

**Permanent Building Committee
Meeting of December 18, 2014**

Approved 1-15-15

A duly called and posted meeting of the Permanent Building Committee was held at Town Hall, at 7:30 PM, December 18, 2014. Present: S Langer, M King, S Littlefield, R Shupe, Andrew To; *Others:* W Paul, M Burton, R Malenchewski, J Seeley, J Soucy, S Agostini

Citizen Speak: none

Fiske & Schofield

It was moved and seconded to approve the 10-23-14 meeting minutes. It was approved 2-0.

Var #	Request Fiske	Comments	PBC Action
F1	Sink Handles & soap dispenser closer to front	children usually use stool	NO
F2	Solve water draining over edge onto floor	Would require redesign	NO
F3	Sinks too shallow	ADA issue – must be code compliant	NO
F4	Add disposal to sink	SMMA check w BI for possible code issue; also check w FMD re maintenance	Pending
F5	Change project signage to match other schools	Proceed with signage as in specification	NO
Var #	Request/Schofield	comments	Status
S1	Bathroom stall occupancy notification		NO
S2	Sinks too shallow	ADA issue – must be code compliant	NO
S3	Add disposal to sink	SMMA check w BI for possible code issue; also check w FMD re maintenance	??Pending
S4	Change project signage to match other schools	Proceed with signage as in specification	NO
S5	Signs smaller to fit besides doors		NO
FS1	Add film to obstruct view for safety purposes; WFD requested all paper be removed		Pending

- **Grounds keeping**
 - CM will cut grass as fence is removed; Need confirmation in writing to FMD to clearly define ownership of maintenance of landscaping issues within the fence line. DWMP clarified that anything outside of the fence is owned by the FMD, and Agostini will give FMD access to the field.
 - OPM/GC to meet with M Quinn – Park & Tree – notes to follow
- **Moving**
 - Schools prefer crates to boxes;
 - State contract FAC78 – OPM to prepare RFP/SOW – choose 3 vendors to distribute
 - Prepare scope per school –list of everything to be moved
 - OPM to contact each principal;
 - Form - same for each school; for each room/location;
 - Unit prices for some items;
 - To be done by Jan 5
- **PBC Meeting schedule:** through winter: 2nd thur of each month; see agenda for dates
- BI – include in pre-con mtg; ask if he wants minutes
- **Supt meetings** – As per initial agreement, OPM update meetings with Supt and Principals will take place once per month;
 - OPM will schedule meeting with other departments to address specific topics as needed;
- There will be no OPM update at School Com meetings;
- **Faculty Meeting** – OPM will lead meeting to discuss packing and moving;
- **Parents Meetings** - unclear whether parent issues can be addressed through web page

It was moved and seconded to approve the Fiske & Schofield Construction Manager's, Agostini, GMP in the amount of \$15,917,566.93. It was approved 6-0.

It was moved and seconded to approve Fiske & Schofield OPM Amd 3 for CA Services (\$594,552) and Clerk of the Works (NTE \$249,1360 in the total amount of \$843,688.00. It was approved 6-0.

It was moved and seconded to approve the Fiske & Schofield SMMA Amd 5 for \$524,000 for CA Services. It was approved 6-0.

- **Middle School**

- PBC open to some additional architect fee;
- PBC is waiting for additional information on greenhouse from OPM;

It was moved and seconded to approve the following Minutes: 12-4-14, 12-11-14. It was approved 3-0.

Requisitions

It was moved and seconded to approve Fiske & Schofield CM, Agostini, Req 8, for \$7,421.70. It was approved 5-0.

It was moved and seconded to approve Architect's Bundle GC, Delulis Bros, Req 7, for \$37,556.50. It was approved 5-0.

It was moved and seconded to approve the following invoices: It was approved 3-0

Newton Electric	WHS – Bball Crt	Inv 01032331103	\$	171.40
Newton Electric	WHS – Bball Crt	Inv 01032787001	\$	1.82
Newton Electric	WHS – Bball Crt	Inv 01033006701	\$	770.96
SMMA	Fiske & Schofield	Inv 0041925 - Arch Add'l Design Fee	\$	36,000.00
MIIA	Capital Projects	Builders Risk – Donizetti,HVAC,FS Flr, Aud Stg	\$	2,866.00
MIIA	Capital Projects	Builders Risk – Donizetti,HVAC,FS Flr, Aud Stg	\$	-1,123.00
KM Travel Reimbursement		F&S Registry	\$	8.08

The meeting was adjourned 9:45PM.

Respectfully submitted,



Kathy Mullaney
Projects AdministratorPbc Min 12-18-14 rev 1-9-15