

Office of the Owner's Project Manager

DATE: February 7, 2025 @ 7:30 AM at the Lincoln Town Hall – 100 Old River Rd, Lincoln, RI

TO: Members of the Lincoln Building Committee

FROM: Paul DeMelo, Steve Smith – Downes Construction

SUBJECT: OPM - Project Update

- **Approve meeting minutes from 1/10/25**
- **Financial Update (M. Carreno)**
- **Construction Project updates**
 - Northern Elementary HVAC (2025)
 - Cafeteria HVAC @ 4 Elementary Schools – Central ES
 - GYM/STEM Additions & Cafeteria Upgrades
 - Central ES
 - Northern ES
 - Lonsdale ES
 - Saylesville ES
- **Additional Project Scope Items**
 - Discuss projects additions and related cost estimates
 - Saylesville front entrance repairs and parking
- **Studio Jaed**
 - Design Updates
- **Action Items / Approvals**
 - Discuss and recommend allocation of bond premium project funds for additional scope.
- **Review and approve payment applications**
 - Review / Approve Invoices
- **Next Steps – Critical Items**
 - NA
- **Comments/Questions**