

BOT Meeting, Thursday, November 21, 2019 Minutes

Meeting called to order by Board Chair James Sander at 6:08 p.m.

Board Members in Attendance: Jim Sander , Lucas Doe, Ted Hurwitz, Robert Ansbro

Absent: Christopher Brignola

Administrators in attendance: Norma Hurwitz, Leena Varghese

Guests: Sean Blackwell (Consultant), Dave Haller (visitor), DHI Construction, Daniel Tomai, Signature Construction

- I. Approval of Minutes of the Board meeting on Thursday, October 24, 2019
 - Jim Sander motions to approve the minutes, Robert Ansbro seconds, all in favor.

- II. Resolution Approving the Bond Financing of the New Facility and related Matters
 - Approval contingent upon numbers being revised for use of funds
 - Jim Sander motions to adopt the resolution, Lucas seconds it, all in favor.

- III. Second interview with Howard Dym CEO of DHI Construction Services and initial interview with Dan Tomai, CEO of Signature Construction
 - How do we avoid change orders? Two types- mistakes in drawings, unforeseen conditions. Peter Gisolfi's drawings rarely result in change orders. They need enough time to complete the drawings thoroughly.
 - DHI provided a budget at the last meeting. This was a schematic design budget. A full bid will be provided once construction documents are ready. The budget was based on schematics and a narrative of finishes (façade, floor/ceiling finishes, heating and cooling, etc.). Final pricing is based on 3 sub-contract pricing from each trade. Then, bids are leveled.
 - No work is performed by DHI other than supervisors, clean-up crews and some general construction work.
 - There is a once a week job meeting with the architect and the architect will be on site during critical junctures. Their engineers will also be on site as needed.
 - Special inspectors will also be on site, hired by ALCS (from a third party special inspector or controlled inspector company). The architect can recommend companies. A lump sum price is recommended.
 - Commissioning agent (Mechanical engineer or hired third party) will test all valves, dampers, light fixtures, controls, etc. Typically for mechanical systems.
 - Contractor's guarantee- 1 year and some that go beyond the one year (Manufacturer's warranty).
 - An owner's rep is recommended on the job. (Andrew Messenger- Shorepath, Mary Hana , Faye Primer- About the Work)
 - DHI has a good rating
 - 22-month timeline start to finish.
 - Procor is the program used for the project. Anything that is part of the project gets a submittal. Subcontractors make the submittals, DHI reviews and architects/engineers approve them. DHI reviews actual items received. Turn- around time for architect is within 2 weeks. Procor provides a submittal log for each meeting.
 - Hidden costs- Digging into the ground and adjacent building can be problematic.

IV. The American Institute of Architect's draft proposal between Peter Gisolfi & Associates and Academic Leadership Charter School- Contract review Sean Blackwell

- Sean's comments- Square footage, start date, end date all need to be finalized
- Schedule and size of project are important. 8% of project cost is a good percentage.
- Contractors have 21 days to inspect and prep for work to begin. If they find anything, this is when a change order happens.
- Eliminate extra charge/5% for overages and leave it open for negotiation at a later date.
- We need to keep the fixed number of 8%
- Get a maximum number for total to be paid out, even after the 8%
- We need to begin construction documents
- Building next door, we need an agreement with them.
- First two pages, all parameters of project need to be included, (Building is designed for 82,000 sq ft and we thought it would be 74,000 sq ft)
- Design needs to be basic programming requirements.
- Who is responsible for payment of consultants and within the 8% fee
- ALCS Needs copies of all agreements with consultants and engineers
- Deliverables to each of these consultants and how they are being paid
- No charge up until change orders/5million of change orders and then add 3% fee from there
- Remove the deadline for project completion
- Construction Fee Schedule
- Take schematics to a level of Design Development drawings which might work as a DOB set. (Early Release Foundation Package needs to go to DOB)

V. Committee Reports

A. Finance Committee – Lucas Doe

-Nothing new to report

B. Real Estate Committee – Ted Hurwitz

- Update- We are awaiting a report from Soil Mechanics who will be doing work for the Structural engineer hired by Peter Gisolfi.
- There is a duct 6 feet below ground level containing non-functioning electrical wires owned by the NYC Transit Authority. We have to hire a Real Estate lawyer to communicate with the Metropolitan Transit Authority officially on our behalf before proceeding with excavation gaining their approval to remove the duct bank.
- If the property is not buildable the way we want it, we need to revisit the plans and work around it.

B. Education Committee – Leena Varghese

- Period 1 results were provided. Overall, students did not perform too well. We are working with teachers to help students master all subjects. Mock assessments are especially difficult for students, especially in younger grades and for new students who have entered the school several years behind.

VI. Signature Construction Presentation

- President will be involved multiple times a week
- Having a crane engineer come on board for the duct issue is recommended
- .7 insurance rating, Philadelphia bonding company
- 14-18 months estimated based on all approvals and permits
- Design documents and filing documents go hand-in-hand
- Underpinning, Con Edison, etc. all need to be completed and approved before work begins
- Copies of Phase I and Phase II will be sent to Signature
- Get approved on foundation and excavation through DOB now
- Signature construction has always finished a project on time.
- Can employ union or non-union workers
- We would like feedback on alternate materials based on school's needs
- Who are the early trades identified?
- Signature has a core group of subs for every trade.
- What work do you do on your own? None, all work is subbed out. 3-5 bids on every trade.
- Owner's rep is not mandatory but recommended
- We need to get all of the necessary pieces in order as soon as possible

Meeting Adjourned at 9:00 p.m.