

DYIMS BUILDING COMMITTEE MEETING MINUTES



PROJECT: Dennis Yarmouth Intermediate MS
LOCATION: Virtual Meeting

MEETING DATE: September 1, 2022

ATTENDEES:

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|-------------------------|--|--|--|---|
| Bldg. Committee: | <input checked="" type="checkbox"/> Joe Tierney (JT) | <input checked="" type="checkbox"/> Sandra Cashen (SC) | <input checked="" type="checkbox"/> Robert Ciavarra (RC) | <input checked="" type="checkbox"/> George Davis (GD) |
| | <input type="checkbox"/> James Dykeman (JD) | <input checked="" type="checkbox"/> Carol Woodbury (CW) | <input type="checkbox"/> Chris Flanagan (CF) | <input checked="" type="checkbox"/> Mike Bovino (MB) |
| | <input checked="" type="checkbox"/> Robert Whritenour (RW) | <input type="checkbox"/> Ann Kneill (AK) | <input type="checkbox"/> Tim Blake (TB) | <input checked="" type="checkbox"/> Cleon Turner (CT) |
| | <input checked="" type="checkbox"/> Jenifer Legge (JL) | <input type="checkbox"/> Phillip Morris (PM) | <input checked="" type="checkbox"/> Gary Barber (GB) | <input checked="" type="checkbox"/> David Flynn (DF) |
| | <input type="checkbox"/> Greg Rounseville (GR) | <input checked="" type="checkbox"/> Will Rubenstein (WR) | <input checked="" type="checkbox"/> Curt Sears (CS) | |
| PMA: | <input checked="" type="checkbox"/> Chad Crittenden (CCr) | <input type="checkbox"/> Walter Hartley (WH) | <input checked="" type="checkbox"/> Mitch Miller (MM) | <input checked="" type="checkbox"/> Nick Hull (NH) |
| | <input type="checkbox"/> Jon Pope (JP) | | | |
| PE (Designer): | <input type="checkbox"/> Robert Bell (RB) | <input type="checkbox"/> Daniel Colli (DC) | <input checked="" type="checkbox"/> Andrew Hazelton (AH) | |
| Traverse (Site): | <input type="checkbox"/> Kris Bradner (KB) | <input type="checkbox"/> John Luca (JL) | <input type="checkbox"/> Justin Robertshaw (JL) | |
| Guests: | <input type="checkbox"/> Joe Glynn (JG) | <input type="checkbox"/> Eileen Whalen (EW) | <input type="checkbox"/> Todd Brayton (TB) | <input checked="" type="checkbox"/> Steven Faucher (SF) |

GENERAL

Item	Action/Due	Notes
6/2/22:01	SBC Monthly	Call to Order: Roll Call: 09/01/22: Meeting was called to order at 5:33 PM by Joe Tierney with 14 voting members present.
6/2/22:02	SBC Monthly	Approval of Minutes: Minutes from 08/04/22 MOTION: Motion by CS, second by CW. DISCUSSION: None. VOTE: JT-Y, RW-Y, JL-Y, SC-Y, CW-Y, WR-Y, RC-Y, GB-Y, CS-Y, GD-Y, MB-Y, CT-Y, DF-Y (14 YES, 0 NO, 0 Abstain)

DESIGN & CONSTRUCTION

Item	Action/Due	Notes
6/2/22:03	PMA Monthly	Master Project Schedule: Update 09/01/2022: The substantial completion date was reviewed and if the project is still on track. Furniture will start to be delivered starting October 17 th and that everything will be complete by January when the students move in.
6/2/22:04	PMA Monthly	Construction Update: Update 09/01/2022: PMA provided an update on the progress of construction. RTU's started up, power and gas turned on, Walkway on Station Ave has been paved, flooring ongoing in the classroom wings, scoreboard for athletic fields installed. PMA provided a look ahead for the next month.
6/2/22:05	PMA Monthly	Design Update: Update 08/04/2022: Athletic Field Bathrooms: PMA provided an update on the athletic field bathrooms, CC notes we will present the overall cost of the added bathrooms to the school building committee when we receive pricing. CS comments it would have been great to do these a year ago before we have all this work done already. Generator: PMA provided an update on the generator for the new school. CC mentions load bank issues that were causing the delay of the generator and we have now approved renting a temp generator to test life safety equipment and installing an external load bank. Traffic light: JT asks about the light in front of Admin. JP notes it will be operational by substantial completion October 14 th . Update 09/01/2022: Athletic Field Bathrooms: PMA provided an update on the bathrooms for the athletic fields. PE is working on the design with their subconsultants. MM mentions that we can proceed on T&M to get the utilities in place for the bathroom before final paving is complete. MM says an option is to split up this part of the project and do the utility work on T&M. JT asks how certain we would be on where the utilities would be for this. PMA notes the bathroom location is known and we just need to get utilities in before the sitework contractor final paves. JT says this is a smart idea to get ahead of this work. GD asks if we could have someone else come and do this work? CC says you would have to wait to do the final audit

		by MSBA until this work is complete. District would have to cover the 5% until the audit is over. GD asks about concessions stand. JT says it was mentioned but there is limited room for concessions stand.
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PROJECT BUDGET

Item	Action/Due	Notes
6/2/22:06	SBC Monthly	<p>Cashflow Update: Update 09/01/2022: Paid to date is \$77,224,176. 8% of project time remaining, 51% of project contingency remaining. PMA provides an update on the budget, contingency, MM notes there could be costs from Commodore and subs to finish the work on time. CC notes it costs us more to have commodore to stay the longer we push the project out further. Also notes that there is a reason to claim that the schedule is extended if we keep adding work and it is a real possibility. CS mentions there needs to be a school built in the future and it would look good to return some of the project's money.</p>
6/2/22:07	SBC Monthly	<p>FFE/IT Status and Budget: Update 08/04/2022: PMA reviewed update of current FFE/IT budget status. The chart shows items that have PO's issued in green. PMA says not a lot has changed since the last update. We are still under the budget set by the SBC. Update 09/01/2022: PMA reviewed update of current FFE/IT budget status. CC notes typically with FFE issues – we will only know what furniture will be here when it arrives. Has always been an issue item and we are tracking it with PE's sub consultant. The first shipment is scheduled for October 17th. MM gives an update on the budget. CC notes 940 enrollment is 85%.</p>
6/2/22:08		<p>Turf Field Change: Update 08/04/2022: PMA provided an update on the turf fields, turf and lights are scheduled to be here in September and the fields are progressing nicely. CS suggests a flagpole should be included for the fields and JT believes it should be there as well. Update 09/01/2022: Work is still ongoing. GB notes the district needs to plan ahead for the turf replacement in the next 10-15 years.</p>
6/2/22:09		<p>Change Authorization Review Update 08/04/2022: COR #104: Primus Cores This change is to switch the cores to match the rest of the buildings in the school district. CC notes we need approval for the \$81,385 for this change. DF mentions this system us used in all the other buildings and would be much easier for the maintenance department. MOTION: GB motions a not to exceed \$81,385 PM seconds. DISCUSSION: CC mentions going directly to Cape Cod lock and key is saving the district a bunch of money. GB mentions the original spec'd cores were Sargent and says the primus cores would have been more expensive to go with. JT mentions that we need to be careful with the contingency money. Hes okay with it to keep things moving forward. RC says there is one downside to one master key is that if you lose a master key every single key needs to be rekeyed. GB says master keys cannot be duplicated. VOTE: JD-Y, JL -Y, Ak-Y, TB-Y, GB-Y, MB-Y, DF-Y, CW-Y, PM-Y, WR-Y, RC-Y, GD-Y, JT -Y (13 YES, 0 NO, 0 Abstain) CS not here at time of vote.</p> <p>Update 09/01/2022: T&M for Bathroom Underground Utilities: MOTION: RW motions to proceed with T&M for underground utilities for the bathrooms and for TRC to track and approve this cost, Seconded by RC. DISCUSSION: Authorization to have TRC approve work to proceed with work. Underground utilities for the new bathroom will be installed on T&M basis before final pave and will be stubbed up where the bathroom location is. VOTE: JT-Y, RW-Y, JL-Y, SC-Y, CW-Y, WR-Y, RC-Y, GB-Y, CS-Y, GD-Y, MB-Y, CT-Y, DF-Y (14 YES, 0 NO, 0 Abstain)</p> <p>Admin Tree Removal: Motion: CT motions to proceed with the removal of the trees in front of the admin building and a second by JL. DISCUSSION: \$10,000 to remove trees in front of admin plus the planting plan and we will get a number from commodore. DF mentions most of the trees are sick anyways and he thinks they should be cleaned</p>

		<p>up now. CS worries people are going to be concerned about the trees coming down until the new planting are installed. CS worries about timing of this and when it will happen so the land isn't barren.</p> <p>VOTE: JT-Y, RW-Y, JL-Y, SC-Y, CW-Y, WR-Y, RC-Y, GB-Y, CS-Y, GD-Y, MB-Y, CT-Y, DF-Y (14 YES, 0 NO, 0 Abstain)</p> <p>Fence Around Field C: CW worries about outside equipment (dirt bikes, ATVs, etc.) being able to drive on the field out front on field C, MM notes we could get pricing for fencing all along the field. JT thinks this is important and it should be priced for a fence all around the field and taller fence in front of the road. Also want to add fencing on the admin side. Everyone thinks it is important and it is safety issue. JT wants pricing on fencing all around and the netting on the east side.</p>
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MISCELLANEOUS

Item	Action/Due	Notes
6/2/22:10	Record	<p>Public Comment/Questions: Update 09/01/2022: No public comment or questions.</p>
6/2/22:11	Record	<p>Adjournment: Update 09/01/2022: MOTION: CS motioned to adjourn made at 6:15. CW seconded. DISCUSSION: None. VOTE: All Vote to adjourn. Next Meeting date: 10/6.</p>

PMA Consultants assumes, to the best of our knowledge, that the above content of these Meeting Minutes depicts all that transpired during this Project meeting. All attendees are required to address by memo or via e-mail, any omissions, errors or inconsistencies in the reporting of these Meeting Minutes, to the writer, within two (2) business days of receipt of these Meeting Minutes.

PREPARED BY: Nicholas Hull, PMA Consultants LLC

DATE: September 1, 2022