

Wahconah Building Meeting Minutes

March 3, 2009

Meeting called to order by Jim Huebner at 7:00

Present: Jim Huebner (chair), John Bantjes, Susan Carroll-Lombardi, Billie Henderson, Jim Chivers, Rita Furlong, Bill Goddard, Marge Foster, Donna Harlan, George Desmarais, John Cramer and Jim Drawe.

Motion made by member Chivers and seconded by member Huebner

- To approve the minutes of the February 17, 2009 meeting.

Motion passed with one abstention.

Science Lab

- Jim Chivers reported that he and parent volunteers had completed some of the final painting and caulking in the lab the previous weekend as a follow-up to the SABIC workday.
- All of the equipment has been delivered and installed with the exceptions of the lights which are to arrive, Friday, March 6. The contractor said that it will take 4 days to finish installation of the ceiling and lights once they arrive.
- Jim Huebner reported two potential changes in costs. The contractor has promised to get the committee specific information as to the changes in cost of the plumbing and moving the vent pipe above the ceiling level.
- The next construction meeting in the science lab will be Thursday, March 05, 2009 at 3:30.

Roof Repairs

- The skylights (8 total) in the gym were scheduled to be installed last week. It was noted that the job had not been completed, probably because of bad weather.
- **Action item:** Jim Huebner will ask Mike Daniels for an update on this project.

Status of FFE, Gym Floor, Hall Lockers, Outdoor Track & Data Link

- George Desmarais reported that there are 1104 (7 ½ inch) lockers currently at Wahconah. 800 lockers are needed and several different configurations were discussed.
- Bill Goddard reported that the law requires that any space between the locker and the wall, ceiling or floor must be sealed and inaccessible to the outside.
- **Action item:** Jim Huebner will check with Jim Conro for an update concerning FFE and the hall lockers, and Rick White about the Data Link.
- **Action item:** Billie Henderson will talk with Bob Powell (athletic director) and Mike Daniels (head custodian) about getting 3 estimates for the gym floor

refinishing and the outdoor track repairs. Both of these projects will have to be done when school is out over the summer.

Project Tracking

- Marge Foster (CBRSD Business Manager) had several warrants for the building committee to sign.
- One question was raised concerning the portable dishwasher and refrigerator that were purchased for the science lab.
- **Action item:** Jim Huebner will confirm with Shawn Therrian about the dishwasher and refrigerator purchases being in the original scope of the project.

Motion made by member Huebner and seconded by member Bantjes

- To approve payment of \$930.64 to Barry Architects for copies of the plans and contracts distributed to potential bidders for the science lab project.

Motion passed. 11 yes and 1 no

- **Action item:** Jim Huebner will check with Barry Architects concerning the return of contract documents and drawings for those who wished to bid on the science lab project.
- **Action item:** George Desmarais will update the project tracking document to reflect the actual payments made to date, consistent with the warrants that the committee signed this evening.

RFS for Engineering

- George Desmarais had prepared a detailed document about what the bid package would contain: Request for Designers Services, Model Contract, Standard Designer Application Form for Municipalities and Public Agencies not within DSB Jurisdiction 2005, Required Certifications and Owner's Recommended Solution.
- George had created the "Owner's Recommended Solution" by modifying the last presentation that the Wahconah Building Needs Study Committee had made to the CBRSD school committee.
- The RFS includes 14 sub-projects, with projects 1-13 funded from Schematic Design thru Completion and project 14 funded for Schematic Design and Design Development only.
- **Action item:** George will modify the RFS to provide for the potential extension of project 14 to the completion stage when funding becomes available.

- Marge Foster recommended the following calendar for the Engineering RFS: March 11, 2009 – posted with Central Registry, March 26, 2009, 10:00 AM – pre-proposal meeting and April 8, 2009, 3:00 PM – Bids due to CBRSD Central Office.
- This calendar was agreed upon by the committee.

Motion made by member Huebner and seconded by member Bantjes

- To approve payment of up to \$2,500 for a legal review of the “model contract” included in the RFS for Designer Services for 14 projects at Wahconah Regional High School.

Motion passed unanimously.

- **Action item:** George Desmarais will change “the district” to read “the school committee” in the contract documentation, along with the other change previously mentioned in the minutes and forward the corrected documents to Susan Carroll-Lombardi and Marge Foster.
- **Action item:** Susan Carroll-Lombardi will ask the CBRSD attorney to review the contract.

OPM responses

- Wednesday, March 4 is the deadline for official response for the Owner’s Project Manger position. Although there was much interest in the position when it was advertised (22), the district has not received any official responses to date.
- The OPM subcommittee will continue to modify the questionnaire.

Motion made by member Bantjes and seconded by member Furlong

- To adjourn the meeting at 8:15 PM

Motion passed unanimously.

Meeting Adjourned

Next Meeting – Wahconah Building Committee –March 17, 2009– WRHS Library 7-9:00 PM