



Meeting #7

Eckman Construction
84 Palomino Lane
Bedford, New Hampshire 03110

Project: 409 - Lincoln Akerman School
8 Exeter Road
Hampton Falls, New Hampshire 03844
Fax: 03844

Construction Progress Meeting Minutes

MEETING DATE: 12/13/2018 **MEETING TIME:** 9:00 AM - 11:00 AM Eastern Time (US & Canada)

MEETING LOCATION: ECCI Job Trailer - Lincoln Akerman School

OVERVIEW:

Meeting every other Thursday to discuss construction progress for the Lincoln Akerman School Addition project.

NOTES:

ATTACHMENTS:

ATTENDEES:

Name	Company	Phone Number	Email	Attendance
John Deloia	Eckman Construction Company, Inc.	Tel: (603) 623-1713 ext. 221	deloiaj@eckmanconstruction.com	For Distribution Only
Jon Krygeris	Eckman Construction Company, Inc.	Tel: (603) 623-1713	krygerisj@eckmanconstruction.com	Present
Mike Tremblay	Eckman Construction Company, Inc.	Tel: (603) 656-6266	tremblaym@eckmanconstruction.com	Present
Anne Ketterer	Lavallee Brensinger Architects	Tel: (603) 622-5450	anne.ketterer@lbpa.com	Absent
Lance Whitehead	Lavallee Brensinger Architects	Tel: (603) 622-5450	lance.whitehead@lbpa.com	Absent
Ed Beattie	SAU 21	Tel: (603) 926-8992	edwardbb@comcast.net	Absent
Matt Ferreira	SAU 21	Tel: (603) 926-8992	mferreira@sau21.org	Present
Tony Fransciosa	SAU 21	Tel: (603) 926-8992	afprops@yahoo.com	Present
Alan Lajoie	SAU 21	Tel: (603) 926-2539	alajoie@sau21.org	Present
Mark Lane	SAU 21	Tel: (603) 926-8992	mlane@sau21.org	Absent
Will Lojek	SAU 21	Tel: (603) 926-8992	will@lojekconstruction.com	Present
Bill Lupini	SAU 21	Tel: (603) 926-8992	blupini@sau21.org	Absent
Greg Parish	SAU 21	Tel: (603) 926-8992	gparish@sau21.org	Absent
Beth Raucci	SAU 21	Tel: (603) 926-8992	braucci@sau21.org	Absent
Todd Santora	SAU 21	Tel: (603) 926-8992	toddsan@comcast.net	Absent
Larry Smith	SAU 21	Tel: (603) 926-8992	lmsmith20@comcast.net	Absent
Nancy Tuttle	SAU 21	Tel: (603) 926-8992	ntuttle@sau21.org	Absent
Marc Lehoullier	Trident Project Advisors and Development Group	Tel: (603) 898-6110	mlehoullier@tridentgrp.com	Present

These meeting minutes are believed to be an accurate reflection of those items discussed and the conclusions that were reached during the referenced meeting.

Please contact Eckman Construction if there are any discrepancies or questions with the content of these minutes.

Uncategorized Items						
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
1.3	1	Subcontractor and Vendor Recommendations	Marc Lehoullier (Trident Project Advisors and Development Group), Jon Krygeris (Eckman Construction Company, Inc.)			Open
Official Documented Meeting Minutes: Jon has submitted the millwork sub recommendation. Marc will review and forward to Matt for approval if acceptable. The painting sub recommendation will be sent next week.						
1.5	1	Site Safety & Logistics	Mike Tremblay (Eckman Construction Company, Inc.), Jon Krygeris (Eckman Construction Company, Inc.)			Open
Official Documented Meeting Minutes: No immediate site safety concerns to review. The concrete slab on deck placement is scheduled for next Tuesday. Concrete trucks will arrive starting at 6AM and are projected to be done prior to bus arrival. If this schedule is impacted, Mike will escort trucks back to the site.						
1.6	1	Look Ahead Schedule	Mike Tremblay (Eckman Construction Company, Inc.)			Open
Official Documented Meeting Minutes: Slab on deck is scheduled for Tuesday 12/18/18. The roofers will start late next week. Metal stud framing is scheduled to start the week after New Years.						
1.10	1	Next Meeting	Jon Krygeris (Eckman Construction Company, Inc.)			Open
Official Documented Meeting Minutes: It was discussed and agreed that a conference call will be scheduled for 9AM Thursday 12/27/18 only if there is an imminent issue that requires discussion by any party of the project team. If that is not required, the next meeting will be scheduled for Thursday 1/3/19 at 9AM at the site.						
1.11	2	Requisitions	Jon Krygeris (Eckman Construction Company, Inc.)			Open
Official Documented Meeting Minutes: The November requisition has been certified, approved by Trident and has been forwarded to the SAU for payment processing.						
1.13	2	Additional Work	Marc Lehoullier (Trident Project Advisors and Development Group), John Deloia (Eckman Construction Company, Inc.)	12/ 01/ 2018		Open
Official Documented Meeting Minutes: ECCI sent out a revised budget proposal for the Gym and Cafeteria improvements yesterday. The proposal and scopes were reviewed in detail at this meeting. Jon noted that as a result of investigation by ECCI and the design-build HVAC sub and a walkthrough with Alan, it was discovered that the existing ventilation units in the Gym provide make-up air to offset the exhaust hoods in the kitchen. These units are currently non-function. It was confirmed at the meeting that these units haven't been functional for decades. ECCI has assumed replacement of these units with a ground mounted ERV with hot water coils fed from the existing boiler. This unit has been sized to accommodate providing make-up air for the kitchen. The option of an independent make up air unit for the kitchen was discussed. The future Cafe HVAC scope was discussed as well. The budget pricing includes a new ERV for this space to replace the three (3) existing ERV's in the classrooms now. Matt asked for a review of the architectural design costs. All SAU representatives expressed that the design costs seem high. Matt asked ECCI to review these costs again with the architect and provide an itemized estimate included projected time to complete the design for this area. The option of cutting down the scope in the Cafe was discussed which may include keeping existing and just patching floors and ceilings. Jon noted that ECCI and LBA likely will have an objection to participating in the project if it is done in this reduced format as it isn't the correct way to construct these spaces. Jon will discuss with ECCI management. The following items will likely be cut from the scope: remove bleachers at gym, remove new lighting from gym scope, remove data costs from gym estimate. Marc also objects to the projected 2019 escalation factor in the proposal as the major subs have resubmitted budgets based on an expectation of work in 2019. The General Conditions estimated for the						

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Meeting #7

	project apply whether one or all projects are approved. Also, it was requested that ECCL obtain a stamped letter from the HVAC engineer working for Oliver confirming the actual requirement for air changes and CFM for fresh air for the new Cafe space. The SAU will pay for the engineer's time if required.				
1.14	5	Change Requests	Jon Krygeris (Eckman Construction Company, Inc.)		Open
Official Documented Meeting Minutes: The current list of pending change requests are: <ul style="list-style-type: none"> - Reduce the landscaping allowance from \$40,000 to \$10,000 - Washer/dryer and alcove at the Custodial closet - Projector outlets - Unsuitable soils removal? - Power supplies for security hardware 					
1.15	6	Intercom System	Alan Lajoie (SAU 21)		Open
Official Documented Meeting Minutes: No update.					

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