

DYIMS BUILDING COMMITTEE MEETING MINUTES



PMA Consultants

PROJECT: Dennis Yarmouth Intermediate MS
LOCATION: Virtual Meeting

MEETING DATE: August 4, 2022

ATTENDEES:

Bldg. Committee: ☒ Joe Tierney (JT) ☐ Sandra Cashen (SC) ☒ Robert Ciavarra (RC) ☒ George Davis (GD)
☒ James Dykeman (JD) ☒ Carol Woodbury (CW) ☐ Chris Flanagan (CF) ☒ Mike Bovino (MB)
☐ Robert Whritenour (RW) ☒ Ann Knell (AK) ☒ Tim Blake (TB) ☐ Cleon Turner (CT)
☒ Jenifer Legge (JL) ☒ Phillip Morris (PM) ☒ Gary Barber (GB) ☒ David Flynn (DF)
☐ Greg Rounseville (GR) ☒ Will Rubenstein (WR) ☒ Curt Sears (CS)

PMA: ☒ Chad Crittenden (CCR) ☐ Walter Hartley (WH) ☐ Mitch Miller (MM) ☒ Nick Hull (NH)
☒ Jon Pope (JP)

PE (Designer): ☐ Robert Bell (RB) ☐ Daniel Colli (DC) ☐ Andrew Hazelton (AH)
Traverse (Site): ☐ Kris Bradner (KB) ☐ John Luca (JL) ☐ Justin Robertshaw (JL)
Guests: ☒ Joe Glynn (JG) ☐ Eileen Whalen (EW) ☐ Todd Brayton (TB) ☐ Steven Faucher (SF)

GENERAL

Item	Action/Due	Notes
6/2/22:01	SBC Monthly	Call to Order: Roll Call: 08/04/22: Meeting was called to order at 4:33 PM by Joe Tierney with 13 voting members present.
6/2/22:02	SBC Monthly	Approval of Minutes: Minutes from 6/2/22 MOTION: Motion by JD, second by CW DISCUSSION: None. VOTE: JD-Y, JL -Y, AK-Y, TB-Y, GB-Y, MB-Y, DF-Y, CW-Y, PM-Y, WR-Abstain, RC-Y, GD-Y, JT -Y, CS absent at time of voting. (12 YES, 0 NO, 1 Abstain)

DESIGN & CONSTRUCTION

Item	Action/Due	Notes
6/2/22:03	PMA Monthly	Master Project Schedule: Update 08/04/2022: No discussion of project schedule.
6/2/22:04	PMA Monthly	Construction Update: Update 06/02/2022: PMA provided a construction update for the month of May. Some milestone activities completed were RTU's set on roof curbs, finishes starting in D wing, and the kitchen cooler/freezer installed. MM reviewed progress photos showing recent progress at interiors, exteriors and site. MM reviewed lookahead schedule. Some lookahead items are auditorium MEP's, brick veneer on building A and B and painting in C wing. Discussion: JT asks about traffic light and when it will be placed – MM says we just got pricing today and the work will take place this summer. Update 08/04/2022: Turf Fields 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 requested a flag pole for the fields and JT believes it should be there as well.
6/2/22:05	PMA Monthly	Design Update: Update 06/02/2022: Exterior Signage: Commodore is currently pricing changing some of the exterior signage. Commodore was asked to change the DYIMS lettering on the south side of the gym to say "Dennis-Yarmouth Intermediate Middle School". The two signs on the main entrances were to be changed from "Mattacheese" and "Wixon" to "DY Intermediate" and "DY Middle". 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 .
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PROJECT BUDGET

Item	Action/ Due	Notes
6/2/22:06	SBC Monthly	Cashflow Update: Update 08/04/2022: Paid to date is \$77,224,176. 13% of project time remaining, 66% of project contingency remaining.
6/2/22:07	SBC Monthly	FFE/IT Status and Budget: Update 06/02/2022: PMA reviewed update of current FFE/IT budget status. The chart shows items that have PO's issued in green. 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.
6/2/22:08		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.
6/2/22:09		Change Authorization Review Update 06/02/2022: COR #081.2: Bulletin #32 - Turf Field Lighting DISCUSSION: MM notes this cost comes from our bid savings for the turf lights. CS mentions the \$87,000 cost for the supervision and says it shouldn't even be there. MM notes that item was already noticed by PMA and we did not want the \$87,000 to hold up the decision. CC mentions the disposal of spoils and the possibility of dumping it on site somewhere. CS notes the money approved last meeting should cover this already. GB mentions Cape cod tech cost was \$560,00 while ours was \$800,000. GB says prices are not going to go down as that was only 7-8 months ago. CW mentions approving the number as a do not exceed. GB agrees with Curt on the \$87,000 supervision cost. GB asks about the allowance repair line item and MM explains it covers anything that were to happen to the turf while installing. CC notes the allowance won't be used if nothing happens and it just would not get spent. JT asks if we get to use the remaining contingency to support this and CC notes it's all coming from one bucket anyways. MB asks if the lights extend the project does it push out the occupancy of the project? Lights should not hurt the certificate of occupancy. MB asks about use of field with this issue and MM says the gear won't really prevent you from being on the fields, but we will reach out to CB to see how this would work. SF mentions why are we lighting up both fields not just the football field. CW says you can play multiple sports on both fields. GB asks if you can light up both fields individually. MOTION: Motion by CW to not exceed \$1.598M. Seconded by PM. Vote: AK-Y, CW-Y, SC-Y, JD-Y, CS-Y, DF-Y, GB-Y, CF-Y, MB-Y, TB-Y, JL-Y, PM-Y, JT-Y. 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.

		<u>VOTE:</u> 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.
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MISCELLANEOUS

Item	Action/ Due	Notes
6/2/22:10	Record	<u>Public Comment/Questions:</u> Update 08/04/2022: No public comment or questions.
6/2/22:11	Record	<u>Adjournment:</u> Update 08/04/2022: <u>MOTION:</u> CS motioned to adjourn made at 5:04. PM seconded. <u>DISCUSSION:</u> JT says that he wants the meetings in person moving forward. <u>VOTE:</u> 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, CS-Y Next Meeting date: 9/1.

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: August 4, 2022