



**MAYNARD
TOWN SCHOOL BUILDING COMMITTEE**

**MEETING MINUTES
Meeting # 64-9
August 8, 2012**

APPROVED

PRESENT	NAME	AFFILIATION	E- MAIL DISTRIBUTION
No	Robert Gerardi	Superintendent Maynard	✓
x	Pete DiCicco	Business Advisor Maynard	✓
x	Mike Sullivan	Town Administrator	✓
x	Chuck Caragianes	Principal, MHS	✓
x	Jerry Culbert	Committee	✓
No	Matt Briggs	Committee	✓
x	Philip Berry	Committee (School Committee)	✓
x	Anthony Midey	Committee	✓
x	Ken Neuhauser	Committee	✓
x	Jen Gaudet	Committee (FinCom)	✓
x	Bonnie Winokar	Committee	✓
x	Ed Mullin	Committee	✓
x	David Gavin	Committee (Selectman)	✓
No	Gregg Lefter	Town Facility Manager	✓
No	Marie Morando	Secretary	✓

Additional attendees: Chuck Adam, Municipal Building Consultants and Brooke Trivas, Tappe' Associates

School Building

Committee

August 8, 2012

Meeting opened at 6:35 PM

- **Safety:**
 - Safety issues highlighted in the schools.
 - Green Meadow floor replacement work going very well
 - Jerry and Chuck informed the committee about a minor accident to an electrician on the High School site this past week

- **Finance:**
 - Review and approve any project bills presented to the committee.
 - Jerry presented the following invoices for the committees approval:
 - Tappé Associates - \$32,047.66
 - Municipal - \$28,160.00
 - Motion to approve the invoices by Anthony and seconded by Bonnie, all present approved the invoices

 - MBC presented the CTA Construction monthly requisition in the amount of \$2,335,255.00, for the work completed through July. The requisition represents about 40% completion on the project. A motion was made by Anthony and seconded by Ken, all present voted approval.

 - Review and approve project change orders (If applicable)
 - MBC presented change order #7 in the amount of \$10,085.00 which includes the following items:
 - PCO#08: Credit associated with reusing existing gas line, requested by the design team. Changes reflect field and submittal reviews. Credit (\$4,900.00)
 - PCO#09R2: Credit associated with the Substitution for Non thermal Storefront at interior vestibule locations, requested by the general contractor. Proposed substitution meets design criteria. Credit (\$3,000.00)
 - PCO#043: Cost associated with the additional sunshade support system along CL R9 per RFI#245 responses, requested by the general contractor. Changes reflect field and submittal reviews Cost \$6,672.00
 - PCO#050R1: Cost associated with the temporary storm drainage at west side of the building, per RFI#288 responses, requested by the general contractor. Work reflects field conditions required for phasing. Cost \$12,163.00
 - PCO#52: Credit associated with accepting standard decking in lieu of the remedial work to install acoustical decking over WAVM, requested by the general contractor. Proposed substitution meets design criteria. Credit (\$850.00)
 - A motion was made by Anthony and seconded by Bonnie to approve change order #7 as presented, all present voted approval.

- **Full Committee:**

School Building

- Approve minutes:
 - Motion made by Anthony and seconded by Bonnie to approve the July 11th meeting minutes as submitted. All present voted approval
- Discussion on Meeting with Contractor and Building Committee Reps, OPM and Architect this past week.
 - MBC provided a brief summary of the meeting with CTA where the owner's team outlined its concerns with overall schedule, site staffing and corrective issues.
 - Meeting was characterized as positive
 - Received CTA's commitment that the schedule will be met and additional staff will be in place by end of August
 - CTA also committed that steel / dimensional area will be complete by 1st of September
- Overall progress:
 - Municipal - Construction update / General schedule update:
 - MBC provided a general update on the progress of the project.
 - Progress in all areas other than the A classroom wing is going well.
 - Project is 40% complete at this requisition
 - With a year left 50% more must be complete. The second phase (exterior walls and interior work) should go quicker so the team felt comfortable in completing on time
 - The remaining 10% is for the demolition and site restoration work after the new building is complete
- Open issues/New Business:
 - MBC presented a fee increase for the independent testing firm, Briggs, working on the project. As discussed at the last building committee meetings the main reason for the increase is due to the additional rock and additional foundation inspections required earlier in the project. MBC is working to maximize visits by the testing inspectors. The fee increase presented tonight is a reflection of discussions between Briggs, MBC and Tappé. The total increase is therefore \$23,886.00 + \$9,800.00 for reimbursables = \$33,686.00. This brings Briggs total contract to \$72,326.00. The budget included \$60,000 for Testing Services, which means we will be required to transfer \$15,000 from the \$600,000 in Owners Contingency to this line item.