

Town of Millis

Elementary School Building Committee Meeting

Clyde F. Brown, Cafeteria

Meeting Minutes of Monday September 16, 2019

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:

John Engler, Nancy Gustafson, Jeanne Thompson

Additional Attendees

Julie Allen – Agostini Construction

Kimberly Borst - ESBC Department Assistant

Chris Eberly – Compass Project Management

Charlie Hay – Tappe Architects

Terry Wiggin – Millis Public Schools

Ribbon Cutting Ceremony

The Ribbon Cutting ceremony was well attended. Many community members were in attendance as well as state representatives Dooley and Linsky and State Senator Rebecca Rauche. MSBA officer Jack McCarthy was in attendance as well.

Update on Construction Progress

The playgrounds have been finished but still need to be certified. The certifier comes out on Wednesday to run tests and will likely give the green light at the beginning of next week. The playground fence is due in 2 ½ to 3 weeks, in addition it will take one week to fabricate and install. Permanent fencing should be complete by mid-October. The playground should be usable soon with temporary fencing.

The sports lighting is up and wired. The final connections need to be made and the school/town needs to determine a lighting schedule.

Good progress is being made on the demolition of the old school. The foundation is starting to be removed and Derenzo is coming back at the end of the week to work on underground drainage. It is looking like there will be three more weeks of actual demo. The hope is to have the binder in for the new parking lot and a new traffic pattern established before winter. Unforeseen hazardous materials and weather conditions could affect timing. Agostini was asked to expedite the process including overtime if necessary in an effort to get it done so that tennis courts could be finished for spring and parking and traffic flow could be established.

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The punch list started with 2031 items. 1445 have been closed which leaves approximately 600 in various states of processing. As punch list items are completed, retainage will be released. The ESBC needs to approve releasing retainage.

Water pressure was good for the opening of school. We are holding off on adding a pump because it is very expensive. Original estimate was \$35,000 but it is looking more like \$90,000. CCD is being withdrawn and we will continue to evaluate over the next few months. The low flow toilets are working OK.

FF & E

All major deliveries have arrived. There are some items that need to be repaired and some exchanges need to happen. WB Mason will be in this week to address issues and Virco will be replacing bands on desks. Invoices for both vendors are being held until work is done.

Change Orders

Change Order 22 totaling \$20,741.03 was presented to the Committee. It is comprised of the following Change Order Requests:

#97 – CCD #16, acoustic panel removal, \$1,918.35

#120 – fix false triggers at 109 traffic light, \$499.61

#111 – RFI 398, CO detection at kitchen hood, \$6,801.67

#117 – add sink shroud per RFI 395 per inspector requirements, \$11,521.40

Richard Nichols made a motion to approve Change Order 22, made up of Change Order Requests 97, 120, 111, and 117 in the amount of \$20,741.03. Denise Gibbons seconded the motion and the motion passed unanimously.

Look Ahead

Next look ahead will go out when the playgrounds are complete and ready for use and when demo is finished.

Invoices

A bills payable schedule for Agostini Construction for construction fees through August 31, 2019 was reviewed.

Diane Jurmain made a motion to pay Agostini Construction \$814,201.16 for services provided. The motion was seconded by Denise Gibbons and passed unanimously.

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A bills payable schedule for Compass Project Management for project management services rendered through August 31, 2019 was reviewed.

Diane Jurmain made a motion to pay Compass Project Management \$54,828.45 for services provided. The motion was seconded by Denise Gibbons and passed unanimously.

A bills payable schedule for Tappé Architects, Inc. for design services rendered through August 31, 2019 was reviewed.

Diane Jurmain made a motion to pay Tappé Architects \$31,258.81 for services provided. The motion was seconded by Denise Gibbons and passed unanimously.

A bills payable schedule for BETA for construction services from 7/1/19 – 8/2/19 was presented to the Committee for approval.

Diane Jurmain made a motion to pay BETA \$275.00 for services provided. The motion was seconded by Denise Gibbons and passed unanimously.

A bills payable schedule for Wimbledon 109 Tennis for court rental time was presented to the Committee for approval.

Denise Gibbons made a motion to pay Wimbledon 109 Tennis \$429.00 for court rental. The motion was seconded by Craig Schultze and passed unanimously.

A bills payable schedule for Robert H. Lord for stools was presented to the Committee for approval.

Denise Gibbons made a motion to pay Robert H. Lord \$8,832 for items provided. The motion was seconded by Craig Schultze and passed unanimously.

A bills payable schedule for BSN Sports for FF & E items was presented to the Committee for approval.

Denise Gibbons made a motion to pay BSN Sports \$5,871.89 for items provided. The motion was seconded by Craig Schultze and passed unanimously.

A bills payable schedule for Ockers for gym projectors and carts was presented to the Committee for approval.

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Denise Gibbons made a motion to pay Ockers \$4,532.00 for materials provided. The motion was seconded by Craig Schultze and passed unanimously.

A bills payable schedule for Oriental Trading for FF & E items was presented to the Committee for approval.

Denise Gibbons made a motion to pay Oriental Trading \$595.15 for items provided. The motion was seconded by Craig Schultze and passed unanimously.

A bills payable schedule for Monitor Equipment for shelving was presented to the Committee for approval.

Denise Gibbons made a motion to pay Monitor Equipment \$21,438.01 for items provided. The motion was seconded by Diane Jurmain and passed unanimously.

Minutes

Meeting minutes from 8/20/19 were presented to the Committee for approval.

Wayne Klocko made a motion to approve meeting minutes from 8/20/19 as written. Denise Gibbons seconded the motion and Diane Jurmain abstained. The motion passed.

Adjournment

Wayne Klocko made a motion to adjourn the meeting at 8:20 p.m. The motion was seconded by Richard Nichols 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 Tuesday, October 15, 2019 at 7:00 p.m.