

Minutes

- Attendance
  - Owner – Town of Barnet – Ben Gates, Dylan Ford, Bill Graves
  - Arch - BRD – Rollin Tait
  - CM - Estes & Gallup – Tim Estes
  - MEP – Ruggles - Nate Sicard
  - Structural – NE Structural - Brian Douglas
  
- REVIEW OF LAST MEETING → Cost Estimation review
  - Reference Docs
    - Schematic Plans - done
    - Outline Specification – done
    - Structural Engineer’s mark-up – done
    - Civil Engineer’s mark-up- done
    - Historic element coordination – done
  - Yet-to-be-understood issues:
    - Schedule and timing vs costs ----- Schedule
    - Availability of trades ----- Building mover
    - Mechanical system (allowance) ----- HVAC Options
    - Parking area spec and requirements ----- Civil Issues
  - The Costing
    - Construction (Tim Estes) – costing based on docs above.
    - Electrical (Jeremy and St J students) materials cost + free labor
    - Contingency – CM (10%) + Owner’s (5%)
    - Soft costs – consultant fees, permits, etc ... ----- Total = \$1.3M
  
- THIS MEETING:
  - The Cost Estimation:
    - Questions from the select board?
      - Bill Graves – The condition of the exterior cladding has been questioned in the past. Was any allowance made for significant repair? Tim – no, not in scope, just prep and re-painting.
      - Ben Gates – The cost of interior painting seems high (\$32k)? Tim – the allowed cost came from a subcontractor.
      - Ben – Was the cost of new windows explored? Tim – no, just renovation + storms but he is sure that new windows would be multiple-times more expensive than current scope.
      - Ben – town is feeling a bit of sticker-shock at cost estimate. Tim and Rollin – this estimate seems reasonable compared to others seen recently.

- Ben and Bill – Are you (Estes and Gallup) open to using local town resources as subcontractors? Tim – Yes.
  - Comments from:
    - Construction manager – Tim
      - The job super is currently slated to be Calvin Underhill.
      - Tim has spoken to 4 building movers and will report out next week on schedule.
    - Electrical - none
    - Civil – Nate
      - Nate commented on town’s desire to use town paving company – there may be reasons why getting it done as part of the contract is good – coordination and matching levels, etc. Town should think about it.
      - Parking area should be paved.
    - Structural – all seems OK from his point of view.
  - Report on Building Mover schedule – Estes – to be done next meeting.
  - Report on HVAC options – Alliance Air / Estes – to be done next meeting.
  - Next Steps
    - Building Committee
      - To be made up of Ben Gates, Bill Graves, and Jeremy Roberts
    - Architectural
      - Drawings / Spec ----- BRD
      - Historic funding? → Pursue or not? ----- Rollin to do summary
    - CM – Estes & Gallup
      - Schedule
      - Interior demolition
    - Collection of “required information” lists
      - CM, Civil, Structural, MEP ----- ALL
      - Due by End of week to Rollin
- Any Other Business
  - .
  - .
- TASKS TO BE DONE ----- DUE DATE
  - Town of Barnet
    - Create list of Local Resources (subcontractors, etc.) ----- 05/22
    - Consider layout of basement and sizes of areas ----- ASAP
  - BRD – Rollin
    - Develop DD Floor plans, etc. ----- ongoing
    - List of questions for Owners (finishes, etc.) ----- 05/22
    - Summary of Historic Preservation items/\$ and what PTV is actually offering. ----- 05/22
  - Estes – Tim
    - Building Mover schedule ----- 05/22
    - HVAC options report from Alliance ----- 05/22
    - Rough full-project schedule (DRAFT for discussion) ----- 5/22
    - “Required Information” list for Rollin ----- ASAP

- Civil – Nate
  - Apply for permits ----- 05/22
  - “Required Information” list for Rollin ----- ASAP
- Structural – Brian
  - Work up basement plan showing post locations (for Rollin) – 05/22
  - “Required Information” list for Rollin ----- ASAP
- Next meetings:
  - Regular Project meetings will happen on each 2<sup>nd</sup> and 4<sup>th</sup> Monday at 4 pm with the Architect, CM, and owner (by video usually).
  - May 22 @ 4pm (by Teams) with Building Committee – updates on progress.

End of Minutes