

# SCHOOL BUILDING COMMITTEE MEETING MINUTES



Project: Tri-County Regional Vocational Technical HS  
Subject: School Building Committee Meeting No. 48  
Location: Remote via ZOOM  
Distribution: Attendees, Project File  
MSBA Module: 6- Detailed Design

Project No: MP20-28  
Meeting Date: 01/09/2025  
Time: 4:00 PM  
Prepared By: E. Grijalva

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## **Present**

Brian Mushnick\* SBC Member | Chair of SBC  
Karen Maguire\* SBC Member | Superintendent  
Jonathon Dowse\* SBC Member  
Dan Haynes\* SBC Member | School Business Administrator  
Bob Foley\* SBC Member | Director of Post Secondary, Con. Adult.  
Dana Walsh\* SBC Member | TCRVTHS Principal  
Harry Takesian\* SBC Member | Facilities Director  
Brendan Bowen\* SBC Member  
Trip Elmore DWMP- Project Director  
Mike Cox DWMP – Project Manager  
Elias Grijalva DWMP- Assistant PM  
Rachel Rincon DMWP= Assistant PM  
Vladimir Lyubetsky DRA- Project Manager  
Carl Franceschi DRA – Principal in Charge  
Steve Johnson Consigli- Sr. Project Manager  
Kristy Lyons Consigli – Precon Sr Project Manager

## **\*School Building Committee Voting Members**

Item No.	Description	Action
48.1	<b>Call to order:</b> 4:02 PM meeting was called to order by SBC Chair B. Mushnick, ____ of 11 voting members in attendance.	Record
48.2	<b>Previous Topics &amp; Approval of November 14 ,2024 Meeting Minutes:</b> A motion to approve the <u>December 12, 2024</u> , previous meeting minutes as submitted, was made by B. Foley and seconded by J. Dowse.  Discussion: None; Roll Call Vote: D. Walsh (Y), H. Takesian(Y), B. Bowen (Y), K. Maguire (Y), B. Foley(Y), J. Dowse (Y), D. Haynes(Y), B. Mushnick (Y); Abstention: None; Motion passes.	Record
48.3	<b>Invoices for Approval</b>  M. Cox delivers a financial update, outlining the approvals scheduled for tonight and the reimbursements received to date. <ol style="list-style-type: none"> <li>1. Invoices recommended for payment: \$2,740,474.27</li> <li>2. New Commitments: \$37,053,838.00</li> <li>3. Budget Revision Request (BRR): Not Applicable</li> <li>4. MSBA Reimbursement Status: \$9,143,866.00</li> </ol> (refer to the meeting material for further details)	Record
	Firm: DWMP Invoice N0.035; Description: CD Phase + Bidding + 3 <sup>rd</sup> Party Inspector; Amount: \$137,970.00  A motion to approve DWMP Invoice No.035 in the amount of \$137,970.00 was made by J. Dowse and seconded by B. Foley.  Discussion: None; Roll Call Vote: D. Walsh (Y), H. Takesian(Y), B. Bowen (Y), K. Maguire (Y), B. Foley(Y), J. Dowse (Y), D. Haynes(Y), B. Mushnick (Y); Abstention: None; Motion passes.	
	Firm: DRA Invoice No.033; Description: Construction Document Phase; Amount: \$1,241,500.00  A motion to approve DRA Invoice No.033, in the amount of \$1,241,500.00, was made by J. Dowse _and seconded by B. Foley.  Discussion: None; Roll Call Vote: D. Walsh (Y), H. Takesian(Y), B. Bowen (Y), K. Maguire (Y), B. Foley(Y), J. Dowse (Y), D. Haynes(Y), B. Mushnick (Y); Abstention: None; Motion passes.	
	Firm: DRA Invoice PSS6.010; Description: Geotech; Amount: \$3,080.00  A motion to approve DRA Invoice No. 010, associated with Amendment No. 006, in the amount of \$3,080.00 was made by J. Dowse and seconded by B. Foley.  Discussion: None; Roll Call Vote: D. Walsh (Y), H. Takesian(Y), B. Bowen (Y), K. Maguire (Y), B. Foley(Y), J. Dowse (Y), D. Haynes(Y), B. Mushnick (Y); Abstention: None; Motion passes.	

<p>Firm: DRA Invoice PSS008.004; Description: Amendment 008: Additional Soil Exploration- Geotech Engineering; Amount: \$9,411.60</p> <p>A motion to approve DRA Invoice No. 004, associated with Amendment No. 008, in the amount of \$9,411.60 was made by J. Dowse and seconded by B. Bowen.</p> <p>Discussion: None; Roll Call Vote: D. Walsh (Y), H. Takesian(Y), B. Bowen (Y), K. Maguire (Y), B. Foley(Y), J. Dowse (Y), D. Haynes(Y), B. Mushnick (Y); Abstention: None; Motion passes.</p>	
<p>Firm: DRA Invoice PSS10.002; Description: Amendment 10: Geothermal Test Well; Amount: \$5,285.50</p> <p>A motion to approve DRA Invoice No. 001, associated with Amendment No. 0015, was made by j. Dowse and seconded by B. Bowen.</p> <p><b>Discussion:</b>  <b>B. Bowen</b> asks, is this a second test well?  <b>V. Lyubetsky</b> responds, the final invoice is for the completed final report.</p> <p>Roll Call Vote: D. Walsh (Y), H. Takesian(Y), B. Bowen (Y), K. Maguire (Y), B. Foley(Y), J. Dowse (Y), D. Haynes(Y), B. Mushnick (Y); Abstention: None; Motion passes.</p>	
<p>Firm: DRA Invoice PSS11.002; Description: Amendment 11: Geothermal Test Field Design; Amount: \$123,618.00</p> <p>A motion to approve DRA Invoice No. 002, associated with Amendment No. 0011, was made by B. Bowen and seconded by J. Dowse.</p> <p>Discussion: None; Roll Call Vote: D. Walsh (Y), H. Takesian(Y), B. Bowen (Y), K. Maguire (Y), B. Foley(Y), J. Dowse (Y), D. Haynes(Y), B. Mushnick (Y); Abstention: None; Motion passes.</p>	
<p>Firm: DRA Invoice PSS15.002; Description: Amendment 15: Geothermal Water Source Heat Pump System; Amount: \$28,160.00</p> <p>A motion to approve DRA Invoice No. 002, associated with Amendment No. 0015, was made by J. Dowse and seconded by B. Foley.</p> <p><b>Discussion:</b>  V. Lyubetsky notes that this invoice pertains to the mechanical and electrical design revisions.</p> <p>Roll Call Vote: D. Walsh (Y), H. Takesian(Y), B. Bowen (Y), K. Maguire (Y), B. Foley(Y), J. Dowse (Y), D. Haynes(Y), B. Mushnick (Y); Abstention: None; Motion passes.</p>	
<p>Firm: Consigli; Description: Preconstruction Services; Amount: \$31,199.00</p> <p>A motion to approve Consigli Preconstruction Invoice No.012, in the amount of \$31,199.00 was made by J. Dowse and seconded by B. Bowen.</p> <p><b>Discussion:</b></p>	

<p>M.Cox comments that this is the last preconstruction invoice.</p> <p>Roll Call Vote: D. Walsh (Y), H. Takesian(Y), B. Bowen (Y), K. Maguire (Y), B. Foley(Y), J. Dowse (Y), D. Haynes(Y), B. Mushnick (Y); Abstention: None; Motion passes.</p>	
<p>Firm: Consigli Construction; Description: Construction Invoice #6; Amount: \$1,160,250.17</p> <p>A motion to approve Consigli Bid Enabling Invoice #6, in the amount of \$1,160,250.17 was made by B. Foley and seconded by J. Dowse.</p> <p>Discussion: None; Roll Call Vote: D. Walsh (Y), H. Takesian(Y), B. Bowen (Y), K. Maguire (Y), B. Foley(Y), J. Dowse (Y), D. Haynes(Y), B. Mushnick (Y); Abstention: None; Motion passes.</p>	
<p><b>Commitments for Approval</b></p> <p>Firm: Consigli Construction; Description: Pre-GMP#1+2 Change Order #5; Amount: \$0.00</p> <p>A motion to approve Consigli, Pre-GMP1+2 C.O #5, in the amount of \$0.00 was made by J. Dowse and seconded by B. Foley.</p> <p><b>Discussion:</b>  <b>B. Bowen</b> asks questions about the hold allowance contingency log. The first column represents the approved contingency allowances. The second column shows what’s been approved so far. The third column indicates what’s remaining balance, and the last column is what we’re requesting today?  <b>M. Cox</b> responds, no, that also includes some pending items. It’s what we’re projecting overall—we’re expecting to expend everything.</p> <p>Discussion: None; Roll Call Vote: D. Walsh (Y), H. Takesian(Y), B. Bowen (Y), K. Maguire (Y), B. Foley(Y), J. Dowse (Y), D. Haynes(Y), B. Mushnick (Y); Abstention: None; Motion passes.</p>	
<p>Firm: Consigli Construction; Description: Pre-GMP#3; Amount: \$37,053,838.00</p> <p>A motion to approve pre-GMP#3, in the amount of \$37,053,838.00 was made by B. Bowen and seconded by J. Dowse.</p> <p>(refer to meeting packet for a further breakdown)</p> <p><b>Discussion:</b>  <b>T. Elmore</b> shares the positive news, the sub-trades are coming in slightly below the 90% estimate, which is excellent. Key trades, including concrete, precast plank (mezzanine structure), architectural precast (building facade), structural steel, foundation waterproofing, the elevator, and the geothermal system, now have firm numbers. We’re coming in \$1,249,998.00 under what we anticipated at the 90% Construction Documents.</p> <p>Roll Call Vote: D. Walsh (Y), H. Takesian(Y), B. Bowen (Y), K. Maguire (Y), B. Foley(Y), J. Dowse (Y), D. Haynes(Y), B. Mushnick (Y); Abstention: None; Motion passes.</p>	

<p><b>48.4</b></p>	<p><b>Construction Update</b></p> <p><b>Executive Overview: December 2024</b></p> <ul style="list-style-type: none"> <li>The project team is installing the last run of utilities that lead to the building pad, while simultaneously transitioning to foundation excavations. The Utility Corridor work has been completed and paved to accommodate the new access route into the site. 6 out of 11 Electrical manholes have been installed to date and progressing through January. Excavation is complete for Detention System #2, which has been placed, sealed, and inspected, while excavation for Detection System#1 is ongoing. Screening operations have been completed for the year and will re-commence prior to mobilization of Geothermal drilling activities. Crushing operations are ongoing, creating processed fill to be used around the building pad and under roadways. Excavation to subgrade has been completed for the entirety of the building pad and excavation for footings on the North side of the building has commenced.</li> <li>The permanent construction trailers were delivered to site in late December and will be fully functional by the end of January.</li> </ul> <p><b>Financial:</b></p> <ul style="list-style-type: none"> <li><b>Current Contract:</b> \$12,929,302.00</li> <li><b>Pre-GMP#3 :</b> \$37,053,838.00</li> <li><b>New Contract:</b> \$49,983,140.00</li> <li><b>Bill to date:</b> \$8,936,462</li> </ul> <p><b>Quality</b></p> <ul style="list-style-type: none"> <li>Submittals: 114 closed; 4 pending</li> <li>RFI: 29 closed; 0 pending; 4 overdue</li> </ul> <p><b>Schedule:</b></p> <ul style="list-style-type: none"> <li><b>Construction Activities – Next 4 weeks</b></li> <li><b>Pre-Con + Arch Precast Design Assist -Next 4 weeks</b></li> </ul> <p>(refer to meeting packet for further details)</p> <p><b>Discussion:</b></p> <p><b>B. Bowen</b> asks, will the money initially allocated for the gas line be held as a future allowance? Additionally, are there any on-site impacts caused by the delay or cancellation of the gas line installation?</p> <p><b>S. Johnson</b> replies we are reviewing whether there’s any part of the gas line installation that needs to be done on-site now. However, we don't think it's necessary at this point. The utility corridor is the biggest concern, as it would be disruptive, but it isn't needed for installation right now. They are receiving some money now, but they are still finishing the design and preparing the materials. Once everything is ready, they will proceed with the installation when instructed.</p>	<p>Record</p>
<p><b>48.5</b></p>	<p><b>Design Team Update</b></p> <ul style="list-style-type: none"> <li>Project Team Weekly Meetings</li> <li>Construction Manager Weekly Meetings</li> </ul>	<p>Record</p>

- Design Team Weekly Coordination Meetings
- Architectural Precast – Design Assist coordination with the sub-contractor. Finish sample reviewed with the Design/Colors Group. Additional samples should be available for review.
- Site Enabling Construction Support
- Work with the Project Team on Geothermal Design – HVAC and Electrical Design Revisions ongoing
- Elevators Bid Package - Complete
- Partial CMU Bid Package – 1/15
- Switch Gear Materials Purchasing Bid Package – TBD
- MSBA 90% CD Submission – Complete
- Working on 100% Construction Documents – Bidding Phase starts March 2025

Discussion: None

<b>48.6</b>	<p><b>Bid Package Updates and Masonry Pre-Qualification</b></p> <p><b>BP#6: Masonry</b></p> <ul style="list-style-type: none"> <li>• <del>December 12, 2024: Select Review Committee</del></li> <li>• <del>December 18, 2024: RFQ Live</del></li> <li>• <del>January 06, 2025: Qualifications Due</del></li> <li>• January 15, 2025: Approve Qualified Bidders</li> <li>• January 16, 2025: Invitation to Bid</li> <li>• February 05, 2025: Award Bidder</li> </ul> <p><b>BP#7: Main Building</b></p> <ul style="list-style-type: none"> <li>• <del>December 12, 2024: Select Review Committee</del></li> <li>• <del>January 02, 2025: RFQ Live</del></li> <li>• January 22, 2025: Qualifications Due</li> <li>• March 3, 2025: Issue Bid Package to prequalified firms</li> <li>• April 4, 2025: Award Bidder</li> </ul> <p><b>Discussion:</b>  M. Cox states, the prequalification committee has been assigned a task, which should be in your email from Rachel, along with all the relevant links. Each committee member has been assigned a firm to review. We're aiming to have everyone complete their evaluation of the assigned firm before Monday, when we plan to hold a meeting to review and approve the pre-qualified firms.</p>	Record
<b>48.7</b>	<p><b>Education Foundation Commemorative Bricks</b></p> <p><b>Discussion:</b>  B. Mushnick suggests tabling this discussion until next month, as our guest is not present today.</p>	Record
<b>48.8</b>	<p><b>Other Topics not Reasonably anticipated 48 hours prior to the Meeting.</b></p> <p><b>Proprietary Items:</b></p>	Record

	<p>M. Cox explains that as part of the 90% CD comments regarding proprietary systems, we are seeking approval to continue using the Verkada system. This cloud-based system has its back-end equipment already owned by the school. As a result, the new equipment for the new school building will expand the existing system, rather than requiring the purchase of a completely new system, which would add additional costs to the project.</p> <p>A motion to approve the proprietary CCTV/Video surveillance platform was made by B. Bowen and seconded by H. Takesian.</p> <p><b>Discussion:</b>  <b>H. Takesian</b> comments the system is considered proprietary because it is already in place and brand new. The intent is to bring it to the new building and expand it, using only compatible components.</p> <p>Roll Call Vote: D. Walsh (Y), H. Takesian(Y), B. Bowen (Y), K. Maguire (Y), B. Foley(Y), J. Dowse (Y), D. Haynes(Y), B. Mushnick (Y); Abstention: None; Motion passes.</p>	
<p><b>48.9</b></p>	<p><b>Public Comment:</b>          Discussion: None</p>	<p>Record</p>
<p><b>48.10</b></p>	<p><u>School Building Committee Meeting:</u>          School Building Committee Meeting – February 13, 2024          School Building Committee Meeting – March 13, 2024          Discussion: None</p>	<p>Record</p>
<p><b>48.11</b></p>	<p><b>Adjourn:</b> 5: 10PM motion was made by B. Foley and seconded by J. Dowse to adjourn the meeting.</p> <p>Discussion: None; Roll Call Vote: D. Walsh (Y), H. Takesian(Y), B. Bowen (Y), K. Maguire (Y), B. Foley(Y), J. Dowse (Y), D. Haynes(Y), B. Mushnick (Y); Abstention: None; Motion passes.</p>	<p>Record</p>

Sincerely,

Elias Grijalva, Assistant Project Manager

DORE + WHITTIER

Cc: Attendees, File

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