



Meeting Notes

Project: Kate Furbish Elementary School

Date: August 16, 2018 at 6:00 p.m.

Attendees: Lyndon Keck* of PDT Architects, Matt Pitzer of PDT Architects, Mark Wethli, Arthur Pierce, Phil Dionne, Sarah Singer, William Thompson, Elizabeth Sokoloff, Jeanie Doughty, Paul Persanoski, and Scott Smith

Purpose: Building Committee Meeting

These notes were taken by Lyndon Keck of his ability. If you find any corrections please notify PDT Architects within three (3) working days of receipt of these minutes.

Topic	Agenda/Notes	Action
	1. Call to Order: The meeting was called to order at 6:00 p.m. by Sarah Singer.	
	2. Matt Pitzer gave the Committee a summary of the bid opening conduct earlier in the day. <ul style="list-style-type: none"> - Bid summary is attached - The 3 competitive bids are all approximately \$2 million under the funded construction cost. 	
	3. Lyndon Keck gave an update to the Committee on the overall project budget. Highlighting 5 areas of the project which are currently funded below recommended levels. <ul style="list-style-type: none"> - Playgrounds are carried at the bare minimum \$105,000, PDT recommends adding an additional \$100,000 to this line item. - Furnishing and moveable equipment is funded at \$682,245, \$500,000 below the recommended level. - % for Art is currently unfunded. - Construction testing is funded at \$50,000, recommended is \$120,000 - Commissioning is funded at \$50,000, State of Maine recommendation is \$1/sf which would equate to \$90,000 <p>The recommendation for the funding adjustments to allocate money from the construction savings to these individual line items.</p>	
	4. Lyndon confirmed that there were no irregularities in the GC and filed sub bids. PDT recommends Brunswick move forward with the low bidders Ledgewood Construction, ES Boulos, Nichols Construction, Norris Prebble and AH Grover. \$20,290,170. (Corrected contract value) Meeting discussions used the value of \$20,280,170	
	5. Sarah Singer reviewed the list of alternates that were used as potential cost control measures during the bidding process.	

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	6. Sarah Singer asked if there was a motion to recommend Ledgewood Construction at the contract value of \$20,290,170 (corrected from \$20,280,170) including all alternates and 7B to the School Board. <ul style="list-style-type: none"> - Elizabeth Sokoloff motioned to call for a vote. - The vote was unanimous 	
	7. Paul Perzanoski presented to the building committee that Scott Smith the school departments director of facilities be recommend as the owner’s rep. This is a similar process that has been used by several school districts in the area. <ul style="list-style-type: none"> - The vote was unanimous for Scott Smith to be selected as the owner’s rep. 	
	8. Matt gave an update on construction testing agency procurement the following testing agencies have been solicited for testing proposals. SW Cole RW Gillespie FGS	
	9. PDT will work with Scott Smith to notify abutters of project of the status of the project and upcoming actives.	
	10. PDT introduce Tom Brubaker to the committee.	
	11. The next building committee meeting is tentatively scheduled for Thursday September 6 th at 6 pm.	
	12. William Thompson moved to accept the minutes from the previous meeting. <ul style="list-style-type: none"> - The vote was unanimous 	
	13. The meeting was adjourned at 6:45 p.m. <p style="text-align: center;">END OF MEETING NOTES</p>	