

Meeting Notes

Hampton Falls

school design

Meeting date

meeting number

April 12, 2018

1

Attended meeting

Nancy Tuttle Ntuttle@sau21.org , Mark Lane mlane@sau21.org, Greg Parish gparish@sau21.org, Matt Ferreira mferreira@sau21.org, Mark Deblois mdeblois@sau21.org, Alan Lajoie alajoie@sau21.org, Marc Lehoullier mlehoullier@tridentgrp.com, Lance Whitehead lance.whitehead@lbpa.com Anne Ketterer Anne.ketterer@lbpa.com , John Deloia deloiaj@eckmanconstruction.com

Key topics discussed

1.01 A schedule of design through GMP was discussed. ECCI to provide

1.02 We discussed the advantages and disadvantages of steel verses masonry bearing. We will stay with the steel frame with light gage metal infill as originally anticipated.

1.03 The owner will issue an LOI to get the design started. The initial authorization, in order to get the design started will be a partial. The remaining design money will not be available until mid to late June when the bond is sold. We discussed three POs being issued by the owner. 1. The initial partial 2. to complete the design and 3. A third at GMP. The owner hopes to issue an LOI soon to allow design to start. ECCI and LBA are ready to start once the notice is received.

1.04 We discussed how the process would proceed from now through construction and the possibility that we may need to have some packages bid and released early. The MEP is design build therefore, it is needed early in the design process. There are other trades such as site, foundation and steel that may have lead time and schedule issues that will require an early release package.

1.05 Temp classroom Trailers and foundations: The owner will have them removed this summer. If needed the foundation removal could be added to the site design and scope. Owner to advise

1.06 Marc and John to review the Geo testing completed several years ago.

1.07 The Civil design is by the owner. Marc will work on

1.08 Marc will contact John Turner about testing

1.09 A discussion was held about the existing entrance . Lance stated that the new design does not have a lobby. In the current design we are connecting the classroom addition to the existing building adjacent to the existing lobby. This was a design modification made last fall based on the owners direction.

1.10 MEP packages will need to bid in June and be approved in July

Meeting Notes

Hampton Falls

school design

- 1.11 The new addition will have a steel frame with metal studs and painted drywall walls.
- 1.12 We agreed that the floor plan and program developed last year was complete and would be used going forward.
- 1.13 Lance asked about lockers in the corridors. The school will be relocating lockers for the 3-4 wing. Lance asked for quantities.
- 1.14 We discussed security, data, smart boards etc that will be provided by the owner. The design team needs this information so it can be coordinated with the design. The owner is going to get some information together.
- 1.15 We discussed logistics and how the parking and bus drop off would need to change starting in September. ECCI to start a logistics plan
- 1.16 Contract draft: The team is working on a contract draft. Everyone would like it to have the contract completed this month.
- 1.17 The owner is working on who will be part of the team and represented at the design meetings.
- 1.18 Next meeting is scheduled for May 10, 2018 @ 9:00am @ the SAU