

Memorial Boulevard Intradistrict  
Arts Magnet School Committee  
Regular Meeting March 24, 2022

Present: Dr. Michael Dietter, Lori Eschner, John Lodovico, Stephan Masotti,  
Jaqueline Olsen, John Smith, Frank Stawski, and Chris Wilson

Also Present: Angela Cahill, Timothy Callahan, Dr. Catherine Carbone, Ed D'Amato Jr.,  
Tom D'Amato, Mike Lane, Roger Rousseau, and Frank Tomcak

**1. CALL TO ORDER**

The meeting was called to order at 6:31 p.m. by Chair Dietter.  
Reviewed the meeting norms

**2. APPROVAL OF MINUTES**

*On a motion by John Smith and seconded John Lodovico, it was unanimously voted to approve the minutes from the February 24, 2022 regular meeting.*

**3. PUBLIC PARTICIPATION**

There was no public participation at this time.

**4. PROJECT MANAGER'S UPDATE**

Presented by Tara Landon

- The building is progressing beautifully and is coming together
- The doors are arriving onsite ahead of schedule
- D'Amato Downes is working on tracking the long lead items
- The trailer has been removed from the site and the team has moved into the lower level
- Substantial completion is on schedule for June 1, 2022
- MovePlan is the move management company and is working through the logistics of the furniture move in
- The elevator is working
- There is still 1.4M in contingencies

**5. CHANGE ORDER APPROVAL**

*On a motion by Frank Stawski and seconded by John Smith, it was unanimously voted to approve the change orders for D'Amato Downes, a Joint Venture, totaling \$310,025.02 as recommended by the Memorial Boulevard Intradistrict Arts Magnet School Finance Subcommittee and to take any action necessary.*

**6. ARCHITECT'S UPDATE**

Presented by Mike Lane

- Architect has been receiving many compliments on the building

- Currently focusing on finishes
- FF&E furniture move in delivery dates have been received and are being coordinated by the move management company
  - MovePlan is working on a matrix indicating what room/when product will arrive
  - MovePlan is meeting with the CM on 3/25/2022 to review logistics of drop-off/staging space
- Equipment package is out to bid
- Technology package should be out to bid within the next week or so – there were last minute questions that needed to be answered
- QAM continues to mentor Bristol students
  - Student from BCHS that goes to QAM is a “future architect” – job shadowing and is looking forward to go to the BAIMS site on Tuesday.
  - There are two other students who will be at the site as well, one student shadowing the CM and the other is shadowing at Barnes Group – Bristol Press will be onsite to talk about the mentoring program
- Continuing to work with DDJV on RFI’s
- Reviewing submittals for closeout package

## 7. CONTRACTOR’S UPDATE

Presented by Frank Tomcak:

### Work Completed

- Lab faucets, gas valves, 3<sup>rd</sup> floor (academic wing)
- Set appliances, 3<sup>rd</sup> & 2<sup>nd</sup>, & 1<sup>st</sup> floor (academic wing)
- Taping & prime / paint walls substantially complete, ground floor (academic wing)
- Complete above ceiling work, ground floor (academic wing)
- Kitchen equipment install (hood / walk-in coolers)
- Prep / paint new gym with accent colors (addition)
- Gym Equipment installation (addition)
- Install material lift for costume shop substantially complete (addition)
- Drywall / taping / prime / paint / trim substantially complete, 3<sup>rd</sup>, 2<sup>nd</sup>, 1<sup>st</sup>, (theater wing)
- Studio theater flooring, (theater wing)
- Porcelain tile in bathrooms 3<sup>rd</sup>, 2<sup>nd</sup>, 1<sup>st</sup> (theater wing)

### Work In Progress

- Lab faucets, gas valves, sinks 2<sup>nd</sup> & 1<sup>st</sup> floor (academic wing)
- Millwork, ground floor (academic wing)
- Aluminum storefront / doors, existing building & addition
- Mechanical equipment startups / commissioning all systems
- Window treatments (academic wing)
- Stairwell rubber landings / treads, wood handrails (academic wing)
- Balance of interior railings (academic wing)
- Elevator 2 cab install (theater wing)
- Band, chorus, practice rooms taping/prime/paint / ceilings, lower level (theater wing)

- Re-mobilize to finish site activities / de-mobilize office trailer

#### **Work to Start**

- Final finishes (FE cabs, signage, wood railings, device covers, etc. (academic wing)
- Permanent room signage (academic wing)
- Hang wood doors (academic wing)
- Final cleaning (academic wing)
- Preliminary punch-list (academic wing)
- Wood flooring in gymnasium (addition)
- Wood flooring on the stage (theater wing)
- Balance of porcelain tile, lobbies, gallery, lower level bathrooms (theater wing)
- Set kitchen equipment (academic & theater wing)
- Hang drywall / tape / paint in recording studio, MIDI lab lower level (theater wing)

#### **Other Critical Items/Milestones**

- Procurement / delivery of long lead items
- Final testing / inspections

### **8. CHAIR REPORT**

#### **Presented by Dr. Dieter**

- There are 30 seats remaining to be filled for the middle school classes
- Pathways for the high school students are filling up quickly
- There is more interest than there are seats
- The teams are continuing with the FF&E planning and purchasing
- Technology package is in process with OSCGR
- Coordinating small wares is an ongoing process
- OTL has been bringing forward curriculum monthly
- A special thanks to the committee – Dr. Dieter recognizes they are all volunteers and wanted to express his gratitude and appreciation for their value and commitment to the project

### **9. EXPENDITURE REPORT**

- \$45,682,716.76 has been spent
- \$14,802,263.06 has been received from the state
- Waiting on payment for the last payment request submitted

### **10. OLD BUSINESS/NEW BUSINESS**

There was no old or new business at this time.

***On a motion made by John Smith and seconded by John Lodovico, it was unanimously approved to add an item to the agenda.***

***On a motion my John Smith and seconded by John Lodovico, it was unanimously voted to bring the approved November change orders to the floor.***

Tara Landon reported that at the November 18, 2021 committee meeting, PCO #267 was approved as a change order in the amount of \$6,693.53. This PCO was to add new monitoring modules for tamper and flow switches to the building fire alarm system. The charge should not have been approved as an increase to the GMP, it is paid for from the CM's contingency. The correct amount of the change order should have been \$33,865.00 not \$40,558.52. To correct the motion, the original motion must be rescinded and a new motion made.

***On a motion made by John Smith and seconded by Steve Masotti, it was unanimously voted to rescind the motion made on November 18, 2021 approving the change orders for D'Amato Downes, a joint venture, totaling \$40,558.52 as recommended by the Memorial Boulevard Arts Magnet School Finance Subcommittee.***

***On a motion made by Frank Stawski and seconded by John Smith, it was unanimously voted to approve the November 2021 change orders for D'Amato Downes, a Joint Venture, in the amount of \$33,865.00.***

#### **11. ADJOURNMENT**

The meeting was adjourned by Chair Dietter at 7:02 p.m.

Respectfully submitted,

*Tara Landon*

Tara Landon

Administrative Assistant/Operations