JOINT BUILDING COMMITTEE – GARRISON SCHOOL MINUTES

Meeting Type:	Regular Meeting
Meeting Location:	Supt Conference Rm, McConnell Center
Meeting Date:	**Tuesday, July 17, 2018**
Meeting Time:	**4:30 p.m.**

I. **CALL TO ORDER AND ROLL CALL:** A meeting of the Garrison School Joint Building Committee was called to order on Tuesday, July 17, 2018 at 4:33 p.m. in the Superintendent's Conference Room in the McConnell Center by JBC Chair Dennis Ciotti. In addition to Mr. Ciotti, present JBC members included, Carolyn Mebert, Karen Weston and Steve Haight. Keith Holt and Jan Nedelka were excused. Also, in attendance were Harriman representative Dan Bisson, Harvey Construction representatives Carl DuBois and Adam Reynolds, Clerk of the Works Mike Brooks, Business Administrator Libby Simmons and Principal Beth Dunton.

II. **CITIZENS' FORUM:** No one addressed the JBC.

III. **APPROVAL OF AGENDA:** Steve Haight moved, Karen Weston seconded to approve the agenda. An oral **VOTE PASSED 4/0.**

IV. **APPROVAL OF MEETING MINUTES FOR JULY 3, 2018**:
Karen Weston moved, Carolyn Mebert seconded to approve meeting minutes of July 3, 2018 as presented. An oral **VOTE PASSED 4/0**.

V. **MANIFEST APPROVAL:**
Steve Haight moved, Karen Weston seconded to approve manifest #GES42 to Harriman Architects for professional services in the amount of $4,655.19 through June 30, 2018. A roll call **VOTE PASSED 4/0.**

Steve Haight moved, Karen Weston seconded to approve manifest #GES43 to Harvey Construction for construction services in the amount of $866,410.87 through June 30, 2018. A roll call **VOTE PASSED 4/0.**

Mr. Reynolds summarized the manifest for the committee.

VI. **APPROVAL OF CHANGE ORDERS:**
It was determined that PCO #21 for added hand rails at cafeteria would be held until the next meeting since this may not be needed.

Karen Weston moved, Steve Haight seconded to approve PCO #22 for a change in entrance emergency lighting in the amount of $663.71. A roll call **VOTE PASSED 4/0.** This was due to a last minute code change.

Karen Weston moved, Steve Haight seconded to approve PCO #23 for a backflow preventer for the new boiler in the amount of $992.75. A roll call **VOTE PASSED 4/0.**

Karen Weston moved, Carolyn Mebert seconded to approve Owner's Change Order #014 in the amount of $63,923.09 to incorporate PCO's 16, 17, 18, 19, 24. A roll call **VOTE PASSED 4/0.**

VII. **HARVEY/HARRIMAN UPDATE:** Mr. Bisson stated that they are getting ready for and clarifying FFE deliveries. Vendors are finding it challenging to find people to deliver the items. Dates for deliveries are August 1 or August 8 depending availability of truck drivers.

Mr. Reynolds stated they everything is looking good on site. The cafeteria is fully demolished. Backfilling is occurring for the new restroom. Fire alarm panels and switch gear have arrived. Permanent power will be on next week. Bathroom fixtures are going in. Overall, they are in great shape and will be complete with this part in 2 ½ weeks. Inspections should start approximately August 6. Cubbies will be one of the last items installed.

VIII. **MOISTURE PROBE RESULTS:** Mr. Reynolds stated that results are in and the official report will be sent to the JBC. The probes came in at 93 and 99, with others in the mid 90's which shows there may be a potential issue. The readings were completed during the very hot period so that may affect the readings. If moisture mitigation is needed, there wouldn't be an additional cost to the JBC since it could be taken out of an allowance line that has a balance. If needed, a topical production will be added. They will continue to monitor and update.

IX. **ADMIN AREA UPDATE:** The administrative area is progressing well and will be put back together within 2 weeks.

X. **COMMITTEE FINANCIAL REPORT:** Ms. Simmons reviewed the financial report for the committee.

XI. **DRED UPDATE:** There most likely will be a meeting with the Department of Cultural and Natural Resources in August.

XII. **REVIEW ACTION ITEMS AND BUILD NEXT AGENDA:** Agenda items include bids, DRED update, financials, manifest, change orders, Admin area update. The next meeting will be July 31 at 4:30 pm in the Superintendent's Conference Room in the McConnell Center.

XIII. **MATTERS OF INTEREST**: none

XIV. **ADJOURNMENT:** Karen Weston moved, Carolyn Mebert seconded to adjourn the meeting at 5:18 pm**.** An oral **VOTE PASSED 4/0.**