MEETING MINUTES

Town of Lincoln
Lincoln RI High School

Renovation Committee	Meeting No. 34

Date 11/4/2021 **Location:** Lincoln High School - Media Center - 135 Old River Road, Lincoln, RI 02865

Time: 6:30 PM **Additional Details:**

Attendee Name:	Presence:	Company:	Email:	Phone:
Bruce Ogni	Present		bruceogni@gmail.com	
Chad Healey	Present		chad.healey@colliers.com	
John Ward	Present		jward@lincolnri.org	
Mike Gagnon	Present		mgagnon@lincolnri.org	
Rob Mezzanotte	Present		mezzanotter@lincolnps.org	
Kevin McNamara	Present		mcnamarak@lincolnps.org	
Armand Milazzo	Present		milazzoa@lincolnps.org	
Mike Babbitt	Present		mbabbitt@dimeo.com	
Greg O'Connor	Present		oconnorg@lincolnps.org	
Phil Gould	Present		pgould@lincolnpoliceri.com	
Al Ranaldi	Present		aranaldi@lincolnri.org	
Steve Carvalho	Present		stevecarvalho2121@gmail.com	
Keith Macksoud	Present		kmacksoud@cox.net	
George Boudjouk	Present		gboudjouk@yahoo.com	
Diedre Carreno	Present		dee906@aol.com	
Jim Frost	Present		frostj@lincolnps.org	
Jim Jahnz	Present		jrjahnz@yahoo.com	
John Sharkey	Present		jtsharkey50@yahoo.com	
Tiffany McCloskey	Present		mccloskeyt@lincolnps.org	
Bob Turner	Present		bobturner@turnersales.biz	

MEETING MINUTES

John Picozzi	Present		jpiclsc@cox.net	

Agenda:

Item #	Name
1	Introduction to New Members
2	Meeting Minutes
3	Requisitions
4	Central Administration Project
5	Physical Education Complex (PEC)
6	Schedule Next Meetings
7	Public Comment

These minutes are intended to reflect the important issues and action items as discussed at the meeting on the referenced date. If there are any discrepancies, please respond by email to **chad.healey@colliers.com** within one week of publication.

Name	Item #	Item Date	Description	Responsible	Target Complete	Status
Introduction to New Members	1.0		New Chair Keith Macksoud noted that some new members have joined the committee and some previous members, including the previous two chairs have both left the committee. As such, everyone took a turn introducing themselves to the committee.	Renovation Committee	11/4/2021	Closed
Meeting Minutes	2.0		Colliers provided the minutes from the 10-07-21 School Building Committee meeting. These were voted on and approved unanimously by the committee members that were in attendance during that meeting. All new members abstained.	Renovation Committee	11/4/2021	Closed
Requisitions	3.0		Colliers presented Gilbane's Requisition #42 in the amount of $119,152.37 which represents 99% billed to date. The committee elected to table this approval. Noting that they wanted Gilbane in attendance to speak to why the punch list remains incomplete. The committee wants to see the list, indicating what remains to be completed and when each item is expected to be. The committee	Renovation Committee	11/4/2021	In Progress

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			requested that Colliers reach out to the Town's attorney and request a letter be sent to Gilbane, with the latest punch list attached, to put Gilbane on notice, stating that the committee will not be approving requisitions going forward until this information is provided or all items have been completed. The Facility Director, Armand, noted that there are areas where the paint has begun to peel within the corridor between the Gym and Band Room. Colliers noted that this was the first time the item had been brought to Colliers attention. ATP-483 for the Final Property Survey was brought up and discussed. Colliers noted that they provided Gilbane with the response received from the committee during the 10/7 meeting, which was the committee felt that this should have been included scope, not a charge to either Construction Contingency, or Owner Contingency. Colliers noted they still consider this issue unresolved and the committee agrees to hold this stance on the matter.			
Budget Update	3.1		Colliers noted that, as stated at the 10/7 SBC Meeting, the budgets for the Lincoln High School & Central Admin projects are exhausted and that Colliers has been working on reconciling all billing with the Town. John Ward (Town Finance Director) provided a spreadsheet of costs that total to reflect $5,998,763 remaining of Bond Premium. While the reconciliation process continues, the final value of what remains should be within $100k of this value.	Renovation Committee		For Information Only
Changes to the Project & Cost Impacts	3.2		Colliers noted that there weren't any new changes to present for approval at this meeting. While also providing the update that the Town Council approved using bond premium to fund the changes which were approved during the 10/7/21 SBC Meeting, contingent on receiving funding for them.	Colliers		For Information Only
Central Administration Project	4.0		Colliers noted that there wasn't anything new to cover regarding the Central Administration project. No new changes. No requisition. The budget update was tied to the discussion had earlier regarding the remaining bond premium funds.	Colliers		For Information Only
Physical Education Complex	5.0		Chairman Macksoud noted that the Town Council has charged this Renovation Committee with the Responsibility of progressing this project forward to fruition. This building has a minimum requirement of	Renovation Committee		For Information Only

Name	Item #	Item Date	Description	Responsible	*Target* *Complete*	*Status*
(PEC)			two courts and a not to exceed budget of $5,800,000, including all soft costs. He referenced the Town Council's Resolution and when asked, confirmed he'd provide a copy of the resolution to the committee following this meeting.			
Physical Education Complex Next Steps	5.1		The committee discussed next steps, including when the Stage 2 RIDE application was due. Either by February 15th for the Spring Submission or September 15th for the Fall Submission. Kevin McNamarra was asked to provide documentation produced so far by RGB regarding the Stage I & Stage II applications along with any list of wants versus what was value engineered out during these early conceptual design meetings which got us to where the project is today. Mike Babbitt agreed to take the lead on creating the RFP (Request for Proposal) for hiring an OPM (Owner Project Manager). Once the Town has hired an OPM, the OPM will facilitate hiring the architect and the General Contractor or Construction Manager. Some members of the Committee noted having been on a tour of a nearby school athletic facility completed in 2016/17 for approximately $3.4mil (26,000sf). Mike B. noted that materials costs have increased steeply over the years, especially last year due to production slowing down as a result of the Covid-19 pandemic. The committee acknowledged that the money needs to be encumbered by June, 2023. A number of RIDE requirement - related questions came up during the meeting, including but not limited to whether the general public can use the facility at all. Kevin noted that it would be a good idea to invite Mario Careno from RIDE to attend the next meeting to assist in addressing any and all issues that come up. John Picozzi mentioned he would reach out to Mario and confirm his availability.	Renovation Committee		For Information Only
Schedule Next Meetings	6.0		Colliers will schedule the next meeting for the same 6:30pm start two Thursday's from this meeting - on Thursday, 11/18. The committee elected to continue the SBC's schedule of meeting every other Thursday going forward. It was decided that the meeting will be held at Town Hall in the Council Chambers going forward. Just as the recent SBC meetings were being held. Rather than at the High School like this	Colliers		In Progress

MEETING MINUTES

Name	Item #	Item Date	Description	Responsible	*Target* *Complete*	*Status*
			meeting tonight was.			
Public Comment	7.0		While a few members of the public attended the meeting, no one spoke during public comment. This meeting was adjourned at approximately 8:30pm.	Renovation Committee		For Information Only

The next meeting will be on . Location will be