



MEETING NOTES – Building Committee Provincetown High School Building Project

Date: June 16, 2016

List of Attendees: See enclosed sign-in sheet

Abbreviations:

- ACMI:** Atlantic Construction & Management, Inc.
- TOP:** Town of Provincetown
- PS:** Provincetown School
- RDA:** Raymond Design Associates, Inc.
- BVH:** BVH Integrated Services, P.C. – Commissioning (Cx) Agent
- EAS:** E. Amanti & Sons, Inc. (HVAC/Accessibility Upgrades GC)

ITEM	SUBJECT	ACTION BY	DATE BY
12.01	Dr. Singer provided updates on the with Auditorium seating supplier and wood floor finisher. The School Committee has authorized the use of external funds for seats. Updated will be provided by SBC to TOP Select Board.	Record	Ongoing.
13.01	The SBC voted unanimously to utilize the CPA funds of \$40,000.00 for the additional wall paint and wood work finishes in the auditorium and utilize the School Choice funds of \$60,000.00 for the Auditorium chairs. <i>(Post meeting: Anne Howard has reviewed the seating layout and seating material compliance with CAL 117 requirements only.)</i>	Record	N/A
13.02	THE SBC voted to authorize the entry changes if the cost does not exceed \$100,000.00	Record	N/A
13.03	Dr. Singer is exploring the requirements of the stage lighting and will update the SBC. The lighting panel will need to be designed and completed in anticipation of the stage lighting.	Record/Ongoing	ASAP

Next meeting: August 3, 2016 at 11:00 AM
Future meetings: 9/7/2016, 10/5/2016, 11/2/2016, 12/7/2016 (tentatively at 11:00 AM)

Major Milestones Summary (for details refer to Drawing PH 1.00):

- Gym Roof – Completed
- Boiler room – April vacation week to 11/25/2016 – Ongoing
- *Major interior work (main building – all floors, gym, science and locker rooms) – Summer vacation
- *Arts/Music room/Auditorium – Summer vacation through 11/25/2016
- *Gym masonry work – ongoing with completion by 7/25/2016
- Roof work – other roofs to commence on completion of Gym roof.

Project Substantial Completion – 11/25/2016

Accuracy Notice: We have sought to record accurately the minutes of this meeting. If any of the above items do not agree with your understanding, please contact the undersigned within two (2) days from the date of this document.

Prepared and Submitted by:

Suresh Bhatia, Atlantic Construction & Management, Inc.

CC: Attendees, file

Attachments: Sign-in sheet, Budget update.