

GREENFIELD SENIOR CENTER BUILDING COMMITTEE

MEETING OF FRIDAY, DECEMBER 3, 2015

9:00am – 11:00am

2nd floor conference room, Greenfield Town Hall, 14 Court Square, Greenfield, MA

AGENDA

1. Call to Order
2. Review and approval of P³ meeting notes for November 20, 2015 (meeting notes to be sent)
3. Acceptance of Deitz & Co. Meeting Notes of November 20, 2015 (meeting notes to be sent)
4. Update on Administrative Issues
 - a. 21e and Hazardous Materials Testing status
 - b. Dietz Contract Status
5. Review of Schematic Design Package
 - a. Review of revised site plan, schematic floor plan, and exteriors
 - b. Interior finishes
 - c. Outline Specifications, describing key site and building systems and materials
 - d. Structural Design Narrative, describing the basic structural system for the building
 - e. Fire Protection System Narrative, describing the sprinkler system parameters
 - f. Mechanical Systems (Plumbing and HVAC) Narrative, describing the basic plumbing system and materials and the basic HVAC system and materials, including control systems
 - g. Electrical System Narrative, describing the overall power requirements, distribution system, special power requirements, emergency generator, lighting, and any special wiring for tele/data and AV
6. Review/discussion of P³ overall project budget distributed at the 11/20 meeting
7. Other business
8. Next meeting date (where we'll review the Schematic Design cost estimate)
9. Adjourn