

Wahconah Building Meeting Minutes

December 16, 2008

Meeting called to order by Jim Huebner at 7:00

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

Motion made by member Goddard and seconded by member Chivers

- To approve the minutes of the November 18, 2008 meeting.

Motion passed with one abstention. (Carroll-Lombardi)

Status of Funding

- Jim Huebner reported that the bond legislation must go through 3 or 4 more steps to receive final approval.
- The committee hopes that this will happen before the end of this special legislative session, January 6, 2009, as this would allow the science lab project to continue on the planned schedule.
- **Action item:** Building Committee members are encouraged to contact our state representatives about forwarding the bond legislation.

Science Lab

- Jim Chivers had a list of all of the contractors that attended the “pre-bid informational meeting” for the science lab project on December 16, 2008. Approximately 20 builders, electricians and plumbers attended the meeting and received plans.
- The CBRSD central office will receive the bids for the science lab and Barry Architects will review the bids and references.

Electrical Repair

- Marge Foster reported that Crosier Electric was waiting for a part to make the repairs and that the part has been received. The repairs will be made over the holiday break.

Owner’s Project Manager (OPM)/Engineering Subcommittee

- Jim Drawe had emailed the committee a copy of the RFS for the OPM that he had completed except for the “timeline/schedule” and “evaluation forms.”

- **Action item:** Jim Drawe will confirm that the RFS copy that he sent to the committee 12/16/08 was the latest version of the document.
- George Desmarais reported that he had obtained a “boiler plate contract” from the MSBA (Massachusetts School Building Authority) for a RFS (Request for Service) for designer services.
- **Action item:** George Desmarais will scan the “example” contract questions and evaluations and copy this to the committee.
- **Action item:** All committee members should review and critique the criteria and evaluation questions for the contracts.

Motion made by member Furlong and seconded by member Goddard

- To adjourn the meeting at 7:50 PM

Motion passed unanimously.

Meeting Adjourned

Next Meetings – Wahconah Building Committee - January 6 & January 20, 2009 –
WRHS Library 7-9:00 PM