

## Meeting Minutes

Name of Committee: Devotion School Building Committee

Meeting Date: 26 February 2018 Time: 8:00 a.m. Meeting Location: Brookline Town Hall, Room 103.

Attendees: See attached sign-in sheets.

Next Meetings (tentative): 16 May 2018, 8:00 a.m., Town Hall Room 103.

Topic: Meeting Minutes – Meeting Minutes of 25 September 2017 approved with 5 “yes” votes and 3 “abstentions”, Meeting Minutes of 11 December 2017 approved with 6 “yes” votes and 2 “abstentions”.

Topic: Project Update

T. Guigli stated that the project team would update the Building Committee on progress of work, schedule, budget, issues and FF&E procurement. J. Darling of HMFH Architects then presented a series of slides and offered a narrative to describe recent work progress.

Play field slides showed the exterior concrete paths and steps being installed. The pre-patinated copper at the play field elevation is planned to be installed in the next few weeks. The Babcock Street exterior elevation is complete including the sun screen implements on the fenestration. The Stedman Street wing exterior elevation is not as advanced as the Babcock wing, fenestration and curtain walls are being finished up and the pre-patinated copper is being installed. At the entrance, there will be a wood “Devotion School” sign. An aerial shot of the site work showed the binder course place for the cul-de-sac, the construction trailers gone and other site progress. Slides of the gyms showed the tectum panels in the small gym and the closing up of walls in the large gym, ceilings not installed yet. Work is progressing in the Library and Multi-Purpose Room. Slides of the corridors in Area “A” showed lockers, lighting, skylights, wall tile, millwork and benches, along with a project area in the “knuckle area”. Rubber flooring installation is ongoing in the classrooms and should be installed in the corridors in Area “A” soon. Finally, slides were presented showing the stairwells, cubbies and small project areas, the feature wall and floor plans. In response to a question, HMFH and SDC to confirm new flooring does not contain ACM.

In response to a question, T. Hurdlebrink of Shawmut Design & Construction (SDC) indicated about 25% of the Contingency within the contract between the TOB and SDC remains, however the projection through the end of the project indicates the balance should be mostly expended at that time. T. Guigli indicated the overall project is currently within the budget.

Topic: LEED requirements and Irrigation change

J. Darling summarized irrigation changes as described in a recent email to the committee. The area along the Babcock Street fence will have the provisions for irrigation of plantings removed. LEED has specific requirements for water conservation. The calculations as submitted by the contractor indicated that they are not reaching the required 50% reduction in anticipated water usage. The area along the Babcock Street fence is planned to have drought resistant plantings so the architect is confident that eliminating irrigation in that location is acceptable. The committee asked the architect and contractor to look into maintaining the planting in that location until such time as they are established.

Topic: Project Schedule

T. Hurdlebrink then presented a summary slide of the project schedule. He indicated the project is on time overall with the Substantial Completion date of 31 July 2018. AVB, exterior masonry, windows and curtainwalls are already at Substantial Completion, in his opinion. MEP rough-ins are nearly complete with all major equipment in place. Permanent power is live and the boilers are operational, although not under the temperature control system at this time. In the "A" wing, finishes and painting are ongoing. Drywall is mostly complete in the "C" wing, and is ongoing in the middle Area "B". Casework and millwork are being fabricated and are expected to be installed in April and May. Interior finishes will continue in the spring and early summer. Overall interior work is furthest progressed along the "A" wing; the flow of work runs around through Area "B" and "C". Site work and landscaping continues and will be finished in spring and early summer.

SDC is working with the TOB and design team to move the project along with keeping the focus on QA/QC and safety.

SDC is also closely coordinating with the TOB on planned furniture deliveries and moving schedules. The first phase of furniture is for Area "A" and parts of "B" including the Library and Administration Areas in early June 2018.

SDC continues to address neighbor concerns regarding noise and vibrations. They also send out a monthly update of construction progress via email to a google group.

Topic: Miscellaneous

The Committee stressed the need for proper training of all staff on the operation of building systems in order to properly maintain them and to maximize energy efficiency. The School Department will follow up with the Transportation Department on any proposed changes to staff parking, in accordance with the direction at the last meeting of the Transportation Board in December 2017.

Meeting Adjourned at approximately 9:10 a.m.

Respectfully submitted,  
Anthony Guigli, Owner's Project Manager

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