

Little Compton School Building Committee

Meeting Minutes

May 8, 2012 – 6:00 pm

Wilbur School Commons

Members in attendance: Tom Alder, Kathryn Crowley, Bob Mushen, Mark Rapp, Benoit Gauthier, John Osborne, Donald Gomez, Dave MacGregor

Members absent: Jim Gibney

The meeting was called to order by Chairman Tom Alder at 6:00 pm

On a motion by Kathryn Crowley, seconded by John Osborne, it was unanimously voted to accept the minutes of the April 25th meeting.

Architects Report:

1. Briefly reviewed the status of Design Development. The documents are complete and have been sent to Daedalus for estimate. The estimate and updated Project Budget will be presented on 5/23/12. The documents will be sent for commissioning and acoustical review next week. Submission to RIDE for approval is still on track for the end of the month.

2. Briefly discussed the status of demolished or removed items from the building during construction. (i.e. existing generator, kitchen equipment, boilers, etc.) It was decided that the School Dept. would create a list and identify all items the town/school would like to retain for future use or sale. DBVW will make sure these items are clearly identified on the Documents.

3. The water supply to the building and neighborhood was briefly discussed. The plans incorporate backfeeding the tie-in for the other buildings which is located in the structure outside the cafeteria. The planned improvements to the school will require shut-down of the water line. A potential by-pass line around the building to the structure was discussed. DBVW will produce a narrative to obtain a cost from the estimator.

4. The science chemicals were discussed in regards to the OWTS System.

5. The need for a more comprehensive water test was discussed. GGD was authorized to provide the test. The additional cost will be handled as a reimbursable expense.

6. Existing site memorials were briefly discussed. A site plan will be marked-up by the building committee and school to ensure nothing gets disturbed by construction. DBVW will incorporate this

information into the documents.

7. The use of the playground during construction was discussed. Due to the extent of the adjacent excavations, this will be up to the school administration. A taller fence may be required to separate the areas. If the playground is not going to remain in use; then a temporary fence will be required to keep it closed.

8. Bond and BAN process was briefly discussed. The financial sub-committee will be formed to help determine the credit worthiness of the town and begin the application process.

9. Town approvals need to be determined. A meeting with local building and fire will be held to review the project and determine if any other approvals are necessary.

10. Temporary housing was reviewed. It was decided that the RFP for the modular classrooms will include an alternate to house the entire school on Veteran's Field. Utility costs need to be finalized. DBVW will produce a sketch to show how both modular structures fit on the field. The sketches should be reviewed by both local building and fire.

11. Commissioning review for the design was discussed. The committee approved continuing with Andelman & Lelek. A full RFP will need to be issued for the construction services. Alternatively, the school may opt to procure from the State MPA Bid List.

ACTION: On a motion by Bob Mushen, seconded by Mark Rapp, it was unanimously voted to accept the proposals from Andelman Lelek to provide commissioning services for both the design and development and construction documents.

12. The General Contractor prequalification process was discussed. The benefits were reviewed relative to having a reliable known, experienced list of bidders from which to solicit bids for the construction project. A condensed memo of the process was reviewed. The committee voted to approve DBVW to proceed with developing the prequalification documents and incorporating this process into the overall Project Schedule. **ACTION:** On a motion by Tom Alder, seconded by Ben Gauthier, it was unanimously voted to bring the contractor pre-qualification process from a discussion to an action item. **ACTION:** On a motion by Ben Gauthier, seconded by Mark Rapp, it was unanimously voted to recommend to the School Committee that funding be provided that would allow DBVW to manage and implement the General Contractor pre-qualification process. Ed Cifune would provide a proposal to provides services.

13. The school will advertise for the Clerk of the Works position next week.

14. The hazardous material abatement scope was briefly discussed. DBVW recommended that RI Analytical be contacted to review the DD

documents to verify the original estimate for this work. Daedalus will continue to carry the original amount in the estimate unless otherwise instructed by the Owner.

The next meeting would be on May 23, 2012 at 6:00 pm

On a motion made by Tom Alder, seconded by Kathryn Crowley, it was unanimously voted to adjourn at 7:50 pm.