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Location:	Brighton Area Schools BAS Board Room	Project Number:	18-785
Project:	BAS 2019 Bond	Date:	3-2-20, 4:30 pm

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1. Review meeting minutes dated 2/17/20 Committee meeting.
2. Contract status.
  - a. Soils investigation
    - i. 3/2/20 recommendation to board
    - ii. 3/9/20 Board action
3. Project scope / estimate review
  - a. BECC, Concessions/Toilet Building
    - i. IDI present Schematic Design
    - ii. Clark Construction present estimate
    - iii. Committee review, comments and action.
  - b. Maintenance Building
    - i. IDI present Schematic Design
    - ii. Clark Construction present estimate
    - iii. Committee review, comments and action.
  - c. STEAM, High School
    - i. Meeting review
    - ii. Final program approval
4. General open discussion.

**Action Items:**

1. Completion of Drinking Fountain package for bidding purposes.
2. Schematic Design Bid Pack Two, 2021 STEAM / Scranton / High School, issued for review 5/1/20.

Distribution: BAS Project Team

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	BAS 2019 Bond		

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Present: Refer to attached.

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Discussion: Purpose of meeting to discuss 2019 Bond scope.

1. Reviewed meeting minutes dated 2/3/20.
  - a. Approved to be issued with exception of Item 4i. to include "renderings, pictures,".
  - b. Minutes from field visit dated 2/3/20. Corrections; delete Item 4 and Action items; then issue.
2. Contract status.
  - a. Professional and Construction Manager Service contracts are all approved. Working on signatures.
  - b. Soils investigation
    - i. 2/4/209 issue RFP
    - ii. 2/14/20 proposals received. Soils...not ready for approval or recommendations. Not all are comparable. Proposals are to be all inclusive and should include; resumes -showing experience; rates; mileage; etc.).
    - iii. 3/2/20 recommendation to board
    - iv. 3/9/20 Board action
3. Establishment of design process standards and approvals. Committee meeting should not be for "designing" time. Committee shall designate person(s) to provide necessary information and direction on an as need basis.
4. Project scope / budget
  - a. BECC, Concessions/Toilet Building / Sloan Field lighting, grass improvements
    - i. IDI presented current plan for approval. Direction given including:
      1. Storage 104 space to be reduced.
      2. Toilet fixtures to be reduced to two water closets for the Women 102 and one water closet and one urinal for the Men 101.
      3. Preference is for mechanical unit to be located within the attic trusses.
      4. Bottle filler to be provided between the Women 102 and Men 101 entrances.

5. Delete the unisex toilet.
  6. Storage 105, shall be relocated behind the Storage 104.
  7. Field lighting electrical feed should be tested prior to new lighting system.
  8. Water source shall be provided next to soccer benches.
  9. Soccer field to have sprinkler system replacement.
  10. Purpose to remove crown on field.
- b. Maintenance Building layout was approved to move forward.
  - c. STEAM, High School, meeting and program status
    - i. Chris Turner update the committee meeting results.
    - ii. Design shall include (3) classrooms, 100 to 125 students.
    - iii. Additional meetings planned to better define needs and curriculum.
    - iv. Next meeting with Greg Gray and representatives set for Thursday's (3:00pm).
    - v. Matt Jordan's program will be put into the STEAM center.
5. General open discussion.
- a. Scanning of existing drawings status discussed. IDI to assist Mike with an RFP for scanning services. The firm ARC shall be coming on site to review and provide a proposal. No RFP at this time. Paul Twigg recommended Iron Mountain.  
<https://www.ironmountain.com/digital-transformation/document-imaging>

Action Items:

1. Development of STEAM program.
2. Issuance of Schematic Design Documentation, Phase 1, Thursday.

Distribution: BAS Project Team

**Brighton Area Schools, 2019 Bond****BAS Project Team**Meeting  
2/17/2020

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