

PERMANENT BUILDING COMMITTEE
SCHOOL BUILDING COMMITTEE SUB-COMMITTEE
MEETING MINUTES



Project: Clinton Middle School
Subject: School Building Committee Meeting
Location: ZOOM
Distribution: Attendees, Project File
MSBA Module: D- Detailed Design

Project No: 202000640305
Meeting Date: 01/14/2025
Time: 6:30 PM
Prepared By: E. Grijalva

Name	Affiliation
Steven Meyer*	PBC Member- Superintendent
Chris McGown *	PBC Chair
Michael Ward*	PBC Member- Town Admin
Brian Delorey*	PBC Member
Mike Moran*	PBC Member
Shane McCarthy	SC Member/ Teacher
Tyler Steffey	SC Member / Principal
Trip Elmore	DWMP- Project Director
Terry Hartford	DWMP – Sr. Project Manager
Elias Grijalva	DWMP – Assistant PM
Sean Brennan	LPA A –Project Architect
Peter Caruso	LPA A – Project Manager
Chris Robinson	LPA A Sub-consultants
Beth Paulson	Fontaine Bros – Project Manager
Chelsey Mutrie	Fontaine Bros – Precon Manager

***PBC Voting Members**

Item No.	Description	Action
35.1	Call to Order & number of voting members present 6:32pm meeting was called to order by PBC Chair C. McGown with 5 of 7 voting members in attendance.	Record
35.2	<p>Previous Topics & Approval of December 03,2024 Meeting Minutes: M. Ward made a motion, seconded by S. Meyer, to approve the minutes from the December 03, 2024, meeting.</p> <p>Discussion: None; Roll Call Vote: B. Delorey (Y), M. Moran (Y), M. Ward (Y), S. Meyer(Y), C. McGown (Y); Abstentions: None; All in favor, motion passes.</p>	Record
35.3	<p>CMS Invoices for Approval</p> <p>E. Grijalva provides a financial update.</p> <ul style="list-style-type: none"> • 01/07/25: Received Executed PFA from MSBA • 01/08/25: Entered PFA Budget Details into Propay • 01/14/25: Invoices entered into Propay <ul style="list-style-type: none"> • Pending on MSBA to approve the information entered into Propay budget detail <p>Invoices submitted to date: \$998,844.00; Reimbursement to date: \$662,720.00</p> <p>Invoices entered on January 14, 2025:</p> <ul style="list-style-type: none"> • \$312,500.00 July • \$620,355.00 August • \$614,900.00 September • \$614,900.00 October • \$780,909.00 November • \$633,100.00 December • \$3,576,664.00 Total (Expected Reimb. \$1.57Mil+/-) 	Record
	<p>Invoice 1: DWMP Invoice No.027; Description: Design Development + Construction Documents; Amount: \$70,000.00</p> <p>S. Meyer made a motion, seconded by B. Delorey to approve DWMP Invoice No. 027.</p> <p>Discussion: None; Roll Call Vote: B. Delorey (Y), M. Ward (Y), S. Meyer(Y), C. McGown (Y); (1) Abstention: M. Moran (Y). Motion passes.</p>	
	<p>Invoice 2: LPA A Invoice No. 2220-2412; Description: Design Development; Amount: \$634,880.00</p> <p>S. Meyer made a motion, seconded by B. Delorey, to approve LPA A Invoice No. 2220-2412.</p> <p>Discussion: None; Roll Call Vote: B. Delorey (Y), M. Ward (Y), S. Meyer(Y), C. McGown (Y); (1) Abstention: M. Moran (Y). Motion passes.</p>	
	Invoice 3: Fontaine Bros; Description: Preconstruction Services; Amount: \$18,200.00	

S. Meyer made a motion, seconded by B. Delorey to approve Fontaine Bros. Invoice No. 004 in the amount of \$18,200.00

Discussion: None; Roll Call Vote: B. Delorey (Y), M. Ward (Y), S. Meyer(Y), C. McGown (Y); (1) Abstention: M. Moran (Y). Motion passes.

35.4

MSBA Update

- Next Steps + milestones:
 - January 02, 2025: Received MSBA DD Comments
 - January 16, 2025: Team Response to MSBA Comments Due
 - March 26, 2025: 60% CD MSBA Submission

Discussion: None

Record

35.5

Propay Update

Propay update was covered under section 35.3. Invoices and commitments for approval.

Discussion: None

Record

35.6

LPA|A Update

Six-month outline

- **1/22/25:** Conservation Commission (close public hearing)
- **1/24/25:** Early Geothermal Bid Package #1
- **2/04/25:** Planning Board Meeting (will open public hearing)
 - Critical to start site work and engage with N. Grid for early design and electrical input.
 - Delays could negatively impact the project financially.
- **02/11/25:** PBC/SBC Meeting – System Life Cycle Analysis
- **2/28/25:** 60% Documents to Estimators
- **3/04/25:** Planning Board Meeting (continued public hearing)
- **3/05/25:** Early Site Bid Package #2A
- **3/21/25:** Cost Reconciliation Scheduled
- **3/25/25:** PBC/SBC Meeting (vote to submit 60% package to MSBA)
- **3/26/25:** 60% CD Package Submission to MSBA
- **5/21/25:** Early Steel/Concrete Bid Package #3A
- **6/18/25:** 90% CD Package Submission to MSBA
- **7/23/25:** Trade Bid Package #4

Discussion:

M.Moran asks, does the site bid package go out to the public?

T. Elmore explains that Fontaine will provide a list of potential bidders, which can be reviewed and supplemented if necessary. The information will not be published in the central register but will be documented and made public in the meeting minutes.

Furniture, Fixture, and Equipment (FFE) Update

Record

- Meetings with various departments to discuss furniture, fixtures, and equipment have taken place. These meetings began on December 10 and are nearing completion.

Domestic Hot Water

- The initial design for the domestic hot water system included an air-sourced heat pump with two 500-gallon storage tanks.
- This system was chosen for its energy efficiency but had a high cost of \$650,000 to \$700,000.
- The team was asked to explore a more cost-effective alternative.
- The plumbing engineer, Chris Robinson, now recommends a system with multiple smaller hot water heaters placed throughout the building (approximately six units).

Power Connection

- The initial schematic design proposed tapping into existing transmission lines south of the school, running them to the loading dock area where the transformer and generator would be located.
- To avoid potential delays involving National Grid approvals, the design development phase switched to tapping power from Route 110 to the north, using a combination of telephone poles and underground wiring to reach the south side of the building.
- After a meeting with National Grid, a "Step Zero" evaluation confirmed sufficient capacity on the existing southern transmission lines to support the school, making the southern connection more favorable.
- The plan is now reverting to the schematic design approach of using the southern transmission lines, but the exact tap location remains unknown.
- The final plan cannot progress until National Grid reviews the project, which requires an approved site plan.

Panel System (refer to meeting packet for visual)

- Two key design features of the school's exterior: the Clinton logo with an aerial map on the west elevation and a train trestle graphic on the south elevation, symbolizing the town's history. These designs will be created using perforated metal panels, which display the graphics during the day and become illuminated at night with backlighting. The intent is to showcase these features as a nod to Clinton's heritage, and examples from a metal panel manufacturer were shown to illustrate the concept.

35.7

Fontaine Update

Record

Soil management recommendations Plan

- Over-Ex/Ground Improvements
- Working grade of EL. **373.5'**
- Over-Ex < 4' to natural (white areas)
- RAP's > 4' to natural (colored areas)
- PH-1 Excess: 8,500 CY
- PH-2 Excess: 2,200 CY

Still Working Through:

- Modeling/coordinating deep underground utilities.
- Areas to adjust grade to minimize any export.

- Topsoil amendment requirements
- Potential grade raising areas

Important Dates:

- Sitework Early Release Package is scheduled for release March 2025

Discussion:

T. Elmore explains the Rammed Aggregate Pier (RAP) is a cost-effective foundation solution. It involves drilling a hole, filling it with stone, and compacting the stone with a rig. This creates a solid column of compacted stone that provides structural support, even in soil with low bearing capacity. It's cheaper than installing a solid pier or removing and replacing fill with structural material.

S. Brennan comments that Fontaine will be coordinating with a RAP contractor to ensure proper installation.

Geothermal Update

- Number of Single U-bend Wells: 64
- Borehole Depth: 500'
- Site location: South of basketball courts
- Early Geothermal Pkg #1 Issue Date: January 24, 2025
- Award Subcontractor: Early March 2025
- Site Mobilization: Mid-June 2025 (end of school year)
- Well Installation Kickoff: Summer 2025

Discussion:

M. Moran highlights that the geothermal well must comply with federal prevailing wage rates to qualify for reimbursement under the IRA grant.

T. Elmore comments we have to insert language in the Division 0 in order to comply with the IRA Grant requirements.

35.8

RFQ Update

E. Grijalva provides a prequalification process for filed trade subcontractors.

Prequal file trade Process

- Establish a Prequalification committee
- Prepare the scoring criteria/points and RFQ
- Advertise the RFQ
- Accept SOQ's
- Evaluate & score each SOQ and notify responder
- Publish the list of Prequalified firms
- Issue bid documents to the qualified firms
- Accept bids publicly
- Award lowest qualified bidder

BP#3B: Damp proofing + Elevator

- 02.11.25: Establish Review Prequal Committee
- 02.26.25: RFQ Live
- 03.19.25: SOQ's due
- 04.04.25: Approve Qualified Bidders

Record

	<ul style="list-style-type: none"> • 05.22.25: Invitation to Bid • 06.25.25: Award Bidder <p>BP#4: All Trades</p> <ul style="list-style-type: none"> • 04.08.25: Establish Review Prequal Committee • 04.23.25: RFQ Live • 05.14.25: SOQ's due • 06.19.25: Approve Qualified Bidders • 07.24.25: Invitation to Bid • 08.25.25: Award Bidder <p>Discussion: None</p>	
35.8	<p>Other topics not Reasonably Anticipated 48 hours prior to the Meeting:</p> <p>Discussion: None</p>	Record
35.9	<p>Public Comment:</p> <p>Discussion: None</p>	Record
35.10	<p>Next SBC Meeting:</p> <p>PBC/SBC Meeting February 11,2025 @ 6:30PM; Location: ZOOM</p> <p>PBC/SBC Meeting March 25 ,2025 @ 6:30PM; Location: TBD</p> <p>Discussion: None</p>	Record
35.11	<p>Adjourn: 8:02 PM, M. Moran made a motion and seconded by M. Ward to adjourn the meeting.</p> <p>Discussion: None; Roll Call Vote: B. Delorey (Y), M. Moran (Y), M. Ward (Y), S. Meyer(Y), C. McGown (Y); Abstentions: None; All in favor, motion passes.</p>	Record

Sincerely,

DORE + WHITTIER

Elias Grijalva

Assistant Project Manager

Cc: Attendees, File

The above is my summation of our meeting. Please contact me for incorporation into these minutes if you have any additions and/or corrections.