

JOHN F. KENNEDY MIDDLE SCHOOL BUILDING COMMITTEE
MEETING MINUTES
June 4, 2020

A meeting of the John F. Kennedy Middle School Building Committee held via a virtual meeting, on June 4, 2020.

1. **CALL TO ORDER** The meeting was called to order at 6:34 pm by Randy Daigle

2. **ROLL CALL**

MEMBERS PRESENT

Randy Daigle, Gina Cekala, David Costa, Amy Dennis, Katelyn Dunn, Scott Kaupin, Walter Kruzel, Kevin Margolfo, Michael Monteforte, Joe Muller, Jeff Okun, Greg Strich, Stacy Thurston

ALSO PRESENT

Chris Cykley, Bruce Kellogg, Jill Lekse, Amar Shamas

MEMBERS ABSENT

Rose Bouchard, Chris Clare

3. **APPROVAL OF MINUTES**

Motion made by Greg Strich to Accept the Regular Meeting Minutes of May 21, 2020, with corrections
Seconded by Scott Kaupin
Motion passes

4. **COMMITTEE GUESTS**

None

6. **ARCHITECTS UPDATE**

Bruce states we are in the process of scheduling meetings on technology equipment. Our intent is to complete the process and get it to the State OSCG in August so that technology can be approved. The piece prior to that is FF&E and we talked about expediting the FF&E schedule. We will be presenting an FF&E package to this committee at the July 2nd meeting for your review and approval. In that presentation we will have the furniture, the budgets. We will need the building committee approval to go to the State for their review and approval. Then our intent is to meet with the board of education either on July 7th or July 14th to get their approval. Right now we have a tentative date with the State for Thursday, July 9th for their review. Our office has had meetings with Andrew, Chris and the appropriate people. Our plan is to have all the answers and I think we are in good shape. Now that we are in construction you will hear Chris, Randy and Amar talk about building construction and the design team shifts from the lead role. Jill is one of our project architects, will be our main contact during construction. We submitted sets of documents to the building department and the fire department for permitting. We are having ongoing review sessions with them to be sure they understand the documents. Some of the comments are COVID related. The meetings have been positive. I think we are nearing the finish line where permits will be issued. From a construction standpoint the permits are required and I don't think there is anything that has held up the process. The local officials are good to work with. We had some initial reviews with them relative to the project approach and the project phasing. Now it is getting into the details. They want to be sure student safety is first and foremost.

Jill states I agree we are on the right track. The focus of our meeting was on the swing space. There were discussions on how we would handle the emergency lighting for the classrooms in the swing space. It was decided that the generator at the school would provide the lighting. We discussed doors and being sure paths of egress were not blocked. It was very productive.

Bruce states those conversations were to educate the local officials on the steps and level of protection that is provided and the thought process of the temporary classrooms. How they are intended to function and we have done everything

possible to ensure the spaces are safe and secure. They were positive meetings. This is a unique building with a lot of systems such as technology, heating, cooling, electrical. We had lots of good conversations.

Gina states I asked a few months ago about the athletic fields. Did you look at that? Making sure you have fences and the fields are the appropriate size?

Bruce states we went back to the landscape/site/civil engineer. They put dimensions on the drawings.

Randy asks if Bruce could send the drawings to him and he will forward to Gina.

Walter states if the BOE needs to have a special meeting on July 7th, it can be arranged.

7. CMR REPORT

Amar states Marcus Brennan couldn't join us this evening and I am covering for him. The GMP signoff took place on the 20th. Gilbane mobilized to awarding contracts, about 30 contracts went out. We're moving rapidly through those awards. We understand the urgency to the schedule as it relates to releasing materials, submittals. That is the process with working with JCJ and their design team as it relates to reviewing those submittals which will take place in the next 3 months. The submittals coming up are site, mechanical, electrical, steel and foundations to begin the project on schedule. The permits are an ongoing process to make sure they are in place. The trailer permit has been granted. The building department and fire have been phenomenal to work with. Our trailer is on site and the site contractor, Milton Beebe mobilized last Monday. They started developing the laydown area, installing temporary utilities, working on erosion control, site fencing, removal of topsoil and excavation for underground foundations. Ferguson, which is one of our key subcontractors which is providing our mechanical, electrical and plumbing packages which is about 35% of the project, they will be mobilizing onsite this coming Monday. Their primary role is being involved in making safe all the mechanical, electrical and plumbing to support the demo activities. They will be making sure everything is safe before we start taking it down. They will also work on fire alarm coordination and underground coordination. The BIM process will be starting rapidly. The process needs to be very efficient as it relates to installation. This process will be ongoing for the next 4 to 5 months. The design team will be involved and the subcontractors will be working with them collaboratively. This building has a relatively tight ceiling space. Again, they will be working on the underground coordination and rapidly move up to the ceiling areas. Another area we are going to be focus on is the mechanical space the boiler room addition and the new addition that houses the mechanical switch gear area and the fire pump area. Black Water Fire Protection will also be mobilizing on Monday and they will be involved in the sprinkler systems and will be involved in the coordination process. Tomasso is doing the concrete work and they are looking to mobilize on the 15th, their primary role is to make sure the foundations start mid to late June. QSR, our steel contractor, their process and procurement preparing all of shop drawings for the steel. Netservices will be providing all the teledata and low voltage work, they will be mobilizing next week also to coordinate data infrastructure for phase I. Lockheed windows, critical component to the project they will be providing all the walls and windows and are working through submittals at this point. GDS is our general trade contractor, drywall/framing contractor and they will be mobilizing by the end of next week to start working on the swing space area. AAIS our demo contractor has mobilized on site and they have started demo in the pool area and associated locker room areas, along with demo in the B wing and mobilizing into the F wing next week. We are going to be in multiple areas working with AIAS. They will also be mobilizing in the boiler room after the area is made safe. This will give you a snapshot of what is happening in the next few weeks. If you have a desire to walk through the areas we welcome you. Our superintendent or project manager would walk with you.

Greg asks are they required to have an OSHA10 certification for walk throughs?

Amar states it is not required. At the high school it was offered to the committee.

Randy states even with that certificate you still need to check in the trailer, sign in and be escorted. No one is allowed to walk around the site. As you can see there is a lot going on.

8. OWNERS REP REPORT

Chris states we have had a few meetings with the building official and the fire marshal to discuss comments related to the building permit. We are resolving them, they are not critical. A lot of them are clarifications of the intent such as egress. We have been given the go ahead with the temporary classrooms. That is set to progress on Monday. We have packed up and moved out of the black, blue and yellow wings. All the furniture and contents that are moving into the temporary spaces are in the corridors of red, white, the hub and part of the administration wing. Monday, a general demolition crew is going to start in the black and blue wing then setting up containment for the asbestos abatement. Last week the finance department issued a purchase order for AAIS. They are contracted directly with the Town. TRC is the onsite monitor for all the abatement. They will verify everything, do testing pre and post verifications. In the girls' locker room they discovered some additional asbestos on the ductwork in there. There wasn't much, about 15 linear feet. That will come up as areas are exposed. We will be receiving the furniture for phase I in December/January. We will be ready for the February turnover. The manufacturers will hold the rest of the furniture until we are ready for it. As you know last week we went through the commissioning review.

Randy states the apparent winner is Innovative Engineering Services, IES. I have the score sheet and it went to Greg, the Vice Chairman. I will sign off on it, then Greg will sign off on it then it will go to Chris who is acting as the owners rep. The town can go into contract negotiations. Every meeting that we have, Chris from CSG is attending. He is representing the Town.

9. BUDGET SUBCOMMITTEE REPORT

Greg states the Budget Subcommittee reviewed and approved the following invoices.

Motion made by Greg Strich to Approve JCJ Architecture Invoice Number 14, dated May 31, 2020, in the amount of \$145,737.87

Seconded by Scott Kaupin

Motion passes by a show of hands

Greg states Gilbane has ATP's. ATP 1 and ATP 2 are on hold.

Motion made by Greg Strich to Approve ATP 3 – Additional Temporary Kitchen Equipment – in the amount of \$22,721.00 – Scope is to provide temporary food service tables and two mobile hand washing sinks that will be used in the existing auditorium on a temporary basis.

Seconded by Scott Kaupin

Amar states it's a process that we used at the high school and it stands of Authorization to Proceed. Every time there is a change on this project we assemble the pricing. The change is driven by several factors such as unforeseen conditions, owner change or design change revision. We then seek pricing from our subcontractors. We validate and review the pricing. We need to seek authorization from the building committee. That is what our contract states. Then it is presented from you.

Chris states we were able to repurpose some of the contract kitchen equipment for the permanent kitchen with the temporary serving line. This ATP is for equipment that is not part of the permanent design yet we need for the temporary line but we cannot use from the existing serving line. There are 4 mobile hot well serving tables which we need for the first year. Also included are the 2 portable hand washing stations that are required by the Health Department.

Randy states the units that are in the existing cafeteria. These need to be stand alone for the auditorium. This will be temporary. They cannot be used in the new kitchen. The town now owns them.

Motion passes by a show of hands

10. OLD BUSINESS

None

11. NEW BUSINESS

Randy states at some point we need to have a ground breaking ceremony. I'd like someone on the committee to organize that. If you are interested it, please email me. I understand that it won't be held for a month or two.

12. COMMUNICATIONS SUBCOMMITTEE REPORT

Mike states I'm hearing positive comments. He asks Amar for pictures and timeline of activities to put on the facebook page.

Randy states at some point we wanted to do a public presentation. We may do a studio presentation for E-TV or YouTube to be as transparent as possible now that they are seeing construction on site. I'd like someone to think about working on that. If you are interested, please email me.

13. SCHEDULE NEXT MEETING

Randy states our next meeting is scheduled for June 11th at 6:30 PM. It will be short meeting for an ATP.

The project came in under budget and we'd like to look at some of the higher grade materials and add them in. There are some areas I'd like to talk to the committee about, doing some additional work. One area is the front exterior of the media center. It's not reimburseable because it's 18 years old. Some of the brick is falling down. I'd like to ask the architect to look at that. There is some other equipment that we may want to look at. Anything that is brought up at this phase will be deduct alternate. That's why there is 2 ATP's out there.

14. COMMITTEE COMMENTS

a. Liaison Comments

Joe states thank you. This is going very well.

Walter states thank all of you. Keep it up.

b. Committee Member Comments

c. Good to the Order

d. Any Happy News

15. ADJOURNMENT

Motion to Adjourn by Greg Strich

Seconded by Scott Kaupin

Motion passes by a show of hands

Adjourned: 7:22 PM