progress

Mr. McElroy then presented the April construction schedule look ahead as follows:

Phase 2 demolition and site work:

- Building structure demolition completed the week of 3/23/20;
- Concrete slab on grade demolition and processing in progress and scheduled to be completed the end of this week;
- Concrete foundation removal and processing is in progress and scheduled to be completed the week of May 4, 2020;
- Sub-grade fill operations to commence in conjunction with the foundation removal process;
- An area of contaminated soil was encountered on the South side of the site adjacent to the existing mechanical room. Source is from an existing underground fuel/oil line that was deteriorated. KBA's consultant is scheduled to be onsite Friday, April 24<sup>th</sup> to drill borings to determine the extent of contamination. Gilbane will obtain pricing for removal and disposal; and.
- Balance of utilities, roadwork and site finishes per Proposal Request#10 to be completed this spring. The Proposal Request is in a pricing and review effort currently with the project team. The Proposal Request removed scope from the site and electrical contractors.

Mr. McElroy shared the Punchlist Progress Summary for March 16<sup>th</sup> to April 21<sup>st</sup> as follows:

- Items completed by GBCo = 28
- Items closed by KBA = 70
- Total items ready for inspection = 120
- Total items open = 69
- Total closed – 3,818

Mr. Joynt noted that due to the heavy rain this past week, several roof leaks appeared. Thermal imaging of the roof will be done and any loose areas will be repaired.

Mr. McElroy addressed the coronavirus issue and shared that Governor Bakers identified school construction as essential so work continues. The team is adapting and enforcing all guidelines onsite including, increased cleaning of the bathrooms, no carpooling, and 6-feet social distancing at lunch.

## **5. Approval of Change Order No. 19**

Mr. McElroy presented to the Committee Gilbane Change Order No. 19 in the amount of \$59,920.00 and highlighted the following items:

- OS-285 343.1 – Add drywalls to conceal fireproofing on steel cross bracing and acoustical ceiling tiles in Area E/F Dry storage rooms;
- OS-351 394.3 – Cost differential to change from polished concrete floor to epoxy floor in A101 and B129;

- OS-453 707 – PR 102 and RFI 992.4 provide adjustable shoring posts, lighting, visual alarm, and added signage in Theater per AHJ; and
- OS-534 723 – Central ceiling’s global settlement

Moved (Spalding) and seconded (Frizzell)  
 To approve Change Order No. 19, as presented,  
**VOTE:** Unanimous

Roll Call:

Ford Spalding (Yes)	Dr. Edward Bouquillon (Yes)
Michael Majors (Yes)	Alice Kaufman (Yes)
Frank Cannon (Yes)	Alice DeLuca (Yes)
Maryanne Cooley (Yes)	David Frizzell (Yes)
William Blake (Yes)	Nawway Kaaba (Yes)

Dr. Bouquillon shared that the following votes would be to move forward with a settlement with Griffin Electric for a credit in the amount of \$800,000 and noted the challenges Griffin Electric had with some of the changes and requests of Minuteman, and that after a long process, the district has come to an agreement with them.

Moved (Spalding) and seconded (Kaufman)  
 To authorize the Superintendent-Director to negotiate and execute on behalf of the District a final settlement of the Request for Equitable Adjustment from Wayne J. Griffin Electric, Inc., in substantially the form presented to the Committee.  
**VOTE:** Unanimous

Mr. Joynt explained that the settlement is for a Request for Equitable Adjustment in the amount of \$466,000 for the deletion of the sports lighting, as well as a number of other changes estimated in the amount of \$150,000 that added scope to the project.

Roll Call:

Ford Spalding (Yes)	Dr. Edward Bouquillon (Yes)
Michael Majors (Yes)	Alice Kaufman (Yes)
Frank Cannon (Yes)	Alice DeLuca (Yes)
Maryanne Cooley (Yes)	David Frizzell (Yes)
William Blake (Yes)	Nawway Kaaba (Yes)

Moved (Spalding) and seconded (Frizzell)  
 To authorize the Superintendent-Director to execute an authorization to proceed from Gilbane Building Company for a credit against the value of Wayne J. Griffin Electric, Inc. subcontract of no less than \$800,000.00, conditional upon final settlement of the related Request for Equitable Adjustment.  
**VOTE:** Unanimous

Dr. Bouquillon noted that \$800,000 will go towards the athletic fields. There was outside lighting which Griffin will be given back as a credit. The district will bid this item out again when final athletic field plans are confirmed. Mr. Joynt explained that this is the most expeditious way to close out the project.

Roll Call:

Ford Spalding (Yes)	Dr. Edward Bouquillon (Yes)
Michael Majors (Yes)	Alice Kaufman (Yes)
Frank Cannon (Yes)	Alice DeLuca (Yes)
Maryanne Cooley (Yes)	David Frizzell (Yes)
William Blake (Yes)	Nawway Kaaba (Yes)

Dr. Bouquillon shared his sadness and disappointment that school is closed, especially for the seniors. The teachers are doing a great job with the students, and that the district continues to move forward and will get through this difficult period.

Mr. Spalding shared his sadness for all the experiences that students are missing out on.

**6. Next Meeting:**

Mr. Spalding noted that the next meeting is scheduled for Monday, May 18<sup>th</sup>, 2020 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 6:09 p.m.  
**VOTE:** Unanimous

Roll Call:

Ford Spalding (Yes)	Dr. Edward Bouquillon (Yes)
Michael Majors (Yes)	Alice Kaufman (Yes)
Frank Cannon (Yes)	Alice DeLuca (Yes)
Maryanne Cooley (Yes)	David Frizzell (Yes)
William Blake (Yes)	Nawway Kaaba (Yes)

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Julia Pisegna, Recorder