

**Date / Time:** Friday, March 8, 2013 / 12:00 – 2:15 PM

**Location:** Valdez School District Office Board Room

**Minutes prepared by:** Ron Rozak

**Meeting Attendees** (\* indicates Building Committee Member)

Chris Bergeron, \* Facilities Director, Valdez City Schools

Dean Day, \* Capital Facilities Director, City of Valdez

John Hozey, \* City Manager, City of Valdez

Rod Morrison, \* Principal, Valdez Middle School (VMS)

Kipp Norris, \* Teacher, VMS

Jennifer Watson, \* Parent VMS

Todd Wegner, \* Assistant City Manager, City of Valdez

Mike Wells, \* Council Representative, City of Valdez

Trent Schoenemann, Project Architect, Bettisworth North Architects and Planners (BNAP)

Jon Denton, Architect, BNAP

Kent Crandall, Project Manager, ARCADIS-US (AUS)

Ron Rozak, Construction Manager, AUS

Don Lindsay, Project Manager, Dawson Construction Inc. (DCI) - Participation by phone

Jim Quick, Project Manager, DCI - Participation by phone

Matt Brown, Project Engineer, DC I - Participation by phone

**Announcements / Introductions / Sign-in:** Kent Crandall (KC)

Don Lindsay (DL) - Project Manager, Jim Quick (JQ) – Project Manager and Matt Brown (MB) – Project Engineer for Dawson Construction, were introduced via phone from their location in Bellingham, WA.

1. **Design Status:** Project Architect Trent Schoenemann (TS) presentation using PowerPoint.
  - 1.1. Mat Room/Storage, Gym Fitness, Mechanical changes – Grid 1 wall has been moved 2' north. This added 213 SF; now Mat/Storage space has 2310 SF and 9 practice circles.
  - 1.2. Maintenance Area Enlargement - Shipping/Receiving (131) was moved 12' north; eliminated loading Vestibule (V102) and added 427 SF.
  - 1.3. Total building area increased 640 SF, to 56,599 SF. KC said DEED has approved the revised total area. Per DCI the added area would cost about \$35,000.
  - 1.4. Stage Layout Changes – BNAP reviewed options with Rod and has relocated the stage to west side of the Cafeteria; Table Storage relocated to east side. Stage floor is 14" high. Per TS, relocation is better for the band, more functional for plays, and ADA ramp is concealed. Seating will be slightly less.
  - 1.5. South Planter with integral Bench Design – Discussions are ongoing with School District to simplify for easier snow removal or possibly eliminate entirely.
  - 1.6. New covered entry – will match the High School at the first column. New sidewalk will extend east under existing canopy to the HS, south along HS, then east, along new bus staging lane.

- 1.7. Parking spaces – discussed size and number. Current design is 9' wide x 20' long, total number about same as existing, although redistributed around the site. City requested BNAP evaluate increasing width to 9.5' or 10' and how it would affect the number of spaces. Parking for Mini buses is provided at west end of the north lot.
- 1.8. Report from earlier IT Planning Workshop – KC summarized the discussion, led by Electrical Engineer Channing Lillo, which focused on low voltage systems: telecommunications, audio, intercom, sound system, speakers, interactive boards, lighting controls, and security.

## 2. Construction Process / Schedule Review

- 2.1. VE / Cost Reconciliation Meeting on Feb 13 – KC and RR summarized the meeting with DCI and BNAP, for which minutes have been distributed. DCI's SOV costs based on 35% design documents were reviewed with respect to the HMS estimate based on same documents. The major differences were identified for future clarification of scope, assumptions, and alignment of format. DCI handed out a VE log with items they proposed for consideration. A total of 47 items were reviewed, with acceptance, rejection, comments and further actions assigned and noted on an updated list of 47 items issued after the meeting.
  - 2.1.1. Current Estimate – DCI's total is \$29,290,220 based on 35% documents, including:
    - 2.1.1.1. Design Contingency of \$500,000 to allow for changes in design through 100%, when this contingency will be reduced to zero and the balance reverts to the Owner.
    - 2.1.1.2. Contractor Contingency of \$867,000 based on 3% of the construction amount, for the Contractor to use as needed to cover costs of unforeseen factors. Any amount remaining at end of the project will revert to the Owner by change order.
- 2.2. Construction Schedule
  - 2.2.1. Contractor Bid Packages – DCI anticipates issuing four packages which would need four Council actions and change orders:
    - 2.2.1.1. Abatement and early sitework – issued documents for bids yesterday, have site visit for bidders scheduled for next Friday, March 15<sup>th</sup>.
    - 2.2.1.2. Structural steel detailing and 3-D modeling
    - 2.2.1.3. Foundations, structural steel and metal deck
    - 2.2.1.4. Balance of building, M & E and finishes
  - 2.2.2. Contractor Milestone Activities
    - 2.2.2.1. Late April – Mobilization and site layout
    - 2.2.2.2. Early May – start abatement, demolition and excavation on north side
    - 2.2.2.3. June – start foundations on northeast quadrant
    - 2.2.2.4. Fall – install roof before heavy snow
  - 2.2.3. Utilities Coordination
    - 2.2.3.1. DCI initiated communications with Copper Valley Electric Assn (CVEA). Initial response is not encouraging to support start of construction in May.
    - 2.2.3.2. RR visited CVEA and ADEC offices; left messages for future meetings.
    - 2.2.3.3. RR met with and briefed the Valdez Public Works Director, Community Development Director, and Building Inspector regarding status of the project, and discussed design reviews, permits, and relationships during the construction phase. Also inquired for as-built information on underground utilities.

- 2.2.4. Fuel Tanks – RR and Chris B met on site and reviewed potential locations for temporary and permanent ASTs and discussed pros and cons regarding effect of ASTs on snow removal, vehicle access, protection, and City preferences. Per Chris, if install USTs must provide separate tanks for boiler and generator. Overall, Chris favors ASTs and thinks locations over proposed USTs would have minimal impact to operations. Chris requested a shed type roof over ASTs to protect from snow build up. Okay to use existing 15K AST for temp fuel and place on west wall of Pool Addn near south end. RR to review ADEC and code requirements with design team, discuss with Chris and instruct BNAP whether to continue with USTs or change to ASTs.
- 2.2.5. Temporary Athletic Field – Discussed use of the Park Strip, a parcel near the HS, an unimproved field near the Hospital, and a parcel past the Airport that might be developed into a sand field with surplus material from the project. The Committee generally thought a practice field close to the school would be used the most, although there was interest in looking at the cost to use surplus material from the project to develop a field out of town. Not enough time to establish grass on temporary construction fields.

### **3. Owner / ARCADIS**

- 3.1.1. IT Planning Workshop Follow up
  - 3.1.1.1. Cameras – current design includes 14 to 15
  - 3.1.1.2. Access security – current preference is for proximity type reader on all exterior doors and specific interior doors, i.e. Admin/Principal, Library/IT, communications and server, and traditional key system elsewhere.
- 3.1.2. Move Planning Meeting and facility tours – conducted yesterday. ARCADIS described the general move process and facilitated discussion. The JrHS and HHES Principals presented their preliminary room and space assignments and inventory of items to be moved, stored or salvaged/disposed. The move schedule and temporary storage was discussed in detail, including considerations for the HHES HVAC upgrade work during the summer of 2013. IT equipment would be used until the end; should be moved out last. Discussed possibility of students helping pack classrooms for MS service day. ARCADIS will distribute a record of the meeting.
- 3.1.3. FF&E Inventory / RFP – Inventory of existing is in process by School District; will be used to draft the list for new items.

### **4. Next Steps / Meetings**

- March 15: BNAP and DCI design coordination meeting, Anchorage, 10 AM
- April 10: Building Committee, Valdez, noon – 4 PM

Meeting adjourned at 2:10 PM