

Northeast Middle School Building Project Committee
Regular Meeting
Tuesday, July 18, 2023

Present: John Freimuth, David Hartley, Daniel Sonstrom, Kelly Roberts, Erick Rosengren, John Smith, and Frank Stawski

Also Present: Timothy Callahan, Dr. Catherine Carbone, Dr. Michael Dietter, Chris Gamber, Michael Lane, Rusty Malik, Frank Tomcak

The meeting was called to order at 6:00 p.m. by Chair Sonstrom

APPROVAL OF MINUTES

On a motion by David Hartly and seconded by Frank Stawski, it was unanimously voted to approve the meeting minutes from the May 16, 2023 and the June 6, 2023 meetings.

PUBLIC PARTICIPATION

There was no public participation at this time.

PROJECT MANAGER'S UPDATE

Presented by Timothy Callahan

- It was suggested to move the monthly building committee meetings to 5:30 p.m. Because of conflicts with some members, the meeting will stay at its regularly schedule time of 6:00 p.m.
- The former letter of approval for the NEMS project has been received. The project is currently on-time and under budget.
- Purchasing is working on finalizing the contracts with QAM (Quisenberry, Arcari, & Malik) and DDJV (D'Amato Downes Joint Venture). Both parties are willing to work with a "notice to proceed."
- The building committee will begin to meet monthly unless there is a need for additional special meetings. Design meetings will begin and will meet as necessary. Job meetings will begin shortly and will likely be weekly and the programming meetings with the administration are being scheduled now.

ARCHITECT'S UPDATE

Presented by Michael Lane

- There is a good base in the concept phase and are working into schematic design. SD is on schedule to complete in September 2023.
- The architects will work with the programming team and those meetings are being scheduled.
- The goal is to get the bid documents out by next summer

CONSTRUCTION MANAGER'S UPDATE

Presented by Frank Tomcak

- There was a kickoff meeting with the architect and the construction manager on July 17, 2023.

- The concept baseline schedule was reviewed and is on file in the Facilities Office.
- The team is looking into an early bid package that would include a site enabling component: set up temporary fencing, preparing the site prior to student's arrival in the fall. The PCR must be complete and approved before the bid docs can go out.
- The demolition of the existing NEMS will go out as a separate bid package.
- If there are concerns regarding activity on the jobsite, reach out to Frank Tomcak in the trailer.

OLD BUSINESS

There was no old business at this time.

NEW BUSINESS

- The fields will be offline beginning in June 2024.
- Extend invitations to the Transportation Director and the bus company for programming.
- Work with the Bristol Traffic Division for temporary traffic lights and signs.

ADJOURNMENT

The meeting was adjourned at 6:19 p.m.

Respectfully Submitted,

Tara Landon

APPROVED