

## 6/09/2021 Core Team – Meeting Report

**Meeting Title:** Core Team Meeting  
**Date:** June 9, 2021  
**Time:** 7:30AM

Attendees: Dan Tryles, Brendon Pollard, John Davids, Aaron Felske, Laura Sarelis, Kris Gerke, Bret Emerson, Nicolette Brown, Amiee Erfourth, Chris, Brenda Noffsinger, Mary Radtke

### 1. Check-In

- a. Benzie team members
- b. Wolgast team members
- c. Kingscott team members
- d. Commtech team members

### 2. Schedule

- a. HS MS Remodeling SD – issue June 9, 2021
- b. Board information update

### 3. Pre-Project Requirements

### 4. Design Process

- a. New Elementary
  - i. Entry canopy designs – review at next meeting
  - ii. Discuss color/material selection/survey process – developing two (2) options for additional stakeholders to weigh in on
- b. Lake Ann Elem
  - i. Kingscott team proceeding with Design Development
  - ii. Water usage for existing septic field: plan is to meter in September; assume we can re-use the existing septic field.
- c. HS Addition – Concession Space: Detailed Programming Meeting
  - i. Reviewed new concession space and remodeled restrooms
  - ii. Provides room for refrigeration, counter space, storage, appliances
  - iii. Need separate storage room
    1. Needs for the storage area: space for freezers (upright & chest) – may have space for this
    2. KAI will need 1) the size of the various pieces of equipment – some items may fit on the countertop; 2) electrical load capacity for each piece of equipment; 3)

size of freezer chests

- iv. Space to display apparel – potential ideas include cart(s) in the lobby space, display case(s) in hallway, wall mounted racks
- v. There may be space below the front counter for storage – possibly food storage
- vi. Agreed ceilings should remain at the same height
- vii. Should there be a door between the concession area and the storage room? Yes, so the storage room can be locked
- viii. Storage cabinets – would like to lock them, if possible
- ix. Hand sink in the concession room (on the shared wall with the restrooms), can place shelving above the sink
- x. Boosters use a cash box vs a cash drawer
- xi. Laminate countertop is fine
- xii. Concessions openings – there are two (2) openings that are 6' each; should be fine
- xiii. Boosters use Square for credit card payments – using an iPad with the wireless network
- xiv. Budget: there is no specific line item for this project in the budget; worked inside the budget/scope for this area

d. Transportation Building

- i. Kingscott team proceeding with Design Development
- ii. Service bay crane: confirm decision – both bays? Single bay?
  1. One (1) bay is sufficient; the bay with the portable lift (middle bay)
  2. May need to strengthen the building framing to support the crane – will confirm this with the structural engineer
  3. Is one bay more economical than another?
  4. 1 ton capacity crane should be sufficient; John to follow up with Martin
- iii. Lift:
  1. Bo sent his lift preference to Amiee in an email; Amiee to forward this email to KAI
  2. Higher model 70q crane is the preference
  3. Need to send information to Martin
- iv. Water usage for existing MS septic field: the plan is to meter this in September; assume we can re-use the existing septic field
- v. Water temperature and volume required for bus wash?
  1. Water is currently close to steam level
  2. Will look into water heater options – KAI; will also garner input from mep engineers and potentially power washing engineers (Central Cleaning Systems)
- vi. Air compressor – by Owner or in contract?
  1. Mount in Supplies Room, up high?

2. Agreed to move to the Equipment Room off of the bus wash area
- vii. The block wall that separates the service bay from the wash bay - where can the block wall stop? Block wall can stop at 10' if there are no structural concerns.
  1. Same question for the back storage room.
- viii. Access control to building – which doors should be keyed vs having card readers? Two (2) main doors should have card readers as well as the bus wash area. Should be an intercom for visitors to access the building; intercom calls will go to dispatch and the office
- ix. Consider shrinking the bus parking area to 26 buses vs 30 buses
- x. Briefly discussed having a partial canopy for buses; the initial rough estimate for a bus canopy is at least \$1M
- e. Betsie Valley Remodeling (Phase 2)
  - i. Kingscott team proceeding with Design Development
  - ii. Roofing Report:
    1. Will need to tear off the roof
    2. Lake Ann can have a fluid applied membrane if the District chooses – may save on future costs; fluid applied membrane makes sense for Lake Ann
    3. Kris to discuss options with Mike
    4. Brendon will send the Tremco information to the group for review
- f. HS / MS Remodeling (Phase2)
  - i. Review Preliminary SD Package (architectural only)
    1. Life Skills Classroom: confirm countertop replacement only
      - Agreed to hold on this project until summer 2023 as the District may be able to do more with this project at that time
      - Omit from SD scope at this time
    2. Serving Line improvements:
      - Need information from Stafford Smith – the layout is yet to be finalized
      - Scheduled to be part of next summer's work (2022); District would like to do this project sooner vs later – i.e.: over winter break if possible
      - There is other work to be done in the kitchen that is not part of the bond
    3. Science Classrooms:
      - Will be reviewing concepts with Science staff this week
      - Need to ensure options/concepts are within budget

- Classrooms are within the bond; the lab portion of the project is not and is not a given
  - 4. MS Science:
    - There is nothing in the bond for this work; not pursuing at this time
  - 5. Carpet in Conference/Media Room? No, as this space may be re-purposed
  - 6. Restroom Ceilings – gyp board or lay-in? Need Mike’s input
  - 7. CR casework:
    - 12’L/66”H for pricing; \$226,800 is the bond line item amount
    - Is replacing all of the casework necessary – as it is not all currently being used by staff
    - Amiee to confirm with Dave before moving forward
    - Will identify a cost to match SD but will confirm what casework is or isn’t actually needed
  - 8. Cast iron pipe replacement – location? Need Mike’s input and specific locations
- g. Technology
- i. Any items for discussion – no update

## 5. Other Items

- a. Update on current Sinking Fund project progress
  - i. Betsie Valley
    - 1. Parking lot on track for July 5th
    - 2. Working with Topline Electric to review electrical and provide details and cost for new sign install
    - 3. Electrical underground conduit to be completed by end of month.
  - ii. Lake Ann
    - 1. Boiler demo work is complete, awaiting arrival of new boilers next week
    - 2. Looking for update on status of monument sign. Do we demo the existing sign as scheduled? Amiee shared that she spoke with Thrun and she can make the decision regarding a sign on school property it is not up to the Zoning group. Project can move forward as scheduled
    - 3. Working with Topline Electric on possible credit for electrical work to sign if existing meets new sign requirements and code.
  - iii. High School SF
    - 1. Stadium light work to begin June 21st, with new poles to be onsite the week of the 28th. State Inspector wants to see the holes before the poles are installed. Wolgast believes leaving the holes open is not a safe option

2. Field lighting – field is not affected but access to the field may be. The football coach wants to know if the field is available for 7 on 7 which is scheduled for 7/13, 7/14, 7/22 and 7/27
3. HS/MS Roofing Project – foam insulation is in shortage; the contractor has a plan to keep work consistently moving
- iv. Work continues on section 3, contractor to work on insulation and membrane, saving all the edge metal work for the chance they run out of insulation.
  1. No open RFI, No pending change events at this time.
- b. Henry Road Improvements
  - i. Holding \$300,000 in our budget for the Henry Road improvements
  - ii. Funding challenge: not the school's property
  - iii. Township to help with the cost especially since there should be no tree removal and no need to move the road
- c. Contractor OAC Meeting to follow Core Team Meeting? Meeting frequency for this year is tbd. Next year the meeting frequency will increase due to all of the work that will be underway. KAI reps will include Dan Tryles, PM and CA

**6. Next Meeting**

- a. Next Core Team Meeting is June 23, 2021, 7:30am