



TOUCHSTONE CPM

CONSTRUCTION PLANNING & MANAGEMENT

2301 Baton Rouge ■ Lima, Ohio 45805

Fremont City School District CORE TEAM MEETING January 5, 2009

Attending:

Traci McCaudy, Fremont
David Chambers, Fremont
Jim Fails, Fremont
Cindy Young, Fremont

Kim Theller, Fremont
Don Nalley, BAC
Madison Dowlen, OSFC
Steve Wilczynski, Fanning/Howey

Curt South, Fanning/Howey
Annette Komminsk, Touchstone
Chris Moore, Touchstone

Distribution List:

All Attendees Plus:
Dave Reinbolt, Fremont
Marc Glotzbecker, Fremont

Dave Saller, Fremont
Hal Hawk, BAC
Terry Overmyer, BAC

Tom Kern, BAC
Nate Neuenschwander, Touchstone

These minutes constitute an understanding of the meeting and will be considered correct unless the writer is notified within ten days of distribution.

A. General Information:

- 1) An updated contact list for the project team was distributed.

B. Design Phase Status:

- 1) The Program of Requirements (POR) continues to be developed by the district and Fanning/Howey. Several meetings have recently been completed and a meeting to finalize the POR is scheduled for 1/13/09. It is anticipated that the POR will be finalized by 1/15/09 and submitted to Touchstone.
- 2) The district's construction counsel will prepare the needed board resolution for the POR phase submission. The approval is targeted for 2/16/09.
- 3) Geotechnical Investigation – Proposals for preliminary borings for the two potential building sites are due on 1/9/09. Proposals are expected from TTL, CTL, and Bowser Morner.
- 4) The district will be interviewing Commissioning Agents on 1/30/09. FSE, Stan, and Heapy will be interviewed.
- 5) The variance process was discussed. Variance requests are required when the district implements something not in or in conformance with the OSFC design manual. The OSFC has a committee that meets weekly to review variance requests. The process is started by the AE filing a request online.
- 6) The district has their first design team meeting scheduled for 1/15/09. They have also formed a mechanical system committee that will begin meeting in January.
- 7) *Site Survey – The site survey work has not been completed yet (12/1/08).*
- 8) *LEED Registration – Fanning/Howey will register the project (12/1/08).*
- 9) *An RFP for the required Phase I Environmental Site Assessment will be issued by Fanning/Howey (12/1/08.)*

C. Local Funded Initiatives (LFI's):

- 1) The district has not identified any LFI's and none were included in the bond levy. They may pursue some LFI's related to HVAC systems that increase energy efficiency and extend the life cycle, but these will need to be identified as the design progresses and a funding source will also need to be found.

D. Accounting / Drawdown Process:

- 1) A job cost summary dated 1/5/09 was distributed and reviewed by Annette Komminsk.
- 2) District cannot spend money until co-owners execute the project agreement. The district is working on completing documents associated with the bonds so that the OSFC can then issue the project agreement.
- 3) Purchase orders for the partnering meeting and preliminary soil borings will need to be issued in the next month.

E. Project Schedule:

- 1) A draft project schedule was distributed and discussed. Any questions or revisions should be sent to Chris Moore in the next couple of weeks. The team will need to sign off on the schedule as part of the POR phase submission.

F. Miscellaneous:

- 1) The team will shoot for May or June to have Core Team Meetings moved to the 2nd Monday of each month.
- 2) Discussion was held on the impact of a revision the OSFC has made to AE contracts with school districts within the last month. The revision apparently calls for more on site time during construction by the architect. The district was notified of this change by their legal counsel after they had finalized negotiations with Fanning/Howey. The district will be approving the AE contract at tonight's board meeting and will consider an amendment if necessary to account for the revision. A funding source for the cost of the amendment will need to be identified, but could come out of soft cost contingency, but it is not clear what the magnitude of the change might be. Madison Dowlen will look into and provide clarification on this change and then it will be determined if an amendment is necessary.

G. Partnering Meeting Date:

- 1) The Executive Partnering Meeting is scheduled for the morning of 1/29/09. Touchstone has distributed invitations and scheduled the facilitator.

The next Core Team Meeting is Monday, March 2, 2009, at 1:00 p.m. in Fremont.

Sincerely,

Christopher M. Moore, PE, CCM
Senior Project Manager

**Attachments: Job Cost Summary
Project Contact List**

Project Contact / Phone List

FREMONT CITY SCHOOL DISTRICT

Updated: 12/16/08

Name	Position	Address	Phone	Fax	Cell	E-mail	Emergency
OHIO SCHOOL FACILITIES COMMISSION (OSFC)							
Madison Dowlen	Project Administrator	10 W. Broad St., Ste. 1400, Columbus, OH 43215	614-387-1268	614-995-9908	614-204-1748	madison.dowlen@osfc.state.oh.us	614-337-9047
Wayne Coleman	Planning	10 W. Broad St., Ste. 1400, Columbus, OH 43215	614-466-6290	614-955-7523		Wayne.Coleman@osfc.state.oh.us	
Diane Brown	Administrative Assistant	10 W. Broad St., Ste. 1400, Columbus, OH 43215	614-644-1577	614-995-9908	N / A	diane.brown@osfc.state.oh.us	
FREMONT LOCAL SCHOOL DISTRICT (FCSD)							
Traci McCaudy	Superintendent	1220 Cedar St., Suite A, Fremont, Ohio 43420	419-334-5432	419-334-6747	419-680-1864	Superintendent@fremont.k12.oh.us	
David Chambers	Treasurer	1220 Cedar St., Suite A, Fremont, Ohio 43420	419-334-5442	419-332-4051	419-680-1240	Treasurer@fremont.k12.oh.us	
Kim Theiler	Director of Facilities	1220 Cedar St., Suite A, Fremont, Ohio 43420	419-334-5437	419-334-5454	419-680-4255	thellerk@fremont.k12.oh.us	
Jim Falls	Board Member	1180 Buchman Rd., Fremont, OH 43420	419-334-3309	419-334-6747	419-680-4676	jb_dsfalls@sbcglobal.net	
Marc Glotzbecker	Board Member	712 Gibson St., Fremont, OH 43420	419-334-5906	419-334-6747	419-307-1629	mdglotz@fremontohio.org	
Timothy W. Ellenberger	Board Member	2640 Buchanan St., Fremont, OH 43420	419-332-1656	419-334-6747	419-680-4643	tim@parkplus.com	
Cindy Young	Board Member	618 Finefrock Rd., Fremont, OH 43420	419-332-6231	419-334-6747	419-355-7533	wyoung2@woh.ir.com	
Linda M. Hershey	Board Member	1041 Miller St., Fremont, OH 43420	419-332-7469	419-334-6747		lindahershey@sbcglobal.net	
Dave Reinbolt	Maintenance	1100 North St., Fremont, OH 43420	419-332-0362	419-332-4087		davesaller@hotmail.com	
Dave Saller	Maintenance	1100 North St., Fremont, OH 43420	419-334-2406	419-332-4087		tom.kern@stylecrest.net	
Tom Kern	BAC	PO Box 172, Fremont, OH 43420	419-333-5600			dhalley@sannrdd.org	
Don Nalley	BAC	1027 Buckland Ave., Fremont, OH 43420	419-334-9090		419-307-0126	mavor@fremontohio.org	
Terry Overmyer	BAC	323 S. Front St., Fremont, OH 43420	419-334-5900			hhawk@crownbattery.com	
Hal Hawk	BAC	1445 Majestic Dr., Fremont, OH 43420	419-334-7181		419-680-8064		
Sylvia Gillis	Legal Counsel	100 S. Third Street, Columbus, OH 43215	614-227-2353	614-227-2390		sgillis@bricker.com	
FANNING/HOWEY ASSOCIATES, INC.							
Steve Wilczynski	Executive Director	540 East Market Street, Celina, Ohio 45822	419-586-7771	419-586-2141	419-305-3309	swilczynski@fhai.com	
Curt South	Project Manager	540 East Market Street, Celina, Ohio 45822	419-586-7771	419-586-2141	419-305-0605	csouth@fhai.com	
TOUCHSTONE CPM							
Nate Neuenschwander	Vice President	2301 Baton Rouge Ave., Lima, OH 45805	419-228-7272	419-222-5559	419-231-2798	naten@touchstonecpm.com	419-384-7533
Chris Moore	Senior Project Manager	2301 Baton Rouge Ave., Lima, OH 45805	419-228-7272	419-222-5559	419-235-7161	christm@touchstonecpm.com	419-339-9219
	Site Superintendent						
Amanda Burgess	Scheduler	2301 Baton Rouge Ave., Lima, OH 45805	419-228-7272	419-222-5559		amandab@touchstonecpm.com	
	Project Engineer	2301 Baton Rouge Ave., Lima, OH 45805					
Julie Hogan	Administrative Assistant	2301 Baton Rouge Ave., Lima, OH 45805	419-228-7272	419-222-5559	N / A	julieh@touchstonecpm.com	
Jennifer Boughan	Contract Admin	2301 Baton Rouge Ave., Lima, OH 45805	419-228-7272	419-222-5559	N / A	jenniferb@touchstonecpm.com	
Annette Komminsk	Field Accountant	2301 Baton Rouge Ave., Lima, OH 45805	419-228-7272	419-222-5559	N / A	annettek@touchstonecpm.com	

08-018 Fremont City Schools
 501 Croghan Street
 Fremont, OH 43420

Project Manager: Chris Moore
 (419)332-5569

	Cost Calculator <u>Estimate</u>	Approved <u>Changes</u>	Total <u>PCF & LFI</u> <u>Funding</u>	Total <u>Committed</u>	Remaining <u>To Commit</u>	JTD <u>Costs</u>	Funds - <u>JTD Costs</u>
Sitetwork							
10-100 Site Construction	2,307,736		2,307,736		2,307,736		2,307,736
Sitetwork	2,307,736*	0*	2,307,736*	0*	2,307,736*	0*	2,307,736*
Building Construction							
11-100 Basic Building Constructn	16,509,678		16,509,678		16,509,678		16,509,678
Building Construction	16,509,678*	0*	16,509,678*	0*	16,509,678*	0*	16,509,678*
Technology							
12-100 Technology	847,402		847,402		847,402		847,402
Technology	847,402*	0*	847,402*	0*	847,402*	0*	847,402*
Loose Furnishings							
13-100 Loose Furnishings	833,384		833,384		833,384		833,384
Loose Furnishings	833,384*	0*	833,384*	0*	833,384*	0*	833,384*
Construction Contingency							
15-100 Construction Contingency	1,024,910		1,024,910		1,024,910		1,024,910
Construction Contingency	1,024,910*	0*	1,024,910*	0*	1,024,910*	0*	1,024,910*
Abatement Budget							
20-100 Abate - Hard Costs	1,354,196		1,354,196		1,354,196		1,354,196
20-300 Abate - Hard Cst Cntngncy	94,794		94,794		94,794		94,794
20-400 Abate Misc Soft Costs	13,620		13,620		13,620		13,620
20-600 Abate Architect Fee	108,674		108,674		108,674		108,674
20-700 Abate CM Fee	86,939		86,939		86,939		86,939
20-800 Abate Commissioning	6,086		6,086		6,086		6,086
20-850 Abate MP Advisor	1,594		1,594		1,594		1,594
20-900 Abate Soft Cost Conting.	19,127		19,127		19,127		19,127
Abatement Budget	1,685,030*	0*	1,685,030*	0*	1,685,030*	0*	1,685,030*
Demolition Budget							
30-100 Demo Hard Costs	587,248		587,248		587,248		587,248
30-300 Demo Hard Cost Contingncy	41,107		41,107		41,107		41,107
30-400 Demo Misc Soft Costs	5,907		5,907		5,907		5,907
30-600 Demo Architect Feer	47,127		47,127		47,127		47,127
30-700 Demo CM Fee	37,701		37,701		37,701		37,701
30-800 Demo Commissioning	2,639		2,639		2,639		2,639
30-850 Demo MP Advisor	691		691		691		691
30-900 Demo Soft Cost Contingncy	8,294		8,294		8,294		8,294
Demolition Budget	730,714*	0*	730,714*	0*	730,714*	0*	730,714*
Owner Pass Through Costs							
80-100 Land Survey	17,218		17,218		17,218		17,218
80-110 Soil Borings	15,066		15,066		15,066		15,066
80-120 Agency Approvals/Fees	64,569		64,569		64,569		64,569
80-130 Construction Testing	107,616		107,616		107,616		107,616
80-200 Printing Plans & Specs	62,417		62,417		62,417		62,417
80-210 Advertising for Bids	4,305		4,305		4,305		4,305
80-300 Builder's Risk Insurance	47,351		47,351		47,351		47,351
80-500 Design Professional Comp.	1,399,002		1,399,002		1,399,002		1,399,002
80-600 CM Compensation	1,291,387		1,291,387		1,291,387		1,291,387
80-700 Commissioning Services	71,026		71,026		71,026		71,026
80-750 Maintenance Plan Advisor	15,066		15,066		15,066		15,066
80-900 Soft Cost Contingency	369,619		369,619		369,619		369,619
Owner Pass Through Costs	3,464,642*	0*	3,464,642*	0*	3,464,642*	0*	3,464,642*
08-018 Totals	27,403,496*	0*	27,403,496*	0*	27,403,496*	0*	27,403,496*