



TOWN OF MILLIS

Elementary School Building Committee
900 Main Street • Millis, MA 02054

*Wayne Klocko, Chairman
Diane Jurmain, Vice Chair
Denise Gibbons
Richard Nichols
Craig Schultze
Kimberly Borst, Dept. Asst.*

Elementary School Building Committee Meeting Agenda February 12, 2019

Time: 6:30 PM
Location: Millis Town Hall, Room 130

Agenda:

- Construction Progress & Project Schedule
- Utility Installation Update
- MSBA Update, Next Steps with Funding Agreement
- Review list of Millis Public Schools/School Committee Action items
- Review Transition old school to new school Process
 - Review Procurement Timeline Schedule for FFE, Technology Equip & Transition
- Review FF&E Process
 - Review and Approve FFE Final MSBA Procurement Bids (student desks, Café tables, teacher chairs)
 - Status update on FFE procurement process
- Review Technology Equip. Selection Process
 - Status update on Technology Equip. procurement process
 - Telephone Installation Process
- Certificate of Occupancy and Critical Path Review
- Review and Approve Construction Change Orders
- Community Communications (two week look ahead)
- Construction Administration Updates
- Review and Approve Previous Meeting Minutes & Invoices