

## **Sutton School Building Committee**

Regular Scheduled Mtg., Wednesday, 9/12/12, 7:00 PM

Sutton Middle School and Town Hall, 3<sup>rd</sup> Floor Meeting Room

**Present:** J. Smith, T. Harrison, M. Bailey, K. Stuart, R. Raymond, M. Hopkins, T. Friend, D. Davis, R. Weaver.

**Absent:** W. Mead, G. Coulter, M. Jerz,

**Guests:** A. Minkus (SBS), T. Alix (SBS), Jon Winikur (SBS)

V. Dubé (Flansburgh Assoc.), D. McClelland (Flansburgh Assoc.)

- I. Review of and vote on the minutes of the 7-11-12 meeting. Motion to approve by Tim Harrison, 2<sup>nd</sup> by Roger Raymond. Vote: 7-0-2

Review of and vote on the minutes of the 8-1-12 meeting. Motion to approve by Ken Stuart, 2<sup>nd</sup> by Roger Raymond. Vote: 5-0-2

- II. Finance Update:

Alan Minkus noted that four additional change orders have been approved, bring the total to eight. The total authorized to date is \$211,371. The updated list of approved change orders and other project costs accompanies these minutes.

- II. Construction Update:

The construction update, dated 9/12/12, was reviewed by Tim Alix. Electronic copy accompanies these minutes.

The discussion next focused on delays and timelines.

Jon Winikur commented that the problem with the Trespa materials has not be resolved – either fire rating for the proposed materials or information on alternatives materials that have been fire rated. The source of the delay was not stated but was taken to be the manufacturer. Jon said that, at this time, we are no closer to an answer. Although the delay in resolving this matter does not delay the structural work, it does delay completion of the facility and, if continued, may require diversion of manpower and equipment in the future to complete the facade of the Middle School.

Various causes of delays have been reported and noted at previous meeting. To date, the cumulative delay is at or approaching 10 weeks. Various comments characterized the general contractor as being unable or unwilling to take actions, e.g., staffing increase, to catch up with the scheduled.

It is now apparent that occupancy of the Middle School facility and relocation of high school classrooms to the modular building at the February 18-22, 2013 target week will not be possible. The week of April 15-19, 2013 is now the target – providing an additional 8 weeks to complete the work on the Middle School facility and relocation.

Responding to a question on the effects of the delay on school operation, Ted Friend commented that those effects are manageable. He emphasized that the critical date is completion of the various phases of the overall project for the new High School facility to be occupied at the start of the 2014 academic year. Ted stressed that the loss of 8 weeks in the middle of the project means there is no reserve time for completion of the balance – all work must continue on schedule.

Jim Smith inquired about a strategy to assure completion by the scheduled date. Jon Winikur commented that there were possible strategies and he emphasized that TLT, the general contractor, must be in agreement for any to work.

Ted Friend motioned that SBS and Flansburgh prepare and present to the Sutton School Building Committee a plan of action to meet the April, 2014 deadline to occupy the Middle School and relocate high school facilities. Motion seconded by Martin Hopkins. Vote: 9-0-0.

Continuing with the discussion, Martin Hopkins asked that SBS prepare and present documentation of the delays to date, the causes of those delays and actions that could have been or may still be taken to ameliorate the effects of the delays. In addition to keeping the committee informed on current conditions, this documentation should provide the information and data that may be needed in the future should it become necessary to seek liquidation of damages under the terms of the construction contract. SBS acknowledge that such documentation would be presented.

III. Old Business/New Business:

Mark Bailey provided an update – and expected to be final list – of the contents of the time capsule. Electronic copy accompanies these minutes. In addition to listing the contents, dates and other references have been included to assist those opening the capsule in the future to identify photographs and documents.

Next meeting scheduled for Wednesday, October 3, 2012. 7:00 PM at Town Hall.

IV. Motion to adjourn made by Ken Stuart. Second by Martin Hopkins. Motion passed unanimously. 7:30 PM.

Ross Weaver, Recording Secretary