

Little Compton School Building Committee

Meeting Minutes

May 23, 2012 – 6:00 pm

Wilbur School Commons

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

Members absent: Ben Gauthier, Jim Gibney

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

On a motion by Dave MacGregor, seconded by Donald Gomez, it was unanimously voted to approve the minutes from the May 8th meeting.

1. Briefly reviewed the Architect's Report from 5/8/12 building committee meeting. The site memorials were marked-up on a small site plan. These will be indicated on the documents.

2. Briefly reported on the meeting held with the building and fire officials. Minutes will be distributed.

3. The project schedule was discussed. New milestones were added for the clerk of the works, commissioning agent, hazardous material

monitoring, construction testing, temporary classrooms, and general contractor prequalification.

4. The Design Development estimate and project budget were reviewed. The project is currently over budget by \$565,166. The scope of the project may need to be revised to suit the budget. Items such as the lights may need to be reconsidered; but a compromise will be required to meet the NECHPS standards and obtain RIDE approval. DBVW commissioned a third-party to review the estimate since it is unknown if the price increases from the SD estimate are accurate. The report will be in hand next week. Project alternates were briefly discussed. The window replacement, band room cabinets and water line by-pass are not currently included in the project cost. These are adds if funds are available. The hazardous material scope has not yet been coordinated with the design development documents. A meeting with the food service vendor to verify the equipment is needed; this might also yield potential savings.

5. A list of improvements for possible donations and naming opportunities should be developed.

6. The acoustical review by Acentech was distributed.

7. The general contractor prequalification process was briefly discussed. The committee should review the draft documents for

approval next week. Ads will need to be placed thereafter. Ads might be placed in the Providence Journal, Fall River Herald News and the New Bedford Standard Times. Any questions during the bid should be handled by DBVW. After the bid, the committee will need to review and rank the firms.

The submissions should be sent to "Human Resources." The committee should review the allocation of evaluation criteria points. The bonding requirement should have language added to disqualify any firms who do not submit this information.

8. The RFP for the temporary classrooms will be placed next week.

9. The Clerk of the Works RFP is due on 5/29.

10. Finances and BAN process were briefly discussed. A draw down schedule and list of funds already used or earmarked is needed.

* Next meeting will be held on Wednesday May 30, 2012 at 6pm.

On a motion by Donald Gomez, seconded by John Osborne, it was unanimously voted to adjourn at 7:00 pm