



## Meeting Minutes

**Project:** MSAD 75 High School

**Date:** April 7, 2021

**Attendees:** MSAD 75 Building Committee  
Kathy Cogan, CHA Architecture

**Purpose:** Building Committee 76 Meeting started at 5:30pm

Topic/Time	Agenda/Notes	Action
<b>Minutes Acceptance</b>	<p>February 3, 2021 Meeting Minutes</p> <ul style="list-style-type: none"> <li>- Frank made a motion to accept the minutes; Kim seconded</li> <li>- Notes were accepted</li> </ul>	
<b>Public Comment</b>	<p>1. Jerry Merrill expressed concern that the baseball field is not ready to play on yet.</p> <ul style="list-style-type: none"> <li>• John thanked Jerry for his comments and asked Geoff Godo to respond</li> <li>• Geoff spoke about desire to get the infield turned over and dried out. Geoff and David met with Sports Field representative, Kevin Smith, today to discuss conditioning and next steps for the infield.</li> <li>• Kevin found the infield mix to be between 5 and 6 inches deep</li> <li>• Kevin recommends 3" depth for infield mix and offered two options for addressing softness               <ol style="list-style-type: none"> <li>1. Excavate and stockpile infield mix; build up sand layer; reinstall 3" of infield mix</li> <li>2. Condition infield mix with Turfis MVP to dry and firm up the mix. Suggested that this would be a short term solution.</li> </ol> </li> <li>• Chris Shaw recommended possibly getting someone who has not been involved in the field thus far to do this work</li> <li>• Brandy indicated that the Turfis solution was a bandaid and would like to see a permanent solution</li> <li>• Kim asked for clarification on how long each option would take and suggested that the conditioning be done so the team could play ASAP and the excavation solution be done after the season.</li> <li>• Mark suggested that the construction committee and CHA meet ASAP to get best solution enacted immediately.</li> </ul>	
<b>Subcommittee Reports</b>	<p>2. Updates from Subcommittee Meetings</p> <ul style="list-style-type: none"> <li>- Communications: no meeting to report; will meet this month to update; John suggested that resolution on the baseball field be part of the update</li> <li>- Technology / LC: Jodi reported</li> </ul>	

Topic/Time	Agenda/Notes	Action
	<ul style="list-style-type: none"> <li>• Meeting today to discuss technology package for the competition field.</li> <li>• Package will include sound system, speakers, mics, and assisted hearing devices</li> <li>• Package will be put out to bid: anticipated value is \$30-40K and within budget</li> <li>• Kathy to confirm conduit/power/data are all aligned with proposed package.</li> </ul> <p>- PE / Athletics: Mark presented purchasing items for review and approval by committee</p> <ul style="list-style-type: none"> <li>• Ropes Course: \$24,604</li> <li>• Scoreboard: \$91,981; engineering: \$600; installation: \$40,000</li> <li>• Safety Netting: \$14,430; installation: \$3,800; sleeves: \$1860</li> <li>• Rob and Holly expressed concern about using fundraising funds for the netting system since this was not part of their original charge.</li> <li>• Kathy clarified that the netting system was not supported by the State to be purchased with project funds</li> <li>• Chris suggested that the sleeves could be installed now and the netting system purchased at a later date.</li> <li>• Kathy clarified that the sleeves are already in the project since they have to be embedded in the curb during construction.</li> <li>• Kim moved to approve the purchase of the Ropes Course and the Scoreboard (with installation)</li> <li>• Frank seconded the motion</li> <li>• Geoff requested that the safety netting sleeves be purchased in order to have the coordinating sleeves installed during construction</li> <li>• Mark suggested that the sleeves be purchased with the operating budget. There will be a small credit from the contractor for the sleeves that are currently in the bid documents.</li> <li>• Motion carried.</li> </ul> <p>- Sustainability &amp; Building Systems:</p> <ul style="list-style-type: none"> <li>• Chris reported that the Infrared Thermography of the envelope was performed at 4am during the last week of February in order to get an appropriate temperature differentiation between indoor and outdoor air temps.               <ul style="list-style-type: none"> <li>○ Work was performed by BEA, the envelope commissioning agent</li> <li>○ Only 4 anomalies were discovered, which they indicated is very low for a building of this size.</li> </ul> </li> </ul>	

Topic/Time	Agenda/Notes	Action
	<ul style="list-style-type: none"> <li>○ Anomalies have been forwarded to the contractor to address.</li> <li>● Chris reported that the Energy Dashboard is almost ready to launch               <ul style="list-style-type: none"> <li>○ Chris sent screen shots to Donna and Krista so the student committee can provide input</li> </ul> </li> <li>- Student Advisory: no meeting to report</li> <li>- Fundraising:               <ul style="list-style-type: none"> <li>● Committee has identified the last few large donors they will be approaching</li> <li>● Working with Geoff on baseball field recognitions</li> <li>● Looking to do the Hall of Honors in the fall of 2022</li> </ul> </li> </ul>	
<p><b>Update from CHA Architecture</b></p>	<p>3. Kathy updated the Committee on:</p> <ul style="list-style-type: none"> <li>- Construction Update:           <ul style="list-style-type: none"> <li>● Punch list &amp; warranty work over April Break: installation of circulation pumps for radiant, gas panels in science room; Forum lights that have been flickering; window sills; painting touch up; science tables have been tested by ACD, and now one is being sent back to the mfr. for testing in their lab.</li> <li>● On schedule for August 1 substantial completion (punch list items to be completed)</li> <li>● Grading to subgrade; Jason Pollard met with team yesterday to review tolerances, sequencing, etc. Perimeter drain at the track is a critical installation – so Jason reviewed that with Crooker.</li> <li>● Concession building will start end of month</li> <li>● Onsite meeting today to coordinate with scoreboard installer</li> </ul> </li> <li>- Pay Requisition: #30 \$429,993 (\$271,807 in retainage) 94% complete by contract value</li> <li>- Change Order #31:           <ul style="list-style-type: none"> <li>● Dark Room Emergency Light Switching (\$1,426)</li> </ul> </li> <li>- CP 262 &amp; 263 amounts have been verified, but require <b>BC approval</b> <ul style="list-style-type: none"> <li>● 262: Asbestos Removal @ foundations and slabs = \$50,450</li> <li>● 263: Asbestos Mastic at Structural Steel = \$13,978 (was at \$53k)</li> </ul> </li> <li>- Kathy requested approval on CP 262 and 263 for inclusion in the next Change Order.           <ul style="list-style-type: none"> <li>● Kim made a motion to approve the change proposal; Frank seconded the motion; the motion carried.</li> </ul> </li> <li>- Work performed by others: \$44,000 (paid by contingency)</li> </ul>	



## Meeting Minutes

Topic/Time	Agenda/Notes	Action
	<ul style="list-style-type: none"> <li>- Chris clarified that the Snow Melt system was corrected during February break; however, there has not been a major snow event since then. Minimal black ice was melted by the snow melt system</li> </ul>	
<b>Budget Update</b>	<p>4. Mark C. reported;</p> <ul style="list-style-type: none"> <li>- More than 95% expended on the construction contract</li> <li>- 38% expended of the contingency</li> <li>- \$1.4M remains on the contingency line</li> </ul> <p><i>NOTE: the state will take back unexpended funds at the end of the project that are from the "state/local" share; Owner can retain unexpended funds from the "local only" share.</i></p>	
<b>Other Items</b>	<p>5. Kathy presented estimated fees from landscape architect to provide design / bidding documents for the Dining Commons patio</p> <ul style="list-style-type: none"> <li>- Mark recommended holding on this scope until the amount left in contingency is known.</li> </ul>	
	<p>Upcoming Dates:</p> <ul style="list-style-type: none"> <li>- Next Building Committee Meeting: - May 5, 2021 Location TBD at 5:30pm.</li> </ul> <p>Meeting adjourned at 6:49pm</p>	