

3/3/21 Core Team – Meeting Report

Meeting Title: Core Team Meeting
Date: March 3, 2021
Time: 7:30 AM

1. Check-In

2. Schedule

- a. Review Design Schedule:
 - i. Delivered SD documents to Wolgast
 - ii. Wolgast is working on estimating
 - iii. On schedule overall; detailed programming sessions are next
- b. Estimate Schedule:
 - i. Is moving forward; should have information by next week
 - ii. Drawing questions can be given to John and he will follow up with Jessica R

3. Pre-Project Requirements

- a. Contracts:
 - i. KAI contracts are set; Brendon will sign the contracts and return a copy to Amiee
 - ii. Brendon will send an updated letter as well regarding the roofing fee
- b. Topo Surveys received; Geotech pending
- c. Technology Consultant:
 - i. Update: Amiee is scheduled to meet with Brett; Brendon is scheduled to meet with Brett as well – Amiee to join this meeting
 - ii. District is reviewing Sarah's proposal; Amiee wants to be sure Sarah's package and Brett's package are comparable

4. Design Process

- a. New Elementary
 - i. SD review
 - ii. Brendon reviewed the SD package (various finishes, exterior, interior, lighting, flooring, etc)
 - iii. John reviewed the fire separation parameters

- iv. Pre-K Rooms
 - 1. Can the office be an observation space? Yes
 - 2. Can we eliminate the door to corridor? TBD
 - 3. Cost for one way glass in office?
 - a. Cost can be obtained/ should be minimal
 - b. The issue will be getting the lighting right
 - c. May be able to use a window film
 - d. Consider making it all glass and have just one door to the corridor – John to update the drawings
- v. Roof plan:
 - 1. Final roof needs to be determined; the building function will remain the same
- vi. Detailed programming preparation
 - 1. All programming meetings have been scheduled for this month
- b. Lake Ann
 - i. SD review
 - 1. Brendon reviewed the SD package
 - ii. Civil
 - 1. Grading issues by the proposed addition will need to be discussed; build a retaining wall and maintain the current grade or change the grade which will require more site work and the disruption of areas around the addition
 - 2. Building a retaining wall and keeping the surroundings as-is – may be the District preference
 - iii. Playground fence for Pre-K can be removed and re-located
 - iv. Roof Scan Proposal
 - 1. Have proposal from WTI for roof scanning; will send to the District for review; can determine systems once the scan results are back
 - v. Detailed programming preparation – Brendon to schedule with Amiee
- c. Betsie Valley
 - 1. Roof scan proposal: Have proposal from WTI for roof scanning; will send to the District for review; can determine systems once the scan results are back

- d. HS Remodeling
 - i. Reviewed Option F for the locker room
 - ii. Separate PE and Athletic locker rooms on each side
 - iii. Office in between each locker room
 - iv. Like the drinking fountain by the Storage Room; drinking fountains on the east and west side will be eliminated
 - v. Don't need a Janitor's Closet; should be one big room
 - vi. Office/ toilet configuration – tbd by coaches; need decision asap

- e. Transportation Building
 - i. Dan reviewed the SD package for the Transportation Building
 - ii. Aaron reviewed the civil/site plan for the bus garage
 - iii. Aaron is working with the State regarding the bus wash water/discharge – where will it go?
 - iv. Parking lot lights and security cameras will be installed as well

5. Other Items

- a. 03/08 Board Meeting preparation
 - i. BOE Meeting starts at 7pm
 - ii. Will present the schematic design to-date; new elementary, Lake Ann, Transportation Building and HS potentially; design to-date is “pending budget review”
 - iii. No discussion regarding Sinking Fund work
 - iv. Materials should be shared with Amiee by Friday so it can be included in the BOE meeting packet

- b. Sinking Fund Projects
 - i. Cleaver Brooks ClearFire versus Lochinvar boiler substitution request – final decision.
 - ii. ClearFire is the final choice per the District
 - iii. Wolgast working on submittal

6. Next Meetings

- a. The next Core Team Meeting is Wednesday, 03/17/2021