

Caleb Dustin Hunking School – Haverhill, MA

Meeting Minutes

<u>School Building Committee (SBC)</u>	Date:	November 17, 2015
	Location:	Haverhill City Hall, School Department Conference Room

Attendees:

Name	Assoc.	Present	Name	Assoc.	Present
<u>School Building Committee (Voting):</u>			<u>Joslin Lesser + Assocs/NV5.(JLA/NV5)</u>		
Mayor James J. Fiorentini	SBC	Y	Bill Cuniff	JLA	Y
Superintendent James F. Scully	SBC	Y	Jeffery Luxenberg	JLA	Y
Francis Bevilacqua	SBC	Y	Adam Sniegocki	JLA	Y
Susan Danehy	SBC	Y	William Shaw	JLA	N
Jonathan Goldfield	SBC	Y			
Orlando Pacheco	SBC	N	<u>JCJ Architecture (JCJ)</u>		
Michael Peugh	SBC	Y	James LaPosta	JCJ	N
Robert Scatamacchia	SBC	Y	Doug Roberts	JCJ	Y
Gail Sullivan	SBC	Y	Dan Ruiz	JCJ	N
Ernest DiBurro	SBC	Y	Jim Hoagland	JCJ	N
Colin LePage	SBC	Y	Katy Lillich	JCJ	Y
Chuck Benevento	SBC	N			
			<u>Shawmut Design & Construction (SDC)</u>		
<u>School Building Committee (Non-Voting):</u>			Muharem Mahmutovic	SDC	N
Thomas Geary	SBC	Y	John Hartshorn	SDC	N
Principal Jared Fulgoni	SBC	Y	Bob Joubert	SDC	Y
			Tim Hurdelbrink	SDC	N
			Sam Hanna	SDC	N
			Ryan Lynch	SDC	N
<u>Haverhill Public Schools (HPS)</u>					
Beverly Woodhouse	HPS	N			
Beverly Cassano	HPS	Y	<u>Public:</u>		
Kathleen Smith	HPS	N			

Mayor Fiorentini called the meeting to order.

1. Approval of Meeting Minutes from October 13, 2015 SBC Meeting:

MOTION: made by Mr. Goldfield and seconded by Mr. DiBurro and approved unanimously, to approve October 13, 2015 meeting minutes.

2. Construction Documents and Schedule Update:

William Cunniff from JLA/NV5 summarized the progress made since the October 13, 2015 SBC meeting. The project is currently on schedule and within budget. Coordination between the mechanical trades continues to go well. Work on the exterior envelope continues as masonry and sheathing work progress efficiently due to the good weather. Window frames are also onsite and installation will start soon. Area A roof has been completed, and the roofers have moved onto Area B. The North Parking Lot, utility corridor, and bus exit drive have been paved, creating better access/laydown area on the project site. Area B slab on grade is being placed today and structural steel continues with the final detail in-fill pieces. Temporary heat is anticipated soon, pending installation of the gas meter. JLA/NV5 has been monitoring all test results by John Turner Consulting, which remain positive; JLA will also be hosting a walk through with the Massachusetts School Building Authority (MSBA) later today.

3. Invoice Approval:

MOTION: made by Mr. Goldfield and seconded by Mr. Bevilacqua and approved unanimously, to authorize the following payment to JLA/NV5 for services rendered for the month of October 2015:

- Invoice #31 for OPM Construction Administration Services performed in October 2015 for the amount of \$47,500.00 by JLA/NV5

MOTION: made by Mr. Goldfield and seconded by Mr. Bevilacqua and approved unanimously, to authorize the following payment to JCJ for services rendered for the month of October 2015:

- Invoice #17 for A/E Designer Construction Administration performed for October 2015 in the amount of \$42,860.00 by JCJ Architecture.

MOTION: made by Mr. Goldfield and seconded by Ms. Sullivan and approved unanimously, to authorize the following payment to SDC for services rendered for the month of October 2015:

- Invoice #6 for CM Construction Services for Construction Services in October 2015 for the amount of \$2,498,867.01 by SDC.

NOTE: During this point of the invoice approval process, Mr. DiBurro inquired if any change orders had been invoiced yet. JLA/NV5 indicated that no Change Orders have been invoiced. JLA/NV5 also responded to several other inquiries, noting the following:

- 1) Full copies of the contractor requisition are sent to the MSBA each month
- 2) Billing to the GMP Contingency line item, for that portion above the budget line item, of the higher ceramic tile bidder, will start once that work has commenced.

- 3) **There is currently nothing being billed in the requisition for the Maintenance Building, as final design/options are being budgeted and approved.**
- 4) **Lien releases are included in the full requisition that is sent monthly to the District and to the MSBA.**

MOTION: made Mr. Goldfield and seconded by Mr. Bevilacqua and approved unanimously, to authorize the following payment to John Turner Consulting, Inc. (JTC) for services rendered for the month of October 2015:

- Invoice #1510040-08 for Testing Services in October 2015 for the amount of \$4,870.50 by JTC.

MOTION: made by Mrs. Danehy and seconded by Mr. Goldfield and approved unanimously, to authorize the following payment to Taylor Rental for services rendered in the month of October 2015:

- Invoice #24046-1 for rental services in October 2015 for the amount of \$668.00 by Taylor Rental.

The Committee voted unanimously to authorize payment of all invoices for services performed in the month of October 2015 totaling \$ 2,594,795.51.

4. Contingency Use Approval:

A GMP Contingency Use request has been made by SDC and presented to the SBC by JLA/NV5 for \$11,986.00. This work of this request is replace unsuitable soils that were discovered approximately 3' to 4' below grade, during the construction of the main school access drive. The committee asked why this condition and subsequent work were not included in the total project budget. It was noted by JLA/NV5, that despite the geotechnical subsurface borings and test pits that are conducted in a grid pattern cross the full site during design, and which are intended to give a broad representation of the overall site soil conditions, especially at building foundation areas, it is not unusual to discover pockets of unsuitable materials.

MOTION: made by Mrs. Danehy, seconded by Mr. Goldfield and approved by the committee to authorize the GMP Contingency use of \$11,986.00. Mayor Fiorentini voted against the allocation.

5. Change Order Approval:

A Construction Contingency Use request has been made by SDC and presented to the SBC by JLA/NV5 for \$4,596.00. This request is to fulfill a desire of the City of Haverhill insurance carrier, AIG, to include an infrared scan of the electrical switchgear equipment in the project. It was asked why this work was not included in the total project price. JLA/NV5 indicated that the work was not part of the contract documents, the request being made by the insurance carrier, acting on behalf of the City, during a review of the construction documents. The work is elective and could be tabled or rejected by the committee.

MOTION: made by Superintendent Scully, seconded by Mr. DiBurro and approved unanimously, to authorize the Construction Contingency use of \$4,596.00. A change order document and Budget Revision Request (BRR) will follow for signature by the City.

6. Public Comment:

- There was no public comment

7. Other Business:

Mr. DiBurro asked if we have proof of the Payment and Performance bonds. JLA/NV5 and SDC indicated that they do and will provide. Superintendent Scully also indicated that he has received reports of false rumors concerning changes to the school design and materials – there have been no such changes.

8. Upcoming Meetings:

MOTION made by Mr. DiBurro and seconded by Ms. Sullivan and approved unanimously for next School Building Committee meeting to be on December 8, 2015 in the School Department Conference Room at Haverhill City Hall at 8:30 AM.

9. Meeting Adjourned:

MOTION made by Mr. DiBurro and seconded by Ms. Sullivan and approved unanimously to adjourn the meeting.

Prepared by: Adam Sniegocki, Joslin, Lesser + Associates
-End of Minutes-