

**DOOLITTLE CAFETERIA RENOVATION SUBCOMMITTEE – Meeting Minutes**  
**Thursday, July 19, 2018 – 8:00 AM**  
**Doolittle Elementary School, 735 Cornwall Ave, Cheshire**

Members Present: Steven Durkee, Subcommittee Chair  
Mark Nash, PBC Chair  
Phil Bowman, PBC

Additional Present: Susan Bencivenga-Lonczak, Chesprocott  
Richard Clavet, Cheshire Public Schools  
Bob Valli, Cheshire Public Schools  
Debbie Clark, Cheshire Public Schools  
Russ Hinkley, Cheshire Public Schools  
Alfred Wilcox, Nosal Builders  
Jan Wojas, Wojas.ARCHitects

The meeting was called to order at 8:00 AM. Roll was called and a quorum was determined to be present.

**Nosal Builders:**

- Mr. Wilcox stated all submittals are up to date.
- Mr. Wilcox stated all materials are up to date and the project is on schedule.

**Two Week Outlook:**

- Mr. Wilcox informed that the steel will be delivered today and the installation will start shortly. The plumbing, electrical and mechanical rough-in are done. They are waiting for the mechanical fire damper. All floor drain and electrical floor boxes are installed. The delivery of the kitchen lights is scheduled for the 20<sup>th</sup>. The kitchen and server equipment and walk-in are being manufactured.

**RFI's:**

- Up to date

**Change Orders:**

- Mr. Wilcox previously submitted the revised PCO #01 R1 for \$4804 for the replacement of entire kitchen ceiling with Climaplus washable ceiling tiles by USG with 15/16 Prelude XL grid, which was reviewed and approved by Mr. Wojas.
- The Committee approved PCO #01R1 for \$4,804 unanimously.

**General:**

- Mr. Wojas updated: He had a tele-conference/computer review with Mrs. Martinek and was shown a preliminary presentation. The draft of the presentation will be distributed for review within a week or so.

## **New Business**

- ProPress. The shop drawings for ProPress were rejected. During the walk-through the building committee expressed the opinion that ProPress plumbing connection is rather common and acceptable solution and asked to reconsider approval of such. Mr. Wojas to discuss it with Mr. Salamone.
- Existing ceiling heating unit. Mr. Wojas suggested creating a PCO for removal of existing ceiling heating unit. It projects down about 6 inches and limits the height of possible new equipment since it is located adjacent to the kitchen back door. Mr. Wilcox will comply.
- Access to space above the new walk-in cooler. Mr. Wilcox was informed the change of the size of new masonry opening from 7 feet to full height generated no additional charges. Mr. Wojas stated the opening will create an access to the space above new walk-in and it will be covered below the ceiling with perimeter trim.
- Staffing on the job: Mr. Nash expressed a concern about staffing on the job and asked if the number of people working is adequate. Mr. Wilcox reassured it is appropriate.
- Kitchen Served equipment current information. Mrs. Bencivenga-Lonczak asked for update drawings and specification reflecting the changes to the equipment. Mr. Wojas will create a package including revised plans, specifications and schedule with approved shop drawings and will submit hard copies and PDF files to Chesprocott.

The next meeting will be held at 8:00 AM on August 2, 2018

The meeting was adjourned at 9:05 AM

Respectfully submitted,

---

George Noewatne, Director of Public Works and Engineering