

2/17/16

AVS Facilities Committee Meeting Minutes

Appleton Village School Library

Present: Keith Rose, Heather Wyman, Scott Wiley, Debby Keiran and Peter Beckett.

Also present: Mitch Daigle and Blaine Buck

Continuation of meeting on 2/16/16

The committee continued to review and define the scope of work for proposed AVS school renovations with Mitch Daigle and Blaine Buck from Cordjia Capital Projects, the desired provider of Owner's Representative services.

The Committee decided to divide the project into 3 parts, 2 of which would go out to bid, the third would be self-performed. The first bid package is a mechanical/electrical project, the second bid packages is a site/envelope project. Blaine agreed to make some calls to see how many mechanical/electrical contractors can be bonded.

Blaine explained the breakdown of administrative costs and reserves, fees and services for the project, including % contingency costs.

The committee discussed and reviewed the tight timeline of the project. Key dates such as the substantial completion date, bid submission dates, contract approval dates, and school committee approval dates were discussed.

We discussed how best to present information to the public at the informational meeting on Saturday, February 20th.

Next meeting is 2/23/16.

Minutes taken by Heather Wyman