

Town of Millis

Elementary School Building Committee

Meeting Minutes of Tuesday, September 18, 2018

Call to Order: Wayne Klocko called the meeting to order at 7:07 p.m.

Meeting Attendees:

ESBC Voting Members:

Denise Gibbons, Diane Jurmain, Wayne Klocko (Chairman), Richard Nichols, Craig Schultze

ESBC Ex-Officio Members:

Sean Doherty, John Engler, Nancy Gustafson, Jason Phelps, Jeanne Thompson

Additional Attendees

Julie Allen – Agostini Construction

Kimberly Borst - ESBC Department Assistant

Jeff D’Amico– Compass Project Management

Jennifer Littlefield – Tappe Architects

Update on Construction Progress

Despite a couple of recent heavy rain days, the project continues to move along and is on schedule. The exterior masonry has been started. Work is continuing on the vapor barrier and framing. Almost all the interior walls are up in A and C wing, working on B wing now. The project is on permanent power as of today which is a major milestone. The large retaining wall at the back, south side of the site has been completed. Most of the roof drains have been tied into the permanent drainage system. Wire is being pulled through the building right now.

Looking ahead, exterior masonry should be finished by the beginning of December and the building will be weather tight well before that. Rooftop units will be placed on October 2nd. Babfar, a local Millis business, has generously offered to donate 4 temporary heating units to the project.

Coordination with Other Town Projects

Town Hall parking lot has been reconfigured by the Council on Aging entrance. A new guardrail has been created to section off parking from road. Previous entrance on Park Rd has been closed and all traffic has been routed to one entrance by the Town Park. Park Rd. has been converted to a two lane road and additional signage has been added. Initial concrete ramps were not up to quality standards so they were torn out and reinstalled.

Some follow up items remain. The existing Senior Center sign still needs to be moved. Additionally, during the heavy rain of the last few days, there has been some ponding happening up against the curbing by COA. It

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initially appears that the water dissipated in an acceptable amount of time, but Warner Larsen will be asked to follow up. The dirt area will be seeded and trees will be added when the rest are planted for the new school.

John Engler arrived 7:25 p.m.

The modular Extended Day classrooms were discussed. The school would like to explore the possibility of re-using them in some way. The school project owns the cost of demo. They don't need to be demoed, but if someone would like to reuse them the cost of moving them will be their expense. The timing of the move is crucial so that the project can continue on schedule. There would be a two week window after school gets out in which the modular classrooms would need to be moved or demoed. If the school determines that they aren't interested, they will offer to others within the town.

Utility Installation Update

Permanent power has been completed for the new school. Compass confirmed an energy rebate credit in the amount of \$32,558.30. A check will be issued to the town for that amount at the end of the project.

MSBA Update

Another MSBA reimbursement was received this week. Compass to check on email distribution list as many are no longer getting the reimbursement notification emails.

Color and Material Selection

Tappe reviewed color samples and material selections for the interior of the new school. Colors and materials for the entry were selected to make it feel welcoming. The ceiling is wood tone, the walls and floor have a gray stone look to them and there are some red highlights on some of the beams along the walls. The cafeteria was shown with a wood-look ceiling, red highlights and eggshell walls.

The gym will be painted Dover white with red/maroon mats along the wall. An 8 foot climbing wall run along one side of the gym. Tectum acoustic panels are proposed approximately 10 feet off the ground. The possibility of moving them up higher to try to avoid less damage from bouncing balls, etc. is being considered. Athletic wood will be used to cover the gym floor.

Classroom wings will have a color scheme that sets them apart from another. Each wing will have maple built in cubbies/cabinets. The steel beams will be painted with bright accent colors. The proposed color scheme varies by grades. Each classroom will have an accent color at the entry. The teacher planning area will be a mushroom color. The pre K/K wing is yellow with purple accents. The 3rd, 4th, and 5th grade wing has a blue color scheme and the 1st and 2nd grade wing has a green color scheme.

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The proposed colors and finishes for the most part were agreed on by the Committee. A slightly different green was proposed for the 1st and 2nd grade wing and some different carpet panel options are going to be investigated.

Proposed Log Benches

The proposal for salvaged logs to be used as part retaining wall/part seating was re-visited. Oak logs would be cut with flat tops and treated with a wood preserver. Oak will typically last 15 years if properly sealed. Longer if re-sealed every 3 years. Concern was expressed over ongoing maintenance of the logs and what happens when they are no longer viable. Consensus of the Committee was to see if a suitable alternative could be found at equal cost. If so, move forward with that. If not, remove.

FF & E

Samples of desks, chairs, cafeteria tables, and teachers' desks have been delivered to the school and set up in the library for the kids and teachers to look at and test. Once they decide what they like they will focus on MSBA collaborative purchasing. The school is currently inventorying things worth keeping. By early October they will have a list of what they want to hold on to.

Change Order Review and Approval

The following Potential Change Orders were reviewed by the Committee:

PCO 9 – \$819.00 – cost impact to furnish and install three additional mixing valves at kitchen.

PCO 15 – \$14,068.22 – time and materials cost and proposal cost for additional vent piping due to code requirement.

PCO 28 – \$1,262.44 – cost to furnish and install window at room A18.

PCO 29 - \$5,933.71 – cost for additional utility work on the new sewer main.

PCO 34 - \$3983.12 – cost for labor and material to install new junction box and upsize conduits from 2" to 4" for telecom line into existing high school.

PCO 36 - \$1,784.65 – labor and material cost to frame and drywall a soffit to enclose duct and plumbing pipe at Lobby.

PCO 37 - \$8,030.14 – cost impact to change standard exterior store front hinges to thermally broken continuous hinges.

PCO 40 – (\$69,221.00) – CREDIT to delete the exterior wood grain soffit panels from the metal panel subcontractor's scope of work.

PCO 42 - \$1,333.40 – cost for time and materials to increase pipe size.

Diane Jurmain made a motion to approve Change Order 5 which includes PCO's 9, 15, 28, 29, 34, 36, 37, 40, and 42 for a credit in the amount of \$32,007.00. Craig Schultze seconded the motion and it passed unanimously.

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Amendment 7 (Attachment F) to the designer contract for Millis Clyde Brown School was presented to the Committee for additional effort by Tappe Architects associated with revisions to the contract documents related to security design.

Craig Schultze made a motion to increase Tappe Architects' contract by \$9,520.00 for additional effort in regards to security design. The motion was seconded by Richard Nichols and passed unanimously.

Amendment 4 for Compass Project Management was presented to the Committee for the need for additional inspection budget to cover the continuous masonry inspections requested by Structural engineer and through wall penetration testing requirements that were not included in the previous testing and inspection amendment.

Wayne Klocko made a motion to approve an increase to Compass Project Management's Contract to \$100,000.00 subject to a written proposal from PSI. Craig Schultze seconded the motion and the motion passed unanimously.

Community Communications

New interior pictures with descriptions will be posted by the end of the week. Looking to post new pictures every two weeks.

Invoices

A bills payable schedule for Agostini Construction for construction fees through August 31, 2018 was reviewed.

Diane Jurmain made a motion to pay Agostini Construction \$2,050,100.55 for services provided. The motion was seconded by Craig Schultze and passed unanimously.

A bills payable schedule for Compass Project Management for project management services rendered through August 31, 2018 was reviewed.

Diane Jurmain made a motion to pay Compass Project Management \$65,408.43 for services provided. The motion was seconded by Craig Schultze and passed unanimously.

A bills payable schedule for Tappé Architects, Inc. for design services rendered through August 31, 2018 was reviewed.

Diane Jurmain made a motion to pay Tappé Architects \$45,111.70 for services provided. The motion was seconded by Craig Schultze and passed unanimously.

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A bills payable schedule for BETA was reviewed.

Diane Jurmain made a motion to pay BETA \$626.94 for services to be provided. The motion was seconded by Craig Schultze and passed unanimously.

A bills payable schedule for the Town of Millis for plumbing permit fees was reviewed.

Diane Jurmain made a motion to pay the Town of Millis \$954.16 for services to be provided. The motion was seconded by Craig Schultze and passed unanimously.

A bills payable schedule for Jody Cleary for CORI processing for the month of July was reviewed.

Diane Jurmain made a motion to pay Jody Cleary \$484.10 for services provided. The motion was seconded by Craig Schultze and passed unanimously.

Minutes

Meeting minutes from 8/21/18 were presented to the Committee for approval.

Diane Jurmain made a motion to approve meeting minutes from 8/21/18 as written. Craig Schultze seconded the motion and the motion passed unanimously.

Adjournment

Wayne Klocko made a motion to adjourn the meeting at 9:37 p.m. The motion was seconded by Craig Schultze and passed unanimously.

Submitted by:

Kimberly Borst
Department Assistant
Elementary School Building Committee
Town of Millis

The next meeting of the Elementary School Building Committee will be held on Thursday, October 11, 2018 at 7:00 p.m.