



**MAYNARD  
TOWN SCHOOL BUILDING COMMITTEE**

**MEETING MINUTES  
Meeting # 66-11  
October 10, 2012**

**DRAFT**

<b>PRESENT</b>	<b>NAME</b>	<b>AFFILIATION</b>	<b>E- MAIL DISTRIBUTION</b>
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	✓
x	Matt Briggs	Committee	✓
x	Philip Berry	Committee (School Committee)	✓
x	Anthony Midey	Committee	✓
x	Ken Neuhauser	Committee	✓
No	Jen Gaudet	Committee (FinCom)	✓
No	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 and Pat Saitta, Municipal Building Consultants and Brooke Trivas, Tappé Associates

School Building

## October 10, 2012

### Meeting opened at 6:40 PM

- **Safety:**

- **Safety issues highlighted in the schools.**
  - No discussion

- **Finance:**

- **Review and approve project change orders (If applicable)**

MBC and Tappé presented change order #9 in the amount of **\$26,296.00** which includes the following items:

PCO#24R1: Cost associated with steel and roof modifications of the auditorium roof which was installed per the approved shop drawings, but does not conform to the contract documents. The changes were required to maintain the design intent of the auditorium roof. The cost of the changes was requested by the general contractor. Cost \$12,750.00

PCO#33R1: Cost associated with additional storm piping vent, requested by the general contractor. Changes reflect field and submittal reviews Cost \$793.00

PCO#35R2: Cost associated with additional framing details at the loading dock canopy and the canopy at the entry to Auditorium requested by the general contractor. Changes reflect field and submittal reviews Cost \$16,740.00

PCO#60: Credit associated with the omitted W10s at RTU support, requested by the design team. Changes reflect field and submittal reviews. Credit (\$3,987.00)

A motion was made by Anthony and seconded by Matt to approve change order #9 as presented, in the amount of **\$26,296.00**, all present voted approval.

- **Review and approve any project bills presented to the committee.**

Jerry presented the following invoices for the committee's approval:

- Fed Ex - \$25.00 - for shipping of monthly ProPay to MSBA - motion by Anthony, second by David, all present voted approval
- Andelman and Lelek Engineering - \$4,535.00 - for submission for energy rebates from NSTAR - motion by Anthony, second by Matt, all present voted approval
- ProAV Systems - \$4,589.99 - for the equipment for the training room at the old high school that is being "tested" and will be moved to new building - motion by Anthony, second by David, all present voted approval
- Municipal - \$31,510.00 - for monthly OPM services - motion by Anthony, second by Matt, all present voted approval
- Tappé Associates - \$30,072.00 - for monthly construction phase services - motion by Anthony, second by David, all present voted approval

- Briggs Engineering - \$17,779.00 - monthly inspection testing services, older invoices are included as they were pending awaiting a formal contract extension signature - motion by Anthony, second by Matt, all present voted approval
    - CTA Construction - monthly requisition in the amount of \$1,667,542.00, for the work completed through September - a motion was made by Anthony and seconded by Matt, all present voted approval.
- **Full Committee:**
  - **Approve minutes:**
    - Motion made by Ed and seconded by Phil to approve the September 12th meeting minutes as submitted. All present voted approval
  - **Overall progress:**
    - Municipal - Construction update / General schedule update:
      - MBC provided a general update on the progress of the project.
      - Progress in all areas is going well.
      - Area A is now catching up with the steel and slabs being completed.
      - MEP rough in progressing well. RTU's set on roof and in process of being connected.
      - Permanent gas and electrical services are almost complete
      - Exterior envelope work is progressing well. Brickwork occurring in all areas. Metal panels and other finishes have started.
      - Sitework - drainage is continuing
      - Project is roughly 50% complete at this requisition
      - Manpower count is hovering around 75 each day.
      - The contractor, MBC and Tappé are monitoring the schedule closely. CTA has set a milestone of Thanksgiving to have the entire building enclosed. This is being monitored closely.
- **Open issues/New Business:**
  - School Committee members reviewed discussion on backstops and concerns with foul balls. A "cage" style backstop was reviewed. School Committee will review with new Athletic Director. Tappé will review with David Larson and will get budget pricing. It was discussed that it's possible to add this work via change order.
  - Tappé to update committee on FFE design meetings - they will begin over the next few weeks. Budget will be monitored closely.
- **Next Meeting: November 14, 2012 at the school department offices**