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Location:	Brighton Area Schools	Project Number:	18-785
Project:	BAS Video Conference	Date:	6-1-20, 4:30 pm
	BAS 2019 Bond		

Present: Refer to attached.

Discussion: Purpose of meeting to discuss 2019 Bond scope.

1. Reviewed and approved meeting minutes dated meeting minutes dated 5/18/20. To be posted with minor changes.
2. Geotechnical Phase 2 reports due back this week. Surveys are complete.
3. Imaging contractor status.
 - a. No current date for scanning services. Scott Jacobs obtained some pricing. Awaiting potential vendor to visit site.
4. Discussions for additional work at high school to be included in Phase 2 includes:
 - a. Review existing conditions for a curb cut within the parking area towards the bio-swale to accommodate snow removal.
 - b. Include loading dock work (scope in application, \$20,000 budget)
5. Phase 1 project scope and budget approved by committee. Clark Construction Company to move forward into bidding phase, with exception of drinking fountains. IDI to meet with District representatives to reduce the quantity of drinking fountain replacement.
6. Phase 2 STEAM, High School, Scranton Middle School estimate review.
 - a. STEAM Center, current schematic design is over budget. IDI instructed to design to the established budget outlined in the bond application. District however indicated no initial scope change, but requested the design team examine the scope and magnitude of the STEAM Centers at elementary schools, intermediate schools and middle school prior to any reduction in scope at the high school. Current project on hold.
 - b. Scranton Mechanical, current schematic design is over budget when excluding any design contingency. Due to proposed construction schedule, overtime costs have been included. IDI shall meet with District representatives to determine what "scope creep" occurred to result in estimates being over budget.
 - c. Scranton locker replacement discussed.

- i. IDI to meet with District representatives to determine the condition and necessity for replacement.
 - ii. Locker removed are to be salvaged and reinstalled at Hornung Elementary and Spencer Elementary schools. Approximately 500 per school. IDI shall review existing conditions at both elementary schools to receive locker relocation.
 - iii. Bond application includes 1,100 lockers. District to confirm final count.
7. Phase 4, STEAM Center(s) elementary schools, intermediate schools and middle school.
 - a. The design team will meet with a collective group first. This will set the overall goals and objectives of the District so there is continuity. Otherwise we will look to the District to for those guidelines.
 - b. Citizens Committee to be established at each building. Design team to work with Chris Turner and with building groups as necessary.
 - c. The design team will meet with each individual school representative(s) as necessary to obtain the “program” for the space.
 - d. The design team will develop schematic documents outlining the scope and character of the STEAM centers for all other buildings.
 - e. Clark Construction shall review and provide estimate of probable cost. Time necessary to be determined.
 - f. All materials will be presented to the committee for review and approval.
 - g. The committee shall determine IF any cost adjustments are necessary to those budgets within the Bond Application per school.
8. Discussion of formation of Building Committees per school, makeup of which to be determined by the District.

Distribution: BAS Project Team, refer to attached.

Brighton Area Schools, 2019 Bond**BAS Project Team**Attending
6/1/2020

Name	Position	Phone	Email	
Brighton Area Schools				
125 South Church Street, Brighton, MI 48116			810-299-4000	
Dr. Greg Gray	Superintendent	517-376-0133	grayg@brightonk12.com	X
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Sharon Irvine	Asst. Superintendent	734-678-8517	irvines@brightonk12.com	X
Scott Jacobs	Dir. Of Operations	810-499-3355	jacobss@brightonk12.com	X
Chris Turner	Dir. Of Technology	517-575-8610	turnerc@brightonk12.com	X
John Thompson	Dir. Of Athletics	810-223-1613	thompsi@brightonk12.com	X
Andy Burchfield	Board Member		burchfielda@brightonk12.com	
Bill Trombley	Board Member	810-360-9916	trombleyw@brightonk12.com	X
Ken Stahl	Board Member	810-599-0561	stahlk@brightonk12.com	X
Integrated Designs Inc.				
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Michael Barnas	Project Superintendent			
Brad Barnard	Project Superintendent			