



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
Kim Borst, Secretary

Elementary School Building Committee Meeting Agenda April 24, 2019

Time: 7:00 PM
Location: Millis Town Hall, Room 130

Agenda:

- Construction Progress & Project Schedule
- Utility Coordination 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 FF&E Purchase Order
 - Status update on FFE Delivery and Installation process
- Review Technology Equip. Selection Process
 - Review and Approve Technology Equipment Purchase Orders
 - Status update on Technology Equip. Delivery and 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