Meeting #62

KCSD Steering Committee Meeting Minutes

MEETING DATE: 06/10/2020 MEETING TIME: 3:00 PM - 4:00 PM

MEETING LOCATION: Conference Call

OVERVIEW:
Kingston City School District KHS Second Century Capital Plan – Steering Committee Meeting #62
Call in #: 518-640-6360
Conference ID: 264122#

NOTES:

ATTACHMENTS:

ATTENDEES:

<table>
<thead>
<tr>
<th>Name</th>
<th>Company</th>
<th>Phone Number</th>
<th>Email</th>
<th>Attendance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mike DeLima</td>
<td>BBL Construction Services, LLC</td>
<td>Tel: (518) 452-8200 ext. 4121</td>
<td><a href="mailto:mdelima@bblinc.com">mdelima@bblinc.com</a></td>
<td>Present</td>
</tr>
<tr>
<td>Carlee Yavaniski</td>
<td>BBL Construction Services, LLC</td>
<td>Tel: (518) 452-8200 ext. 4122</td>
<td><a href="mailto:cyavaniski@bblinc.com">cyavaniski@bblinc.com</a></td>
<td>Present</td>
</tr>
<tr>
<td>Mary Beth Bonville</td>
<td>Kingston City School District</td>
<td>Tel: (845) 339-3000</td>
<td><a href="mailto:mbonville@kingstoncityschools.org">mbonville@kingstoncityschools.org</a></td>
<td>Present</td>
</tr>
<tr>
<td>Tom Clapper</td>
<td>Kingston City School District</td>
<td>Tel: (845) 339-3000</td>
<td><a href="mailto:tclapper@kingstoncityschools.org">tclapper@kingstoncityschools.org</a></td>
<td>Present</td>
</tr>
<tr>
<td>Vincent DeCicco</td>
<td>Kingston City School District</td>
<td>Tel: (845) 339-3000</td>
<td><a href="mailto:vdecicco@kingstoncityschools.org">vdecicco@kingstoncityschools.org</a></td>
<td>Present</td>
</tr>
<tr>
<td>Margarita Lekaj</td>
<td>Kingston City School District</td>
<td>Tel: (845) 339-3000</td>
<td><a href="mailto:mlekaj@kingstoncityschools.org">mlekaj@kingstoncityschools.org</a></td>
<td>Present</td>
</tr>
<tr>
<td>Allen Olsen</td>
<td>Kingston City School District</td>
<td>Tel: (845) 339-3000</td>
<td><a href="mailto:aolsen@kingstoncityschools.org">aolsen@kingstoncityschools.org</a></td>
<td>Present</td>
</tr>
<tr>
<td>Dr. Paul Padalino</td>
<td>Kingston City School District</td>
<td>Tel: (845) 339-3000</td>
<td><a href="mailto:ppadalino@kingstoncityschools.org">ppadalino@kingstoncityschools.org</a></td>
<td>Present</td>
</tr>
<tr>
<td>Kristin Shufeldt</td>
<td>Kingston City School District</td>
<td>Tel: (845) 339-3000</td>
<td><a href="mailto:kshufeldt@kingstoncityschools.org">kshufeldt@kingstoncityschools.org</a></td>
<td>Present</td>
</tr>
<tr>
<td>Gary Tomczyk, Jr.</td>
<td>Kingston City School District</td>
<td>Tel: (845) 339-3000</td>
<td><a href="mailto:gtomczykjr@kingstoncityschools.org">gtomczykjr@kingstoncityschools.org</a></td>
<td>Absent</td>
</tr>
<tr>
<td>Beth Woodard</td>
<td>Kingston City School District</td>
<td>Tel: (845) 339-3000</td>
<td><a href="mailto:bwoodard@kingstoncityschools.org">bwoodard@kingstoncityschools.org</a></td>
<td>Present</td>
</tr>
<tr>
<td>James Childs Sr</td>
<td>Kingston School Board of Education</td>
<td>Tel:</td>
<td><a href="mailto:jchilds@kingstoncityschools.org">jchilds@kingstoncityschools.org</a></td>
<td>Absent</td>
</tr>
<tr>
<td>Nora Scherer</td>
<td>Kingston School Board of Education</td>
<td>Tel:</td>
<td><a href="mailto:nscherer@kingstoncityschools.org">nscherer@kingstoncityschools.org</a></td>
<td>Present</td>
</tr>
</tbody>
</table>

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 BBL Construction Services if there are any discrepancies or questions with the content of these minutes.
### Field House 2nd Phase

<table>
<thead>
<tr>
<th>No</th>
<th>Title</th>
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<th>Old/New?</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.1</td>
<td>Epoxy Replacement</td>
<td>Alex Soto <em>(KSQ Design)</em>, Carlee Yavaniski <em>(BBL Construction Services, LLC)</em></td>
<td></td>
<td></td>
<td>Open</td>
<td>Old</td>
</tr>
</tbody>
</table>

**Official Documented Meeting Minutes:**

- Demo is complete of the existing flooring system.
- Prep work ongoing with epoxy scheduled for early next week.
- Work is scheduled to be done by the end of July
- KSQ reviewed work in progress on 6/4, all items and existing conditions are in order - No issues per Alex Soto

**Previous Meeting Minutes:**

05/13/2020:

- A meeting is being held today with Millburn Flooring to review material procurement and schedule.
  - Work is scheduled to begin on 6/1. KCSD is working on removing items from these locker rooms.
- Work is scheduled to be done by the end of July
- The pool has been emptied by KCSD.

| 1.2 | Optimus Updates        | Allen Olsen *(Kingston City School District)* |          |          | Open   | Old      |

**Official Documented Meeting Minutes:**

- John Osborne is reviewing options for final sign-offs regarding closing out Optimus.
  - A call will be set up with Allen Olsen, BBL and KSQ to resolve final items.

**Previous Meeting Minutes:**

05/13/2020:

- John Osborne is reviewing options for final sign-offs regarding closing out Optimus.

### Change Management Updates

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<tr>
<th>No</th>
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</tr>
</thead>
<tbody>
<tr>
<td>2.1</td>
<td>Change Management - Main Phase 2</td>
<td>Alex Soto <em>(KSQ Design)</em>, Mike DeLima <em>(BBL Construction Services, LLC)</em></td>
<td></td>
<td></td>
<td>Open</td>
<td>Old</td>
</tr>
</tbody>
</table>

**Official Documented Meeting Minutes:**

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 BBL Construction Services if there are any discrepancies or questions with the content of these minutes.
• Various change event items being addressed as the job progresses. No significant issues to report.

Previous Meeting Minutes:
05/13/2020:
• Misc change event items being addressed as the job progresses. No significant issues to report.

**KHS Tracking Items**

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</tr>
</thead>
<tbody>
<tr>
<td>3.1</td>
<td>BOE Meeting Presentations</td>
<td>Carlee Yavanski (BBL Construction Services, LLC)</td>
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<td></td>
<td>Open</td>
<td>Old</td>
</tr>
</tbody>
</table>

**Official Documented Meeting Minutes:**

• BBL will send in a presentation for the BOE to review at the 6/17/20 meeting.

**Previous Meeting Minutes:**
05/13/2020:
• BBL will send in a presentation for the BOE to review at the 5/20/20 meeting.
  • Dr. Padalino requested a quick call prior to the BOE meeting to review the presentation as he will be reviewing it with KCSD BOE.
  • BBL offered to attend all virtual Board meetings if needed by the District.

| 3.2 | BBL Budget Update - Main Phase 2     | Mike DeLima (BBL Construction Services, LLC)    |          |          | Open   | Old      |

**Official Documented Meeting Minutes:**

• No updates or changes at this time - ongoing.

**Previous Meeting Minutes:**
05/13/2020:
• No updates or changes at this time - ongoing.

| 3.3 | Owner’s Representative               | Tom Clapper (Kingston City School District)     |          |          | Open   | Old      |

**Official Documented Meeting Minutes:**

• The maintenance staff continues moving items into KHS Main for teachers to occupy the East side of the 1st and 2nd once school re-opens.

**Previous Meeting Minutes:**
05/13/2020:
• The maintenance staff continues moving items into KHS Main for teachers to occupy the East side of the 1st and 2nd once school re-opens.
• The maintenance staff is also working on moving items out of the West side and music area of KHS Main as this is the next area for construction.

| 3.4 | MJM Windows                          | Tom Clapper (Kingston City School District)     |          |          | Closed | Old      |

**Attachments:**
MJM Window.pdf

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 BBL Construction Services if there are any discrepancies or questions with the content of these minutes.
Official Documented Meeting Minutes:

• MJM window install is complete - see the attached photo. Item closed.
• Allen Olsen will decide what to label the casing as it is currently blank and doesn't note what it is for viewers.

Previous Meeting Minutes:
05/13/2020:
• Window is complete and with KCSD.
• Case is complete but the business is closed until May 19th. Following re-opening the ship date can be arranged with KCSD.

3.8 Site Access and Concerns

<table>
<thead>
<tr>
<th>Carlee Yavaniski (BBL Construction Services, LLC)</th>
<th>Open</th>
<th>Old</th>
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Official Documented Meeting Minutes:

• No District concerns at this time.
• BBL is coordinating egress with KHS Admin as the stairwell work on the East side and Main entrance is ongoing.

Previous Meeting Minutes:
05/13/2020:
• No District concerns at this time.

3.9 Main Tree Removals

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<tr>
<th>Tom Clapper (Kingston City School District)</th>
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<th>Old</th>
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Official Documented Meeting Minutes:

• PO was sent to Davey's Tree Service. BBL to follow up with Tom Clapper about scheduling this work.

Previous Meeting Minutes:
05/13/2020:
• Currently waiting for favorable weather to complete the tree trimming. PO is currently with KCSD

3.10 Carnegie Fascia Painting

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<thead>
<tr>
<th>Carlee Yavaniski (BBL Construction Services, LLC)</th>
<th>Open</th>
<th>Old</th>
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Official Documented Meeting Minutes:

• Pricing was received and is being reviewed with Tom Clapper.
• BBL noted that this is a fairly large cost.
• A question was raised by KCSD if this could be completed with District personnel. It was recommended that this work is not done within District personnel as there is some lead prep, flashing repair and lifts needed.

Previous Meeting Minutes:
05/13/2020:
• This work is scheduled to be complete this spring.
• Pricing was received and is being reviewed with Tom Clapper.

3.11 Field House Dectron Unit

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<thead>
<tr>
<th>Carlee Yavaniski (BBL Construction Services, LLC)</th>
<th>Open</th>
<th>Old</th>
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Official Documented Meeting Minutes:

• Dectron work began this past Monday, 6/8.
  ◦ Danforth will begin with demo and ductwork layout

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 BBL Construction Services if there are any discrepancies or questions with the content of these minutes.
Existing concrete will be removed in early July with new unit install in late-July

- Work is scheduled to be complete in early August.

Previous Meeting Minutes:
05/13/2020:
- Danforth is continuing to send in submittals in preparation for work to be completed this summer.
- Currently looking at options to start this work early now that school is closed.

KHS Phase 2 Updates

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<tbody>
<tr>
<td>4.1</td>
<td>Phase 2 - Main Building Renovation/Tobin Whiston Demolition Project</td>
<td>Carlee Yavaniski (BBL Construction Services, LLC)</td>
<td>Open</td>
<td>Old</td>
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Official Documented Meeting Minutes:
- Work continues on the remainder of the ground floor, scheduled to be turned over to the District late June, with the following items:
  - Ceramic tile ongoing in bathrooms
  - Operable partition install week of 6/15
  - Wheelchair lift scheduld for week of 6/15
  - Epoxy flooring scheduled for week of 6/15
  - Painting / wood restoration continues
  - Doors and hardware install ongoing
- Sitework continuing this month with demo of the East stairwells and forming of the new steps
- Tobin-Whiston
  - Abatement continues
  - Building demo targeted for late-July
  - Paving targeted for late-Fall

Previous Meeting Minutes:
05/13/2020:
- Punchlist for 2nd floor and 1st floor issued and work is being completed.
- Nurses area punchlist generated by K5Q on 5/7
- 2nd Floor and 1st floor East, Nurses area and ground floor west corridor are at the substantial completion point for turnover to the District.
- Work continues on the remainder of the ground floor, scheduled to be turned over to the District in June, with the following items:
  - MEP rough in in the four bathrooms complete
  - Framing following MEP completion in the bathrooms
  - Sheetrock and taping continuing in bathrooms and classrooms
  - Casework installation ongoing
  - Painting and wood restoration ongoing
- Sitework continuing this month at the courtyard stairwells, exterior wall parging and masonry work
- Tobin-Whiston abatement is scheduled to begin this week

4.2 Auditorium

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<tr>
<td></td>
<td>Auditorium</td>
<td>Carlee Yavaniski (BBL Construction Services, LLC)</td>
<td>Open</td>
<td>Old</td>
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</table>

Official Documented Meeting Minutes:
- The general contractor submitted pricing for the added curtains / guardrail -- this is currently under review.

Previous Meeting Minutes:
05/13/2020:
- Punchlist for 2nd floor and 1st floor issued and work is being completed.
- Nurses area punchlist generated by K5Q on 5/7
- 2nd Floor and 1st floor East, Nurses area and ground floor west corridor are at the substantial completion point for turnover to the District.
- Work continues on the remainder of the ground floor, scheduled to be turned over to the District in June, with the following items:
  - MEP rough in in the four bathrooms complete
  - Framing following MEP completion in the bathrooms
  - Sheetrock and taping continuing in bathrooms and classrooms
  - Casework installation ongoing
  - Painting and wood restoration ongoing
- Sitework continuing this month at the courtyard stairwells, exterior wall parging and masonry work
- Tobin-Whiston abatement is scheduled to begin this week

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 BBL Construction Services if there are any discrepancies or questions with the content of these minutes.
The general contractor is currently pricing up the work for the added curtains in the auditorium.

### 4.3 Directional Signage

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<tr>
<th>No</th>
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<tbody>
<tr>
<td>4.3</td>
<td>Open Additional Directional Signage</td>
<td>Alex Soto (KSQ Design)</td>
<td>Open New</td>
<td></td>
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**Official Documented Meeting Minutes:**

- Alex Soto (KSQ) noted that there may be a need for additional directional signage in Main. This will be brought up in the Admin meeting and discussed with LeShawn Parker.

### Additional Comments

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<tr>
<th>No</th>
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<tbody>
<tr>
<td>5.1</td>
<td>Additional Attendee Comments</td>
<td></td>
<td></td>
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</tr>
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</table>

**Official Documented Meeting Minutes:**

- Thank you Rev. Childs for your years of service on the Steering Committee. Your participation and work has been greatly valued by all.

**Previous Meeting Minutes:**

05/13/2020:

- No additional comments

### Upcoming Meetings

<table>
<thead>
<tr>
<th>No</th>
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<tr>
<td>6.1</td>
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</table>

**Official Documented Meeting Minutes:**

- Steering Committee schedule will be generated once the 2020/2021 BOE schedule is finalized. This meeting will occur on the Wednesday in-between BOE meetings at 2pm.

**Previous Meeting Minutes:**

05/13/2020:

- The next meeting will be held on June 10, 2020 at 2:30pm via Conference Call.
  - Call in #: 518-640-6360
  - Conference ID: 264122#