



Elgin Math & Science Academy

Special Board Meeting to Approve Architect Contract

Date and Time

Thursday October 31, 2019 at 8:15 AM CDT

Location

EMSA, 1600 Dundee Ave, Elgin

Agenda

	Purpose	Presenter	Time
I. Opening Items			8:15 AM
A. Record Attendance and Guests		Melanie Gibb	1 m
B. Call the Meeting to Order		Kerin Kelly	1 m
C. Public Comment		Melanie Gibb	1 m
Public comment: The time for public comment is immediately after the meeting is called to order. We welcome this and consider it seriously, but we cannot respond immediately unless the President or meeting chair decides that an immediate response is needed and can be made during public comment, s/he will refer it to the appropriate person for a brief response. If you would like to address the Board during public comment, please sign-in. Each individual will be allotted up to 2 minutes for comment.			
In order to allow more public input, the Board welcomes written comments or inquiries submitted before the meeting.			
D. Approve Minutes	Approve Minutes	Doree Haight	2 m
Approve minutes for EMSA Board of Directors Meeting on September 19, 2019			
II. Reports			8:20 AM
A. Principal Report	FYI	Lezlie Fuhr	6 m
III. Master Plan and Construction Matters			8:26 AM
A. Schematic Design Review: Middle School Cabins	Discuss	Melanie Gibb	8 m
B. Wheeler Kearns Architects Fee Proposal	Vote	Melanie Gibb	8 m
Due to change in scope, a refined proposal (with owner's rep guidance) has been developed with WKarch. Proposal includes fees for Phase 1 :			
<ul style="list-style-type: none">• Architects• Structural Engineers• Mechanical/Electrical/Plumbing Engineers• Civil Engineers			

C. Proposed Contract with Wheeler Kearns Architects	Vote	Melanie Gibb	5 m
Review AIA Contract: B133 - 2014 via owner's rep. Meghan Dyer.			
D. General Contractor RFP Budget	Vote	Melanie Gibb	8 m
GC Preconstruction services RFP has been published. Typically pre-con services cost between \$10k to \$30k (which is then absorbed by construction services if vendor stays on project.)			
E. IFF Owner's Rep NTE Budget	FYI	Kerin Kelly	5 m
F. IFF Bridge Loan	Vote	Frank Bisconti	6 m
G. Construction Financing	Discuss	Frank Bisconti	6 m

IV. Other Business

9:12 AM

A. Existing Building Conditions	FYI	Kerin Kelly	10 m
B. 5-Year Budget Plan Approval	Vote	Frank Bisconti	7 m

V. Closing Items

9:29 AM

A. Adjourn Meeting	Vote	Kerin Kelly	
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