

## **April 12, 2018 EP Natatorium Project Kick-Off meeting**

**Attendance: Andy Cecere, Garrett Lewis, Rick Evans, Greg Milbrand, Chad Reigle, and Betsy Holley**

### **1. Introduction to Team**

Jeff will be project manager, not on site full time. Darryl is the Superintendent who will be onsite when the contractors are working. Tim is the chief estimator who will work with the architects during the planning phase.

### **2. Clearances and Building Security**

Reynolds (RES) will email Betsy clearance packets for every person on site for approval. Reynolds does not review the information prior to sending, they simply make sure all documents are in the packet. They request a maximum 7 day turnaround. If no response from district, approval is assumed. Reynolds does not keep the clearances on file, the district will for audit purposes. Once a contractor is approved, a sticker will be placed on their hardhat indicating they have been approved.

4 contractor badges will be given to RES with 24 hour building access. An alarm code will also be assigned to RES. Entry for the contractors should be the back door by the pool, near the alarm pad.

Betsy to provide a schedule of building events and activities to RES so they are aware of other building uses.

### **3. Construction Schedule**

The architectural permit drawings and the pool permit is completed and currently undergoing an in-house review. The permits will then go to the township for approval. The district will be copied on the information when sent to the township. The goal is to get the permits to the township next week, historically a 4 week turnaround on approval.

Demo work can begin prior to permit approval and RES hopes to begin the 1<sup>st</sup> half of May. Still on schedule for an Aug 13 completion.

A majority of the work will be done second shift, beginning at 3:30 plus eight working hours.

Communication to the public, staff and the Board was discussed. A section on the district website will be created to keep the public informed of the progress. RES can provide an update to the full board at the second meeting of each month. The board updates will be

discussed at our April 24 facilities meeting. Betsy will send the board meeting dates to Andy and Garrett.

#### **4.Q&A Sheet follow up**

The question and answer sheet sent to RES during contract negotiations was discussed and a few points were clarified.

#11 – Full building automation credentials will be provided for the EDOS process

#20 – Placement of toe ledge was clarified to run up the length of the pool and not the width of the pool. The toe ledge should not be in the area where flip turns are done in the shallow end. The toe ledge will remain in the deep end where flip turns are done.

#22 – The expansion joint on the outside wall with the HVAC louvers is still being investigated. If needed, RES will provide the solution through the project.

#27 – Integration of alarms will be built in per the desire of the district.

The committee also discussed the new code requirement to mark the pool deck 3' back from the shallow end for rope placement. This will be done on the decking.

#### **5. Open Construction Items**

- a. **Storm Pipe** - Heim was out on Monday to camera the storm line. Half of this line is under the locker rooms and is in bad shape. It is a bad practice to run this type pipe underground. They are looking at solutions to run the pipe overhead. The storm line that is currently in better condition will be relined to prevent further damage. Starting to show signs of wear and tear. They will also line the small section of pipe under the outdoor concrete steps to prevent any future repair needs.
- b. **Door** –the two (2) entry doors are 3' wide, which is code compliant. The area is not code compliant because of the thick walls which limit the approach and turning radius. The suggested solution is to change the lenth over the door and the hardware. The door will be the same size but have a different configuration for access issues. They will still be stainless steel frames and FRP doors.
- c. **Fixtures** – the current fixtures will be kept, Kohler
- d. **Locker Room ADA Compliance** – The lockers are currently ADA compliant. The district has 2 in each locker room and 4 in each are needed. The taller lockers have shelves that are above the 48" ADA requirement. The shelves in the existing lockers can be lowered to comply. If the district accepts this change, a credit will be issued. Credits throughout the project will be applied and a reconciliation completed at the end of the job. The credits will be in the form of an amendment. The guide handrail leading to the basement on both sets of outside stairs is being replaced as well. The district agreed to accept the change to use the existing lockers and lower the shelves to be code compliant.

- e. **Equipment** – All of the equipment is being ordered as early as possible. The list of equipment will be submitted to Chad for review/approval. No response/silence from the district is taken as implied consent.

## **6. Meeting Schedule**

Construction progress meetings will be scheduled bi-weekly and RES and the district will be in attendance. Subcontractors are not typically part of these meetings. The meetings will be held on Thursdays at 9am through the project. Garrett will send an invite via email.

## **7. EDOS update**

The district provided information on the RFP process, 8 proposals have been submitted and sent to the board for review. The board has been asked to provide scoring sheets by Tuesday, April 17, to Betsy so they can be tabulated. The RFP will be on the agenda for board discussion, possible approval on 4/19 or approval will be at the 5/3 regular meeting.

RES is in the process of scheduling a walk-through or tour of each building. The district noted that April 20 and 23 students will be off and this may be a good time to schedule the tours.