

Bonded Capital Projects Meeting Minutes – July 19, 2012

Present: Bill Brennan, Karen Birck, Dick Dubow, Steve Pierce, John Murphy, Ty Tregellas

Agenda Items

1. We discussed at length the architect's bids for the roofing projects at Middlebrook and Comstock and also reviewed the additional information on mandays per phase based on Turner's interview of the three firms. After considerable discussion it was decided to award the project to Hoffman Architects for a base fee of \$104,550, plus reimbursables. The low bidder, SLAM, was disqualified because it was felt that their proposal lacked the level of service during the design phase, and the level of expertise during the construction administration phase by not having a roofing expert to inspect the roofing installation.
2. The proposals for the HVAC work at Middlebrook were also discussed and reviewed, however, it was decided to put these proposals on hold until the steering committee got better information from the school administration on the programmatic needs of this system and whether it needs to be a basic supplemental cooling system or a robust cooling system.
3. Comstock Building Evaluation - Bill Brennan explained that he met with KGD to review the draft of their evaluation report and that it was very comprehensive. A final draft should be distributed next week. The report prioritized the windows, the heating /ventilation system and the boiler as the highest priorities but they reviewed all other aspects of the building and the site. KGD budgeted the immediate deferred maintenance work at about \$3mm.
4. MD Forensic work – Tcco has been in discussion with your hygienist –ATC – to better understand the regulations of sampling asbestos containing materials in an occupied building. They confirmed that kids can not be in the building, and Tcco confirmed after the meeting that this work can be performed after the kids leave for the day as long as air tests confirm the proper clearance level before the kids return the next morning. Turner will set up a kick off meeting for next week based on this information.
5. Middlebrook / HS Toilet renovations – Tcco will prepare the architectural RFP once we receive digital plans of the HS floor plans to attach to the RFP. John Murphy to provide.
6. Middlebrook seating – It was decided that the B of Ed should proceed with the installation of the auditorium seating at Middlebrook, especially because the HVAC project is currently on hold.

7. **Next Meeting:** July 26, 2012 at 2:30 pm. Location Library – Presidents Room.