

BURLINGTON SCHOOL BUILDING COMMITTEE
Minutes of September 23, 2009

Chairman Thomas F. Murphy, Jr. called this meeting of the Burlington School Building Committee to order at 7:00 p.m. in the School Committee Room, Administration Offices, 123 Cambridge Street, Burlington, Massachusetts. Members present: John Clancy, Joe Impemba, Sonia Rollins, Gary Gianino, Michelle Burnham, Jenn Baxter, Kevin Sullivan, Karen Rickershauser, Eric Conti, Craig Robinson, and Chris Monaco. Also present: Architect Kevin Buckley, OPM Paul Griffin, and Neil Joyce.

Approval of Minutes

Moved by Mr. Gianino and seconded by Mrs. Monaco to approve minutes of 8/23/09; motion carried 10-0-0.

Memorial School Update

Architect Kevin Buckley reported on progress to date:

- goal of 10/15 for 90% completion of construction documents
- meetings with Board of Health completed
- subcommittee meeting with Planning Board and final meeting with Planning Board on October 1
- a meeting with town staff tomorrow to review kitchen
- a technical meeting was held with a consultant updating documents and next a meeting to be held with Memorial Principal, the Superintendent, etc.
- Kevin and OPM Paul Griffin have met twice to review constructability (staging, fences, roadways, etc.) for the phasing plan, which will be presented to the Building Committee when completed

OPM Paul Griffin is currently working on pre-qualifications of potential bidders; an advertisement has been submitted to the central register requesting that contractors pick up project documents, fill in information, and return in two weeks with qualifications, references, and requested documentation. Subcontractor bids are due in December and bids are due January 6. Craig Robinson will place an ad in the local newspaper. Paul is currently doing a check estimate and will follow up with John Jumpe of the SBA to ascertain that all required documentation for the Memorial project has been received.

Architect Buckley was requested to send a set of floor plans and the construction phasing plan to Building Inspector John Clancy. He was also requested to review the phasing plan and parking with Planning Director Tony Fields.

The Committee agreed that the next meeting will be held Thursday, October 22 at 7:00 p.m.

ADJOURNMENT

The meeting adjourned at 7:25 p.m.

Respectfully submitted,

Sharon Gilbert
Recording Secretary

Date submitted: 10/22/09
Date approved: 10/22/09