

Joint Building Committee Meeting

August 8th 2016

SAU 56 Conference Room

4:00pm

1. **Call to Order:** Bolduc called the meeting to order at 4:00pm and the following members were present: Bolduc, Gibson, Dumont and Messier. Also present was Supt. Mosca, Marie D'Agostino, Katelyn Carrington, Lori Lane, Joe Campbell, Ingrid Nichols and Andy Lucier.
2. **Approval Of Minutes:** A motion made by Messier seconded by Gibson to approve the minutes from July 25th 2016. VOTE: Motion passed, unanimously.
3. **Project Update:** Campbell stated that they are in crunch mode with a lot going on in the next few days. He stated that they are performing punch list items, and have cleaned and turned over some areas and they are heavy into the finishes such as light fixtures and installing toilets. He stated that some building commissioning meetings have been going on where they check the units that have been installed. He stated that things are coming together and it was amazing to see from the time he got there this morning to this afternoon how much got done today. He stated that the next two weeks will be the big push to get the spaces ready. He stated that cabinet casework and flooring are going in. He stated that they are starting to have occupancy meetings with the city next week. He stated that there is a lot to get done but he is confident we will get there. Messier stated that the door coming from the softball field is dirty and asked if that will get replaced or cleaned up. Campbell stated that nothing has been cleaned yet but it will all be cleaned.
4. **Budget Update:** D'Agostino stated that there have been two minor changes since the last time we met. The first one is that we approved \$501.78 for an exterior entrance sign which brings the owner contingency down to \$84,064 and North Branch had an expense for kitchen under slab revisions in the amount of \$14,445 which brings North Branch's contingency to \$110,000. She stated that on the last page are the pending items for the theatre lighting for \$159,310 and Lori will talk about other items today. She stated that under project related costs for furniture and equipment there was an allowance of \$500,000 and to date we have spent \$368,718 which leaves a remaining balance of \$138,282. Dumont stated that the action they took at the council, that money does not get reflected in here. Supt. Mosca stated no. Supt. Mosca stated that just to give an update, they had \$500,000 worth of furniture and equipment money and currently they have \$138,000 left. She stated that they have about \$84,000 in our contingency and North Branch has money as well. She stated that North Branch's contingency won't be released completely until a month or two after the project is completed. Today Joe released \$20,000 that will be put toward the cost of the theatre lighting and sound plus the rest of our equipment money will go to the theatre light and sound. She stated that they met this morning with Joe to go over the things left to do and created a priority list of items. She stated that the priority today is to approve the lighting and sound for the performing arts. She stated that then we have some small dollar amounts to be ordered as we move through, we have created a schedule and as each week ticks by Joe will have a better handle on what is happening. She stated that today we need to approve the lighting and sound as well as \$10,000 to be spent out of the contingency for marketing and digital media and then the hope is to come on the 22nd with the risers figured out. She stated that they received the responses back and there is a big range in price and we have to go through them all to make sure we are comparing apples to apples. She stated that on the 29th they will take care of the engineering equipment through project lead the way and then on September 12th they will have some more. She stated that none of the equipment they need at this point is earth shattering where we can't start school with the kids. Messier asked if they are sure that they want them to spend \$160,000 on the lighting and sound before the other minor stuff. Supt. Mosca stated yes because that is a big chunk of that program. D'Agostino asked if there are any other additional costs for the lighting and sound than what is listed. Campbell stated no, there was additional money for the electrical that was approved while I was away that needs to be approved but

not for this item. A motion made by Dumont seconded by Messier to approve change proposal #40 that was amended from the approved amount of \$34,278 to the new amount of \$35,761 a difference of \$1,483. VOTE: motion passed, unanimously.

5. **Approve Risers:** Discussed under budget update.
6. **Engineering Equipment Update:** Discussed under budget update.
7. **Medical Assisting Equipment Update:** Discussed under budget update.
8. **Final Decision Lighting/Sound:** Lane handed out the RFP results for the lighting and sound. She stated that there are two items one for Port Lighting in the amount of \$108,717.96 and one for the sound in the amount of \$50,591.94. Supt. Mosca stated that we will be paying for this through our remaining equipment money in the amount of \$138,282 and the \$20,000 from the north branch contingency. A motion made by Messier seconded by Gibson to approve RFQ 06-16 in the amount of \$108,717.96. VOTE: motion passed, unanimously. A motion made by Gibson seconded by Dumont to approve RFQ 07-16 in the amount of \$50,591.94. VOTE: motion passed, unanimously.
9. **Other:** Supt. Mosca stated that they are also asking them to approve spending \$10,000 out of the owner contingency, \$3,000 for marketing and \$7,000 for digital media. A motion made by Messier seconded by Dumont to approve spending \$10,000 out of the owner contingency, \$3,000 for marketing and \$7,000 for digital media. VOTE: motion passed, unanimously. Supt. Mosca stated that the plan for the next meeting is to come forward with the proposals for the risers. Bolduc asked them to prepare a sheet to look at on the reasons for the disparity in the prices. Lane stated that they are working on it. Supt. Mosca stated that the grand opening ceremony will be held on September 26th at 6:00pm at the CTC. Bolduc stated that the project is going fantastic and we have two fine companies working for us North Branch and Banwell and they are both doing a fantastic job. Gibson asked if at this point if there are any potential problems they foresee for this project. Campbell stated that they have problems come up every 15 minutes and we resolve them. He stated that do I know of anything right now, no but do we have a lot to be done, yes. He stated that the kids will be in but we will also be there behind the scenes to help when people have questions, it helps to make a smooth transition. Supt. Mosca stated that there will be a lot of moving pieces the next few weeks. Campbell stated that these are the hardest weeks of the project. Gibson asked if there are any issues with school starting. Lane stated no.
10. **Next Meeting:** The next meeting is August 22nd 2016 at 4:00pm at the SAU office.
11. **Adjournment:** A motion made by Dumont seconded by Gibson to adjourn. VOTE: Motion passed, unanimously. Meeting adjourned at 4:30pm.

Katie Krauss
JBC Recording Secretary

Pending Board Approval