

Name of Committee: Heath School Building Committee (SBC)

Meeting Date: February 06, 2012 Time: 8:30 am Location: Heath Cafeteria

Attendees indicated by x; names in bold- voting members

Heath School Building Committee

Kenneth Goldstein	x	Carrie Wilson	x	Will Spears (MDS)	x
Helen Charlupski	x	Charles Simmons	x	Brian Pace (MDS)	
Barbara Scotto	x	Jennifer Fischer-Mueller		Erin Chute Gallentine	
George Cole	x	Mel Kleckner	x	Ann Blair	
Carla Benka		Stacey McCarthy		Samantha Herrle (MDS)	
William Lupini	x	Daniel St. Clair	x	Rhonda Corey	
Sean Cronin	x			Sevetlana Bekker(MDS)	
Michael Shepard	x	Raymond Masak (OPM)	x		
Peter Rowe	x	Margaret Clark (MDS)	x		

Public Present: None

Topic: **Meeting Minutes Approval**

Helen Charlupski made a motion to approve the minutes of December 6, 2011. The motion was seconded by George Cole. The vote was unanimous to approve the meeting minutes.

Topic: **Project Overview**

The following project related topics were discussed during the meeting:

- Project Progress
- Budget Surplus- PFA Amendment
- Interior Finishes Update

Project Progress

Ray Masak presented Nauset Construction's (General Contractor) progress since the start of the project:

- Classroom Addition- Foundations completed
- Classroom Addition- Underground plumbing and electrical installed
- Classroom Addition - Steel erection completed including "topping off" ceremony

- Classroom Addition- Backfilling and removal of excess material continues

Ray Masak was asked when all phases of the project would be completed. Ray stated that all phases of the project would be completed on August 15, 2011. There was a question as to why the classroom addition would not be completed sooner as previously anticipated. Ray stated that the contractor had issues getting out of the ground and based on these difficulties, the schedule had no margin of error through the completion of the job. He also stated that the contractor had submitted a schedule showing a late completion date and that the Town and MDS had rejected this schedule and had requested a recovery schedule that was anticipated today.

Based on the scheduling issues, Ray Masak stated that the cafeteria and auditorium would be turned over to the contractor sooner (April 2) than anticipated. There was some discussion on the logistics of not having both these spaces. Carrie Wilson stated she was working on a plan with her staff regarding having lunches in the classrooms (similar to what was done at the Driscoll when that school's cafeteria was renovated)

Budget Surplus- PFA Amendment

Regarding the PFA amendment, Ray Masak stated that the Town working with the MSBA was able to maximize the available funding for the project increasing the budgets for technology and furnishings as well as adding back the budget for the replacement of the existing temperature controls. He then gave an overview of a memo and a Project Budget Analysis he had prepared regarding the PFA Amendment (attached).

Based on the above, it was noted that the project now had a budget surplus above the MSBA funding of \$316,000. Ray Masak stated that the MSBA had no objection to the Town using the surplus funding as long as the funding was used for projects that were completely independent from the project that was currently being funded. He stated that the surplus might be used for renovating the existing bathrooms (a priority requested by the parents) and replacing the existing play surface by the gym (a priority requested by the Parks department).

Interior Finishes Update

Based on previous requests by the committee, Will Spears presented MDS's latest version of the proposed floor patterns for the cafeteria. Overall, the committee leaned toward a square pattern with a "splash" of color. After some discussion regarding the colors of the tile, the committee took a vote regarding the tile colors that appeared to have consensus. The vote was 11 in favor and 2 against. Based on the vote, it was agreed that MDS could move forward with the pattern and color to provide direction to the contractor.

Topic: **New/ Old Business**

Change Orders . A question was raised regarding the status of change orders to date on the project. Ray Masak stated that the change proposals that have been approved by the architect and that need to be executed by the Town are approximately zero. He also stated that there is a change proposal (~\$5,000) for duct work in the cafeteria in which the architect has requested additional information and a claim (~ \$24,000) regarding color matching of the existing window frames which was denied by MDS – the contractor claims that the contract documents were ambiguous and MDS’s position is that the plans clearly state that color matching is required and the specifications state that the supplier must provide a full spectrum of colors (which in our opinion includes color matching) . When viewed in their entirety, it was our position that the contract documents are complimentary.

Auditorium. Helen Charlupski stating that the School Committee’s Capital Subcommittee would be meeting this Friday from 9:30 - !1:00 to meet with a parent committee who are in the process of formulating a plan for fund raising for a new auditorium. Ray Masak stated that the project at hand needed to be completed and closed out with the MSBA prior to any new construction related to the auditorium.

Winter Conditions. Based on the mild weather, a question was raised as to whether the town could request a credit based on the limited winter conditions needed for the project. Ray Masak stated that this was a lump sum bid and that it was not possible for the Town to determine the scope that was priced by the contractor.

Topic: **Proposed SBC Meeting**

The next meeting of the Heath School Building Committee is scheduled for Thursday April 5, 2012 at 8:00 AM.

Respectfully submitted,

Raymond Masak, PE
Owner’s Project Manager