

5/12/21 Core Team – Meeting Report

Meeting Title: Core Team Meeting
Date: May 12, 2021
Time: 7:30 AM
Attendees: BCS – Brian Childs, Amiee Erfourth, Chris Noffsinger; Mike Zielinski
Wolgast – Kris Gerke
CommTech – Bret Emerson
Kingscott – Beth Adams, John Davids, Aaron Felske, Brendon Pollard, Laura Sarelis

1. Check-In

- a. Benzie team members
- b. Wolgast team members
- c. Kingscott / Commtch team members

2. Schedule

- a. No changes to overall project schedule

3. Pre-Project Requirements

- a. Amiee has signed the soil boring proposal.

4. Design Process

- a. New Elementary
 - i. Corridor flip impacts
 1. John presented four versions of the modified plans. Amiee requested some additional modifications such as:
 - a. eliminating exterior doors from PK classrooms,
 - b. reducing storage at Art
 - c. reducing storage/tech hub adjacent to the Media Commons.
 2. Need to ensure there is enough space for mechanical in the room by Art
 3. John will update the plans and review with the District
 - ii. Receiving Room size after Mech modifications:
 1. Reduced receiving storage area
 2. Receiving area was re-sized and is approximately 660 sq ft; flipped the Mechanical Room
 3. Need to ensure the interior doors are wide enough to get equipment through (boilers)

4. Electrical Room will need a second exit door per code; if possible, Mike would prefer the second exit door open into the Mechanical Room vs the Receiving area – John to check with SES
- iii. Canopy designs – review at next meeting
- b. Lake Ann Elem
 - i. Kingscott team proceeding with Design Development
- c. HS Addition
 - i. Concession Space:
 1. Need to schedule detailed programming meeting.
 2. Amiee will contact the Boosters and send potential meeting dates to Brendon; will email potential meeting dates to Mike as well.
 - ii. Mezzanine Team Room: follow up to programming
 1. Consider adding one (1) batting cage in this area; Team Room idea is out
 2. Amiee is concerned with potential damage to the floor at baseball batting cages. A vinyl cover will necessary.
 3. A batting cage use on the gym floor could coincide with volleyball but not main court basketball.
 4. If the batting cage on the gym floor were flipped, it would conflict with the dividing curtain. Amiee would prefer to have the batting cage in this area; however, is concerned with potential damage to the floor
 5. Consider having two (2) batting cages – total; one (1) in the mezzanine and one (1) at the MS; or, one (1) at the HS and one (1) at the MS
 6. Currently, there is no money budgeted for batting cages; will have to investigate pricing; divider curtain is approximately \$23k; batting cages are approximately the same cost. There is no money budgeted for re-lining the gym floor or decals, hoops, etc. There is a budget line item for bleachers.
 - iii. Medical Center – project is on hold for now
 - iv. HS Addition – Vestibule modification
 1. Adding a storage room and door
 2. Need dimension of the racks - vertical and horizontal- to ensure they fit through the doors; District to provide this information to Brendon
- d. Transportation Building
 - i. Kingscott team proceeding with Design Development
 - ii. Bus hoist – any direction from Bo on the Hoist? John has not received any information from Bo. Amiee to follow up with Bo
 - iii. Mezzanine storage concern – update on discussion with Bo. Agreed to eliminate the storage space in the mezzanine. Amiee to follow up with Bo
- e. Betsie Valley Remodeling (Phase 2): roofing will be the same as at the HS

- f. HS / MS Remodeling (Phase2)
 - i. Discussed masterplan results from programming meetings. Expansion of Science rooms and labs to the space across the hall will be considered.
 - ii. District is considering remodeling and adding to the serving line in the kitchen; what effect could this have on the Science room space? Amiee, Mike and Lisa to discuss this issue. Recommended including the Food Service consultant on this issue. This department has money left in the budget, between \$150k - \$200k to help with this potential re-design
 - iii. Test and Balance on existing air handlers (10). There is no data on the existing units due to their age. Does the District have a test and balance contractor? No, KAI will relay this to SES and work to determine next steps

- g. Technology
 - i. update from April 30, 2021 meeting. Bret is working on a budget. The budget information will be given in sections/ per building and as an overall budget unless directed otherwise. Bret prefers the work be issued as a single bid package.

5. Other Items

- a. Update on current Sinking Fund project progress
 - i. Pre-Construction Meeting was held Tuesday.
 - ii. Roofing start update:
 - 1. Kris shared that some of the materials are now on-site; some materials are on the way. There will be a delay on the roof foam – specific details and schedule are to be determined.
 - 2. The goal is to have the roof done by September.
 - iii. Boilers for Lake Ann – when will they be shut off? Once they are shut off, the electrician can begin work; demo work should be underway by the time school finishes for the year
 - iv. Monument sign: the digital components have arrived; the parts for the frame are coming. Installation is scheduled for the first part of July. Operating the sign will require training through the vendor – will be coordinated with the District
 - v. Sports schedule (for coordinating Stadium lighting work): Wolgast is working to verify the delivery dates in order to coordinate with the District regarding any sporting events
 - vi. Parking lots at Betsie Valley:
 - 1. Project is ready to go and is scheduled to begin the week of July 5th and last through the end of the month/ approximately three (3) weeks
 - 2. Will need to coordinate this project with the District as there is a summer camp being held at Betsie Valley. Need to ensure there will be an open driveway during this time

3. The contractor may need one (1) week to themselves for the asphalt work; should be able to confirm the schedule by mid-June

- vii. Beginning May 25th, Wolgast will begin site visits every Tuesday. Kris will be on-site on a regular basis, monthly

- b. Henry Road Improvements
 - i. Amiee spoke with the homeowner this week. He is willing to keep the road where it is and agreed to it being paved to the school if the District will ensure the end portion of the road is abandoned. The homeowner would like a “block” on the road at the property line to prevent traffic from advancing any further. The Road Commission is in favor of this idea.
 1. Amiee will follow up with the Road Commission
 2. Benzonia Township should come to the next Road Commission Meeting

 - ii. Timeline: paving is anticipated for late Summer 2023. Grading and gravel is anticipated for Summer 2022. The current road will not support construction traffic.

 - iii. Road Design would be up to the Road Commission and Benzonia Township

- c. Road Commission
 - i. Easement for right turn lane: reviewed the Site Plan – a right turn lane should be possible/ no concerns.

- d. BOE concerns:
 - i. With respect to the detailed SD, BOE would like at least one (1) week for review before formal discussion and approval.
 - ii. BOE would like up-to-date timelines for each project and phase - can the timeline be broken down for each project and phase?
 - iii. Brendon, Dan and Kris will discuss and develop a plan; define what each phase means – SD, DD, Bid, Construction Admin, etc. Consider scheduling time to meet with the BOE for review and discussion of this information.

6. Next Meetings

- a. Next Core Team Meeting is May 26, 2021, 7:30am