

03/09/2022 Core Team – Agenda w/ Notes

Meeting Title: Core Team Meeting
Date: March 9, 2022
Time: 7:30 AM

1. Check-In

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

2. Schedule

- a. Milestone dates for all the projects
 - i. New Transportation Project on Hold
 - ii. Lake Ann Contracts awarded
 - iii. New Elementary Contracts awarded
 - iv. HS Phase 1 Contracts awarded
 - v. Betsie Valley Contracts awarded; Abatement bids due 3/21
 - vi. HS MS Phase 2 Bids due 3/16; Abatement bids 3/28

3. Technology

- a. Update on Paging Project
 - i. Completion date: done end of this month
 - ii. Almost done with Elementaries; moving to the next building
- b. Technology Bid Documents
 - i. Bid Package includes technology in all buildings plus HS Auditorium audio
 - ii. Report on "Review Meeting" on Monday 3/7
 1. Reviewed Auditorium design
 2. Reuse wireless microphones
 3. Go minimal for speakers in the new weight room; just do 2 new speakers, mizer, amplifier
 - iii. Completion date for bid documents?
 1. To Amiee on Monday 3/14; she will post to Sigma
- c. Technology Budget
 - i. \$1,192,000 in Technology work scope
 - ii. ERATE reduction of \$115,000

4. Communication / Meeting Requests

- a. 3/21 Board meeting: award contracts for HS/MS Remodeling (Ph 2)
- b. March: Communicate Summer 2022 construction work plan / activities to staff
- c. Ground Breaking Ceremony for Homestead Hills
 - i. Need to develop a plan
- d. Lake Ann Heating Issues:
 - i. D&W is going to check radiant floor pump strainers for debris/blockage
 - ii. Next, D&W is going to verify water flow at the radiant floor pumps
 - 1. No date or time. DAN CALL KRIS
 - iii. Further investigation will likely look at water temperature leaving the boilers
 - iv. A 2nd meeting will be held once strainers and flow are checked

5. Utility Needs – Gas, Electric, and Phone Services

- a. Consumer's Project Coordinator
 - i. Sandra Maleitzke, 231-590-5413, SANDRA.MALEITZKE@CMSENERGY.COM
 - ii. Notification number is: 1061414195
 - iii. Kris Gerke and Dan Tryles both are "approved" by Benzie to talk with Consumers
- b. Lake Ann Elementary
 - i. DTE gas meter needs to be replaced
- c. Homestead Hills Elementary
 - i. Consumer's needs to provide new electrical service
 - ii. DTE needs to provide new gas service
 - iii. District DOES NOT NEED a conventional phone lines (for 911, fax, fire alarm)
 - 1. Fire Alarm Contractor needs to know/tell us what the outgoing signal is
- d. High School / Middle School
 - i. DTE needs to relocate gas line at Weight Room addition
 - ii. Has DTE marked the existing gas line? Not yet
 - iii. Aaron: we have not received a response from Consumer's on moving this line
 - iv. Amiee reached out to Nate, no response
 - v. Amiee will call Winston
- e. Betsie Valley
 - i. Consumer's electrical study needs to be completed
- f. New Transportation
 - i. Consumer's needs to provide new electrical service
 - ii. DTE needs to provide new gas service

6. Design / Bid Process

- a. New Transportation Building – On Hold
 - i. REVISIT this in March 2022 (and again in August) pending contingency availability

- b. Lake Ann Elem CR Addition
 - i. State BCC / BFS plan review approval pending; Benzie forwarded payment
 - ii. Submittals / shop drawings underway
 - iii. Construction logistics plan: review at 3/16 Core Team meeting
 - iv. Septic Permit – water flow?
 - 1. Health Dept looking for meter flows
 - 2. Design based on 360 kids at 20 gallons per day
 - 3. Mike says 8,000 gallons every 8 days
 - 4. MIKE and AARON to determine actual flow
- c. Homestead Hills Elementary
 - i. State BCC / BFS plan review approval pending; Benzie forwarded payment
 - ii. Submittals / shop drawings coming
 - iii. Owner needs to establish an address for the new elementary
 - iv. Glycol redesign update: SES redesign/resizing is complete
 - 1. Only (3) pieces of MEP equipment have to be changed
 - a. Unit Heater: changed to a different model unit
 - b. Expansion Tank: changed to smaller unit
 - c. Glycol Makeup Unit: changed to a smaller unit (for snow melt system)
 - 2. Kingscott/Wolgast has shared the changes w/ D&W
 - 3. Awaiting final selections from supplier for new snow melt components:
 - a. Heat exchanger, Pumps, Air Separator, and Expansion Tank
 - 4. Kingscott will issue formal PR #1 once snow melt equipment is complete
 - v. Reminder: Grease trap will be concrete w/ safety “grid” installed at the manhole cover
 - vi. Henry Road Improvements / Road Commission / DTE
 - 1. Easement work progress
 - a. DTE gas line staking is complete
 - b. Fleiss and Vandenbrink survey is complete
 - c. F&V has provided DRAFT Easement Legal Description (see attached)
 - i. Amiee sent to Matt Skeels (will share w their attorney)
 - ii. Next step is review by all parties; then signatures
 - d. Attorney review and approve Easement Legal Description
 - e. Send to RC for review and approval
 - 2. Platte River lease agreements
 - a. Amiee has a document from attorney
 - b. RC needs sign it
 - c. RC wants to wait until June 30 (when lease expires...)
 - d. Amiee to take this to the Board for approval
- d. HS Addition & Locker Room Remodeling
 - i. State BCC BFS plan review approval pending; Benzie forwarded payment

- ii. Submittals / shop drawings underway
 - iii. Kingscott: working on revised drawings for MEP/Structural cleanup; Kingscott will issue updated drawings to Wolgast on 3/15, including metal panel on west Gym wall
 - iv. New fitness equipment: order in April; plan to deliver in late August
 - v. Gym Bleachers
 - 1. Interkal can get (2) 13-row bleacher sections on the south wall with 3'-8" clear to existing main court line
 - 2. Sections can operate / be deployed independently
 - 3. Interkal is working to maximize bleacher seating on the north wall
 - vi. Condition of existing Septic Field
 - 1. AJ's will be on site Tomorrow to dig test holes; 10:30am
 - 2. Mark (Health Dept), Kris, and Aaron will be on site
- e. Betsie Valley Remodeling
- i. State BCC BFS plan review approval pending; Benzie forwarded payment
 - ii. Submittals / shop drawings underway
 - iii. Trane vs. Daikin unit ventilators (Merv 8 + dynamic filtration vs Merv 13 w/ Bi-Polar)
 - 1. District is not a big fan of Trane
 - 2. Cost difference between Trane and Daikin units?
 - iv. Kingscott: working to issue Canopy Improvements in a Proposal Request
 - 1. District prefers Dark brick option with wood fascia at gable and columns
 - 2. Use a "Composite" instead of real wood boards (better maintenance...)
 - 3. District would like to see an option showing gray Versatech boards
 - 4. Idea: "ledge" stone base? REAL STONE SYSTEMS & TRESPA
 - v. Betsie Valley abatement bids due on 3/21
- f. HS / MS Remodeling (Phase2)
- i. State BCC BFS plan review approval pending
 - ii. Kingscott issued Addendum 1 on 3/7
 - iii. Wolgast / Kingscott working to answer prebid RFI's
 - iv. Bid opening on 3/16 at 2:00pm
 - v. Construction Timing: goal complete the Weight Room by end of Summer 2022
 - vi. Septic Field Basis of Design
 - 1. Health department wants a new basis of design
 - 2. Capacity 650 (w people on the stage)
 - 3. Auditorium is used 20 times per year
 - 4. Plan to use for basketball, volleyball, wrestling events
 - vii. New LED lighting in the auditorium this summer: theatrical and house
 - 1. Mike Update – Thinks Vendor can do it

g. New Furniture

- i. \$826,000 budgeted for Homestead Hills Elementary
- ii. Reality is entire District needs new furniture
- iii. Amiee and Laura met last Friday to begin FFE planning work
 - 1. Update for Core Team?
 - 2. Tested the budget last Friday
 - 3. Thinking we need about \$1.5m
 - 4. Working on a Google survey for staff – gives seating options and asked for staff preferences (single desks, double desks, etc.)
 - 5. LAURA finding images of student chair and desk options
 - 6. AMIEE survey existing building furniture (thru current staff)
- iv. Timeline: Planning now through September; Solicit vendor quotes October and November; Award recommendation to Board in December; Delivery in August 2023

7. Other Items

- a. Overall budget
 - i. Overall budget is favorable
 - ii. Transportation Building budget has \$770k left
 - iii. Technology is a concern; need to look at “wants” vs “needs”
 - iv. Abatement costs could be \$300k to \$600k
- b. Kingscott Construction Administrator (CA) will be Steve Lucas
 - i. Wednesday’s will be the day that Steve Lucas is on site
- c. Transition from “Design” to “Construction” Meetings & Activities
 - i. Benzie: would it be helpful to focus our next CORE meeting on expectations for Construction?

8. Next Meeting

- a. Next Core Team on March 16, 2022, 7:30am
- b. Special meeting 3/16 after the bid opening, 3:00pm – DAN SEND INVITATION
- c. MEET WEEKLY on Wednesday’s at 7:30am through the bidding and redesign effort