

# SCHOOL BUILDING COMMITTEE MEETING MINUTES



Project: Tri-County Regional Vocational Technical HS  
Subject: School Building Committee Meeting No. 46  
Location: Remote via ZOOM  
Distribution: Attendees, Project File  
MSBA Module: 6- Detailed Design

Project No: MP20-28  
Meeting Date: 11/14/2024  
Time: 4:00 PM  
Prepared By: E. Grijalva

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## **Present**

Brian Mushnick\* SBC Member | Chair of SBC  
Karen Maguire\* SBC Member | Superintendent  
Jonathon Dowse\* SBC Member  
Dan Haynes\* SBC Member | School Business Admin.  
Harry Takesian\* SBC Member | Facility Director  
Dana Walsh\* SBC Member | TCRVTHS Principal  
Brendan Bowen\* SBC Member  
Tracey Stewart SC Member  
Trip Elmore DWMP- Project Director  
Mike Cox DWMP – Project Manager  
Elias Grijalva DWMP- Assistant PM  
Rachel Rincon DMWP= Assistant PM  
Vladimir Lyubetsky DRA- Project Manager  
Carl Franceschi DRA – Principal in Charge  
Steve Johnson Consigli- Sr. Project Manager  
Krisy Lyons Consigli – Sr. Precon PM  
Anjeza Gjata Consigli – Precon PM

## **\*SBC Committee Member**

Item No.	Description	Action
46.1	<p><b>Call to order:</b> 4:04 PM meeting was called to order by SBC Chair B. Mushnick, <b>7</b> of 11 voting members in attendance.</p>	Record
46.2	<p><b>Previous Topics &amp; Approval of October 10 ,2024 Meeting Minutes:</b>  A motion to approve <u>October 10, 2024</u>, previous meeting minutes as submitted was made by J. Dowse and seconded by D. Haynes.</p> <p>Discussion: None; Roll Call Vote: D. Walsh (Y), K. Maguire (Y), H. Takesian (Y), J. Dowse (Y), B. Bowen (Y), D. Haynes(Y), B. Mushnick (Y); Abstentions: None; All in favor. Motion passes.</p>	Record
46.3	<p><b>Invoices and Commitment for approval:</b></p> <p><b>Invoices for Approval:</b></p> <p>Firm: DWMP Invoice N0.033; Description: CD Phase + Bidding + 3<sup>rd</sup> Party Inspections Amount: \$137,233.00</p> <p>A motion to approve DWMP Invoice No.033, in the amount of \$137,233.00, was made by J. Dowse and seconded by D. Walsh.</p> <p><b>Discussion:</b>  M. Cox explains that this is the standard monthly invoice for the construction document phase, with added charges for the bidding phase, which will continue through April. The final item covers third-party soil testing by Yankee Engineers.</p> <p>Roll Call Vote: D. Walsh (Y), K. Maguire (Y), H. Takesian (Y), J. Dowse (Y), B. Bowen (Y), D. Haynes(Y), B. Mushnick (Y); Abstentions: None; All in favor. Motion passes.</p>	Record
	<p>Firm: DRA Invoice No.031; Description: CD Phase; Amount: \$1,432,500.00</p> <p>A motion to approve DRA Invoice No.031, in the amount of \$1,432,500.00, was made by J. Dowse and seconded by B. Bowen.</p> <p><b>Discussion:</b>  M. Cox explains that this is the standard monthly invoice for the construction document phase.</p> <p>Roll Call Vote: D. Walsh (Y), K. Maguire (Y), J. Dowse (Y), B. Bowen (Y), D. Haynes(Y), B. Mushnick (Y); <b>(1)</b> Abstentions: H. Takesian; Motion passes.</p>	
	<p>Firm: DRA Invoice PS006.009; Description: Amend 6; Inv#9; Geotech; Amount: \$2,227.50</p> <p>A motion to approve DRA Invoice No. 008, associated with Amendment No. 006, was made by J. Dowse and seconded by B. Bowen.</p> <p><b>Discussion:</b> None; Call Vote: D. Walsh (Y), K. Maguire (Y), H. Takesian (Y), J. Dowse (Y), B. Bowen (Y), D. Haynes(Y), B. Mushnick (Y); Abstentions: None; All in favor. Motion passes.</p>	

<p>Firm: DRA Invoice PSS8.002; Description: Amend. 8; Inv2: Geotech Engineering for Additional Soil Exploration; Amount: \$24,554.20</p> <p>A motion to approve DRA Invoice No. 002, associated with Amendment No. 008, was made by H. Takesian and seconded by B. Bowen.</p> <p>Discussion: J. Dowse asks, I see a limit of \$89,100. Once those funds are used, will we renegotiate a new amount? T. Elmore replies, yes, if we use it all, we'll renegotiate. Otherwise, any unused allowance will be returned as a credit.</p> <p>Roll Call Vote: D. Walsh (Y), K. Maguire (Y), H. Takesian (Y), J. Dowse (Y), B. Bowen (Y), D. Haynes(Y), B. Mushnick (Y); Abstentions: None; All in favor. Motion passes.</p>	
<p>Firm: DRA Invoice PSS10.001; Description: Amend.10 Inv#1: Geothermal Test Wells; Amount: \$67,369.50</p> <p>A motion to approve DRA Invoice No. 001, associated with Amendment No. 0010, was made by J. Dowse and seconded by H. Takesian.</p> <p>Discussion: M.Cox explains this invoice is for the geothermal test well completed in October.</p> <p>Roll Call Vote: D. Walsh (Y), K. Maguire (Y), H. Takesian (Y), J. Dowse (Y), B. Bowen (Y), D. Haynes(Y), B. Mushnick (Y); Abstentions: None; All in favor. Motion passes.</p>	
<p>Firm: DRA Invoice PSS11.001; Description: Amend.11; Inv#1 Geothermal Well Field Design and CA; Amount: \$47,850.00</p> <p>A motion to approve DRA Invoice No. 001, associated with Amendment No. 011, was made by D. Walsh and seconded by J. Dowse.</p> <p>Discussion: M.Cox states this is for the design of geothermal test well.</p> <p>Roll Call Vote: D. Walsh (Y), K. Maguire (Y), H. Takesian (Y), J. Dowse (Y), B. Bowen (Y), D. Haynes(Y), B. Mushnick (Y); Abstentions: None; All in favor. Motion passes.</p>	
<p>Firm: DRA Invoice PSS13.001; Description: Amend. 13; Inv#1: Environmental Testing Soil Export; Amount: \$20,631.51</p> <p>A motion to approve DRA Invoice No. 001, associated with Amendment No. 013, was made by J. Dowse and seconded by B. Bowen.</p> <p>Discussion: None; Roll Call Vote: D. Walsh (Y), K. Maguire (Y), H. Takesian (Y), J. Dowse (Y), B. Bowen (Y), D. Haynes(Y), B. Mushnick (Y); Abstentions: None; All in favor. Motion passes.</p>	

<p>Firm: Consigli; Description: Preconstruction Invoice #11; Amount: \$31,191.00</p> <p>A motion to approve Consigli Invoice No.011, in the amount of \$31,191.00 was made by J. Dowse and seconded by D. Walsh.</p> <p>Discussion: None; Roll Call Vote: D. Walsh (Y), K. Maguire (Y), J. Dowse (Y), B. Bowen (Y), D. Haynes(Y), B. Mushnick (Y); (1) Abstentions: H. Takesian (Y); Motion passes.</p>	
<p>Firm: Consigli Construction; Description: Bid Enabling Invoice #4; Amount: \$1,820,076.63</p> <p>A motion to approve Consigli Invoice No.010, in the amount of \$1,820,076.63 was made by J. Dowse and seconded by B. Bowen.</p> <p>Discussion: None; Roll Call Vote: D. Walsh (Y), K. Maguire (Y), H. Takesian (Y), J. Dowse (Y), B. Bowen (Y), D. Haynes(Y), B. Mushnick (Y); Abstentions: None; All in favor. Motion passes.</p>	
<p>Firm: Project dog; Description: Inv#22121: Bidding Platform; Amount: \$895.00</p> <p>A motion to approve project dog, in the amount of \$895.00 was made by J. Dowse and seconded by B. Bowen.</p> <p>Discussion: None; Roll Call Vote: D. Walsh (Y), K. Maguire (Y), H. Takesian (Y), J. Dowse (Y), B. Bowen (Y), D. Haynes(Y), B. Mushnick (Y); Abstentions: None; All in favor. Motion passes</p>	
<p>Firm: National Grid; Description: work order#10031040815; Amount: \$929.71</p> <p>A motion to approve the National Grid Invoice, in the amount of \$ 929.71 was made by J. Dowse and seconded by B. Bowen.</p> <p>Discussion: None; Roll Call Vote: D. Walsh (Y), K. Maguire (Y), H. Takesian (Y), J. Dowse (Y), B. Bowen (Y), D. Haynes(Y), B. Mushnick (Y); Abstentions: None; All in favor. Motion passes.</p>	
<p><b>Commitments for Approval:</b></p> <p>Firm: Consigli Construction; Description: Amendment No.002-Precast Design Assist; Amount: \$371,486.00</p> <p>A motion to approve Consigli Amendment N0.002, in the amount of \$371,486.00 was made by J. Dowse and seconded by B. Bowen.</p> <p>Discussion:        V. Lyubetsky mentioned that the cost of this amendment includes shop drawings, samples, and a mock-up of the precast.</p> <p>Roll Call Vote: D. Walsh (Y), K. Maguire (Y), H. Takesian (Y), J. Dowse (Y), B. Bowen (Y), D. Haynes(Y), B. Mushnick (Y); Abstentions: None; All in favor. Motion passes.</p>	

	<p>Firm: Consigli Construction; Description: Mini GMP#1 Site Enabling C.O#3; Amount: \$0.00</p> <p>A motion to approve Consigli Mini GMP#1 Change Order 003, in the amount of \$0.00 was made by J. Dowse and seconded by B. Bowen.</p> <p>Discussion:        M.Cox states this is an expense related to previously procured values—essentially the expenditure of allowances for unknown scope throughout the project. There’s no additional cost to the project; it was set aside for specific purposes, and now we’re using it.</p> <p>Roll Call Vote: D. Walsh (Y), K. Maguire (Y), H. Takesian (Y), J. Dowse (Y), B. Bowen (Y), D. Haynes(Y), B. Mushnick (Y); Abstentions: None; All in favor. Motion passes.</p>	
	<p>Firm: DRA Description: Amendment No.015- Geothermal Design Revisions; Amount: \$69,210.00</p> <p>A motion to approve DRA Amendment N0.015 request, in the amount of \$69,210.00 was made by H. Takesian and seconded by D. Walsh.</p> <p>Discussion:        V. Lyubetsky explains that this is for the revision of the mechanical, electrical, and other design elements related to geothermal change.</p> <p>Roll Call Vote: D. Walsh (Y), K. Maguire (Y), H. Takesian (Y), J. Dowse (Y), B. Bowen (Y), D. Haynes(Y), B. Mushnick (Y); Abstentions: None; All in favor. Motion passes.</p>	
	<p><b>Invoice Acknowledgement</b>        Firm: BETA; Description: Construction Services Scope &amp; Fee Amendment; Amount: \$21,780.00        Discussion: None</p>	
<p><b>46.4</b></p>	<p><b>Bid Package #3 &amp; #4 Update:</b></p> <ul style="list-style-type: none"> <li>• Bid Package #3: Structural Steel, Foundations, Geothermal Wells           <ul style="list-style-type: none"> <li>○ Bids have been extended to 11/15/2024</li> </ul> </li> <li>• Bid Package#4: Foundation Moisture Management &amp; Elevators           <ul style="list-style-type: none"> <li>○ Waterproofing, Damp proofing, Caulking Bids due 11/13/2024</li> <li>○ Elevators: Postponed</li> </ul> </li> </ul> <p><b>Discussion:</b> None</p>	<p>Record</p>
<p><b>46.5</b></p>	<p><b>Construction Update</b>        S. Johnson presents October updates and a four-week outlook. (refer to meeting packet for list of activities)</p> <ul style="list-style-type: none"> <li>• <b>Financials:</b> <ul style="list-style-type: none"> <li>○ Contract: \$12, 929,302.00</li> <li>○ Billed to date: \$6,066,494.00</li> <li>○ (48) Submittals Reviewed/closed; (4) submittals pending.</li> <li>○ (19) RFI’s reviewed/closed; (1) RFI pending</li> </ul> </li> </ul> <p><b>Next four weeks look ahead:</b> (refer to meeting packet for list of activities)</p>	<p>Record</p>

<p><b>46.6</b></p>	<p><b>Design Team Update</b></p> <ul style="list-style-type: none"> <li>• Project Team Weekly Meetings</li> <li>• Construction Manager Weekly Meetings</li> <li>• Design Team Weekly Coordination Meetings</li> <li>• Architectural Precast – Design Assist coordination with the sub-contractor. Preparing finish sample to be shared with the Design/Colors Group           <ul style="list-style-type: none"> <li>• Additional samples will be demonstrated as soon as it's available</li> </ul> </li> <li>• Site Enabling Construction Support – reviewing shop drawings, Request for Information</li> <li>• Work with the Project Team on Geothermal Design (Test Well Completed) – Bid Package October 16<sup>th</sup></li> <li>• 60% Construction Documents MSBA Submission – October 3<sup>rd</sup>, 2024</li> <li>• Foundations and Structural Steel Bid Package – October 16<sup>th</sup>, 2024</li> <li>• Meetings with the school to confirm Chapter 74 equipment and layouts – Date TBD</li> <li>• Meeting with DESE to review Chapter 74 spaces – required graphics distributed to the MSBA</li> <li>• Meeting with the Post Grad program to confirm equipment selection and layout</li> <li>• Meetings with the Academic Programs – completion by mid-November</li> </ul> <p>Discussion: None</p>	<p>Record</p>
<p><b>46.7</b></p>	<p><b>Request For Qualification Update</b></p> <p><b>Key Dates</b></p> <ul style="list-style-type: none"> <li>• December 12, 2024: Select Review Committee</li> <li>• January 01, 2025: Issue RFQ – Electronically</li> <li>• January 22, 2025: Qualifications Due</li> <li>• March 3, 2025: Issue Bid Package to prequalified firms</li> <li>• April 4, 2025: Receive and Open Bids</li> </ul> <p>Discussion: None</p>	<p>Record</p>
<p><b>46.8</b></p>	<p><b>Other Topics not Reasonably anticipated 48 hours prior to the Meeting.</b></p> <p>Discussion: None</p>	<p>Record</p>
<p><b>46.9</b></p>	<p><b>Public Comment:</b></p> <p>Discussion:</p> <p>T. Steward mentioned that she sent an email to Vlad and Carl at the end of October, inquiring about the Education Foundation commemorative bricks, and was looking for an update. My hope is that we can have a meeting next week. I don't expect we'll have anything ready by then, but it would be helpful if we could accommodate the ongoing additions and have a rendering or plan to share publicly, showing where the commemorative walkway will be incorporated into the building project. This will be important as we move into early 2025, when we really begin promoting and raising funds by selling these bricks, encouraging people to act.</p>	<p>Record</p>
<p><b>46.10</b></p>	<p><u>School Building Committee Meeting:</u></p> <p>School Building Committee Meeting – December 12, 2024</p> <p>School Building Committee Meeting – January 9, 2024</p>	<p>Record</p>

	School Building Committee Meeting – February 13, 2024 School Building Committee Meeting – March 13, 2024 Discussion: None	
<b>46.11</b>	<b>Adjourn:</b> 5:25PM motion was made by B. Bowen and seconded by J. Dowse to adjourn the meeting.  Discussion: None; Roll Call Vote: D. Walsh (Y), K. Maguire (Y), H. Takesian (Y), J. Dowse (Y), B. Bowen (Y), D. Haynes(Y), B. Mushnick (Y); Abstentions: None; All in favor. Motion passes.	Record

Sincerely,

Elias Grijalva, Assistant Project Manager

DORE + WHITTIER

Cc: Attendees, File

The above is my summation of our meeting. If you have any additions and/or corrections, please contact me for incorporation into these minutes.