Julian Curtiss School Building Committee Meeting Minutes

October 16, 2026

ZOOM and in person

Attendance: David Levine, Lisa Yates, Chris Cyckley, Veronica Chiavaroli, Harry Fisher, Betsy Galindo, Nick Macri, Janet Stone McGuigan, Liridona Ahmeti-Tishukaj, Rachel Khanna, Adam Tubbs (JCS parent and guest).

Meeting called to order at 7:48am

1. Approval of minutes from 9/25/2026 meeting. Approval by unanimous consent.
2. Invoices
    a. Payment application 5 from JA Rosa in the amount of $22,976.16 through 9/30/2026. Veronica motions to approve and Harry seconds, approved unanimously.
    b. AA invoice #971845877, through 9/30/26, in the amount of $16,062.00. Veronica motions to approve and Harry seconds, approved unanimously.
3. Change Order Review
    a. MOTION TO APPROVE JA Rosa PCO 15, in the amount of $9,578.15, for relocation of water lines in the kitchen, and heat lines on the second floor to accommodate ductwork.
        i. Veronica motions to approve and Harry seconds, approved unanimously.
    b. Note that JA Rosa PCO 16, in the amount of $16,924.04, for fully welded exhaust hood ductwork, was rejected, since it is what the drawings call for.
    c. MOTION TO APPROVE JA Rosa PCO 17, in the amount of $5,102.48, for unexpectedly difficult mounting of the exhaust hood. Additional structural supports were needed to tie back to concrete beams above given the unusual floor construction.
        i. David motions to approve and Harry seconds, approved unanimously.
    d. Principal Calderon requested an additional side chair for his office to match the three in the original package; he has space and uses his office for meetings; the former office had larger capacity.
    e. MOTION TO APPROVE Red Thread Quote 910853, dated 9/15/26, in the amount of $408.43 for “Move” chair shipped directly to JCS.
        i. Veronica motions to approve and Harry seconds, approved unanimously.
        ii. Ship date for cafeteria furniture remains 10/31. Office furniture re-fabrication in progress.

f. MOTION TO APPROVE Security Specialist Invoice 18892 in the amount of $4,467.65 dated 9/30/26.
    i. David motions to approve and Harry seconds, approved unanimously.
g. MOTION TO APPROVE Tri State Materials Testing Invoice TSMT 18178 in the amount of $2,560.75 for materials testing over the summer.
    i. David motions to approve and Veronica seconds, approved unanimously.
h. MOTION TO APPROVE ITS Invoice KVO41 in the amount of $3,164 dated 10/8/2026 for the full building emergency responder signal scan.
    i. David motions to approve and Veronica seconds, approved unanimously.

4. Update on Phase 3: Punchlist and Additional work
    a. Driver boards for RTU are not working but the system will run fine without it, they have been ordered byTrane and need to confirm delivery. There can be a long lead, will follow up.
    b. Signs at emergency power off in the kitchen and fire suppression buttons required per fire marshall.
    c. Vinyl murals arrived and will be installed on 10/20 (half day for elementary schools) and a few other items:
        i. Wood base cap at baseboard below hallway mural
        ii. Oak window sill in cafeteria
        iii. Installation of soap and paper towel dispenser at small sink
        iv. Remove paint from cafeteria window shade
    d. Kitchen dry storage high density shelving needs to be assembled.
5. Phase 4: Scope discussion.
    a. Phase 4 Base Work. Determine items to remove to make alternates to stay within phase 4 construction cost budget of $2,711,900 (total project budget is $3,381,600)
        i. 8 typical classrooms: $1,604,635 (approx. $200k per classroom)
        ii. PreK and ALP: $489,780
        iii. Nurse/Admin: $264,317
        iv. Stage lift and ADA access: $225,053 or approx $220k without corridor door replacement
        v. Artroom: $317,650
        vi. ADA handrails: $79,859
        vii. Allowance for changing room function: $126,368
            1. TOTAL: $3,107,663 (approx $400k over budget)
            2. Delete: ada lift, handrails, and reduce allowance to meet budget

    b. Option 1: incorporate window and exterior door replacement as a separate bid option. This is a maintenance project in design with AA (remaining fee of $36,800) with a total project budget of $1.9m. The current construction cost estimate is $1.6m.
        i. Window replacement improves energy and security, entry resistant glass will be used within seven feet of grade and Janet will let EMAC know.
    c. Option 2: Incorporate roof replacement as a separate bid option. This is a maintenance project with a total cost of $1.1m.
        i. We do not know if documents have been generated. Roofing was replaced in 2017 and has 6 years and 11 years warranty remaining.
        ii. Less likely to be included in this work and monitor development.
    d. Two summers recommended.
6. Phase 4: Review design.
    a. Review input from 10/15 walkthrough and earlier meetings.
    b. Proceed with work as outlined deleting ADA list, handrails and reducing allowance to meet budget. Keep expansion of bathroom in preK room 2 for discussion and resolution, Windows and doors likely to be included, wait on roof and finalize at next meeting.
7. Phase 4: Bid timeline proposed (late Dec / early Jan), with “options”.
    a. 9/25 SD estimate complete on 10/15
    b. Meet with staff to review
        i. Art 10/8; music and ALP 10/12; walkthrough 10/15
    c. 11/6 design and development will be completed for committee meeting
    d. 12/4 80% of construction documents
    e. Jan 8 will be the last look prior to bid.

Next meeting November 6th