

Caleb Dustin Hunking School – Haverhill, MA

Meeting Minutes

School Building Committee (SBC)	Date:	May 24, 2016
	Location:	Shawmut Construction Trailer, Hunking Construction Site

Attendees:

Name	Assoc.	Present	Name	Assoc.	Present
<u>School Building Committee (Voting):</u>			<u>Joslin Lesser + Assoc/NV5.(JLA/NV5)</u>		
Mayor James J. Fiorentini	SBC	Y	Bill Cunniff	JLA	Y
Superintendent James F. Scully	SBC	Y	Jeffery Luxenberg	JLA	Y
Francis Bevilacqua	SBC	N	Adam Sniegocki	JLA	Y
Jonathan Goldfield	SBC	N	William Shaw	JLA	N
Orlando Pacheco	SBC	Y			
Michael Peugh	SBC	N	<u>JCJ Architecture (JCJ)</u>		
Robert Scatamacchia	SBC	N	James LaPosta	JCJ	N
Gail Sullivan	SBC	N	Doug Roberts	JCJ	Y
Ernest DiBurro	SBC	Y	Dan Ruiz	JCJ	N
Colin LePage	SBC	Y	Jim Hoagland	JCJ	N
Chuck Benevento	SBC	Y	Katy Lillich	JCJ	Y
<u>School Building Committee (Non-Voting):</u>			<u>Shawmut Design & Construction (SDC)</u>		
Thomas Geary	HPS	Y	John Hartshorn	SDC	Y
Jared Fulgoni	HPS	N	Bob Joubert	SDC	N
Stephanie Crostin	HPS	N	Joe Pollock	SDC	Y
			Lauren Slaven	SDC	Y
<u>Haverhill Public Schools (HPS)</u>			Andrew LaRosa	SDC	Y
Beverly Woodhouse	HPS	N	<u>Public:</u>		
Beverly Cassano	HPS	Y			
Kathleen Smith	HPS	N			
Julie Kukenberger	HPS	N			

Mayor Fiorentini called the meeting to order.

1. Approval of Meeting Minutes from April 26, 2016 SBC Meeting:

MOTION: made by Mr. DiBurro, seconded by Mr. Pacheco and approved unanimously, to approve the April 26, 2016 meeting minutes.

2. Construction Schedule Update:

NV5 summarized the progress made since the April 26, 2016 SBC meeting. The project is approximately 2/3 complete and is currently on schedule for substantial completion in January 2017. Safety and quality monitoring on the site continues to go well. Monthly meetings between the MSBA commissioning agent and the project team also continues to proceed according to schedule, with the first RTU in Area-A tentatively scheduled for startup in June. SDC and JCJ have been working in collaboration with the LEED consultant to track LEED certification points for this project; the school is currently on target for LEED Silver certification. JCJ is also working closely with the school department with regard to both furniture and also technology procurement, as those activities will commence over the summer. Exterior site and utility work will be re-commencing soon, with crews focusing on the grading, paving and curbing. The building envelope is complete, except for those areas currently being utilized for used for construction materials access. Interior work includes completion of the elevator installations, which await final inspection once tied into the building safety systems, along with installing interior finishes, such as flooring, painting, ceilings, glass, doors, tile and millwork in all areas.

3. Invoice Approval:

MOTION: made by Mr. DiBurro, seconded by Mr. LePage and approved unanimously, to authorize the following payment to NV5 for services rendered for the month of April 2016:

- Invoice #37 for OPM Construction Administration Services performed in April 2016 to the amount of \$47,500.00 by NV5.

MOTION: made by Mr. DiBurro, seconded by Mr. Pacheco and approved unanimously, to authorize the following payment to JCJ for services rendered for the month of April 2016:

- Invoice #23 for A/E Designer Construction Administration, Design Amendment #11 Services and Design Amendment #13 Services performed in April 2016 to the amount of \$93,769.43 by JCJ Architecture.

MOTION: made by Mr. LePage, seconded by Mr. DiBurro and approved unanimously, to authorize the following payment to SDC for services rendered for the month of April 2016:

- Invoice #12 for CM Construction Services for Construction Services in April 2016 in the amount of \$2,855,395.23 by SDC.



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MOTION: made Mr. Pacheco, seconded by Mr. DiBurro and approved unanimously, to authorize the following payment to JTC for services rendered for the months of May 2016:

Before a vote was taken to approve these testing services, Mr. Pacheco inquired into the reason for the retests on the invoice. Mr. Cunniff reported that there were some minor issues with some of the windows and that SDC, the window sub-contractor and the thermal/moisture protection sub-contractor have been investigating and correcting any issues revealed during the windows testing and that retests have confidently garnered passing results.

- Invoice #1510040-19 for Window Testing Services in May 2016 for the amount of \$4,500.00 by JTC.

3. Public Comment:

There was no public comment

4. Other Business:

An inquiry was made about the possibility of the projects future electric bills going through the City to avoid sales tax. Mr. Pacheco indicated that since the site needed a temporary electrical service, there has to be a new account created and therefore could not have been joined with the City. A possible solution was presented that the City could consider SDC's work as being done on the City's behalf and that would make it possible for them to bill the electrical bills through the City. Mr. Pacheco and Mr. DiBurro ended the discussion by agreeing to coordinate efforts on this matter after the SBC meeting.

5. Upcoming Meetings:

MOTION made by Mr. DiBurro, seconded by Mr. LePage and approved unanimously to schedule the next School Building Committee meeting for June 28, 2016 at 8:30 AM. The meeting will be located at the Shawmut construction trailer at the Hunking building site.

6. Meeting Adjourned:

MOTION made by Mr. DiBurro, seconded by Mr. LePage and approved unanimously to adjourn the meeting.

Prepared by: Adam M. Sniegocki, NV5
-End of Minutes-



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