

Wahconah Building Meeting Minutes

January 13, 2009

Meeting called to order by Jim Huebner at 7:00

Present: Jim Huebner (chair), George Desmarais, Susan Carroll-Lombardi, Billie Henderson, Jim Chivers, Rita Furlong, Bill Goddard, and Jim Drawe.

Action Item: Billie Henderson will revise and reissue the January 6, 2009 Meeting Minutes.

Funding Status

- Governor Patrick signed the "Home Rule Bill" into law and therefore validates the vote for CBRSD bonding authority for the Wahconah Projects, January 13, 2009.
- **Action Item:** Jim Huebner will oversee the process of getting a copy of the law to the CBRSD bond counsel and the potential lending banks.
- Securing a bond is estimated to be a two week process.

Electrical Repairs

- The electrical repairs have been completed in the auditorium, but more money was budgeted to make more permanent repairs in the future.

Science Lab

- The Science Lab subcommittee had met with two bid finalists for the Wahconah Science Lab Project on Tuesday, January 12, 2009.
- After interviewing representatives from Restorations of Hinsdale and Salco Construction of Pittsfield the subcommittee recommended that the building committee accept the bid from Salco Construction.

Motion made by member Huebner and seconded by member Chivers

- To accept Salco Construction of Pittsfield's bid of \$62,902 to serve as general contractor for the Wahconah Science lab project, including alternatives 1 & 2 as outlined by the architect.

Motion passed unanimously.

- It was suggested that WMECO be contacted to see if they would supply the energy efficient lighting specified in alternative 2 for the Science Lab.
- Barry architect, Wendy Brown offered several references for both of the finalist contractors at the Science Lab Subcommittee meeting.
- Members Bill Goddard and Jim Chivers have worked with both Salco Construction and Restorations, and highly recommended either firm.

- The plans for the science lab include new ceiling tiles, because the utilities that were formerly in the floor will now be above the ceiling. There was some discussion about the appropriate “r” value of the new ceiling tiles considering the future Greening of Wahconah projects and the pipes running above the ceiling tiles.
- **Action item:** Jim Huebner will contact Wendy Brown, Barry Architects, and notify both Restorations and Salco Construction to inform them that the committee has decided to award the science lab bid to Salco Construction.

Motion made by member Huebner and seconded by member Drawe

- To place an order for equipment requiring installation in the science lab from Sargent Welch (Quote # VBQ-3007599) including items 1,2,3,5 & 6 for \$13,098.76.

Motion passed unanimously.

- The amount of the order, \$13,098.76, is within the amount of funds already approved by the school committee, \$14,742, for science lab equipment purchases.
- The building committee will be seeking spending approval for \$614.40 for a resin top table that will hold a new vent hood.
- The committee decided to purchase the resin top table now and delay the purchase of a portable lab station, as unlike the resin top table, the portable station is not needed to install the vent hood.
- **Action Item:** Jim Huebner will contact Shawn Therrian, WRHS science dept. chair, to order the equipment as soon as possible.
- **Action Item:** Jim Chivers will contact Salco Construction and invite them to a planning meeting with SABIC, school and Science Lab Subcommittee representatives on Thursday, January 15, 2009 at 2:40 PM.
- **Action Item:** Susan Carroll-Lombardi will add the motion to hire Salco Construction as general contractors for the science lab project to the CBRSD Finance Subcommittee Agenda of their meeting to be held, Wednesday, January 21, 2009.

OPM and Design Services Requests for Service (RFS)

- Jim Drawe has completed the RFS for the OPM except the selection schedule.
- The committee agreed to the following selection schedule: January 19-Central Registration, February 2 –Informational Meeting, February 6 – Last Day for bids, February 13 – Responses due, February 20 – Short list compiled, February 23 – Interview short list, March 2 – final selection, March 9 – negotiation of rates, Week of March 9 – execute the contract.
- **Action item:** Jim Drawe will add the selection schedule and a request for a set of audited financial statements to the OPM-RFS.

- The Owner's Project Manager will be hired to oversee the 3 large projects 1) Greening of Wahconah, 2) Athletic Facilities and 3) Parking lot, Bus lane, Entry Way projects.
- An OPM must be a state certified procurement officer and have an architect's license or have more than 5 years experience managing public projects.
- **Action item:** Jim Drawe will contact the Adams-Cheshire Regional School District to obtain an electronic version of the advertisement boiler plate to be used in constructing the CBRSD ad for an OPM.
- **Action item:** Susan Carroll-Lombardi will contact the central office about placing the OPM ad and posting the ad with the central registry.
- George Desmarais will continue to work on the RFS for the engineer/architect for all of the remaining projects.
- George Desmarais has emailed us all copies of the OPM evaluation forms for review.
- The committee members that will be on the OPM evaluation subcommittee are George Desmarais, Jim Drawe, Bill Goddard and Marge Foster.
- **Action item:** George Desmarais will send his updated RFS to the committee electronically for their review and input.

Grants

- **Action item:** Susan Carroll-Lombardi will ask Donna Harlan, superintendent, about her progress in requesting energy audits for all of our school buildings, through the Department of Energy Audit Program.
- Jim Drawe reported that free audits are being made available from the State Department of Energy on a first come, first serve basis.

Motion made by member Henderson and seconded by member Chivers

- To adjourn the meeting at 8:30 PM

Motion passed unanimously.

Meeting Adjourned

Next Meetings – Wahconah Building Committee –February 3, 2009– WRHS Library 7-9:00 PM

MEETING PREVIOUSLY SCHEDULED FOR JANUARY 20 HAS BEEN CANCELLED.

