

**Change Order Subcommittee
of the SSBC**

Zoom Meeting Minutes

Tuesday, March 5, 2024

SSBC Subcommittee Members and Attendees (bold type indicates present at meeting):

Gordon Gladstone, Chair -- HS	Kevin Smith – PMA - HS	*Brian Valentine (Alternate) LLB - LIB
*Rick Rice * -- ALL	Emily Burke – SHS Rep. - HS	*Drayton Fair – LLB – LIB
Roger Thibault - ALL	Kevin Nigro – PMA – HS	Mark Luzaitis – CHA - LIB
Marty Richards - HS	Chandler Rudert Consigli –HS	David Hurley – CHA - LIB
*Colleen Tuck, Chair CO Sub. – LIB	Mike Winters -Consigli - HS	Casey Hochheimer – CHA - LIB
*Mike B. Martin – LIB	Johnathan Seibel – Consigli – HS	Joe Sullivan – CHA - LIB
Matt Grosshandler SSBC Chair	*Chris Blessen* - HS architect	

***Indicates the voting members and specifies project** (HS = High School; LIB = Library; WTP = Water Treatment Plant; All – All projects). **CODE:** PMA = PMA Consultants’ LLC, HS OPM; CCC = Consigli Construction Company, Inc., HS General Contractor; CHA = CHA Consulting Inc., Library OPM; LLB = LLB Architects, Library Architects; MOCC = M. O’Connor Contracting, LIB General Contractor; HS = Sharon High School

Open meeting -- The Chair noted that the meeting was held remotely consistent with MA laws. The meeting opened at 5:33 PM. There was no public comment.

LIBRARY PROJECT

1. Changes reviewed for the LIB project:
 - PCO 013 –PCO 013 -Adjustment of Contract

MOTION by Mr. Thibault to approve PCO 013 -- Adjustment of Contract at no cost. Seconded by Mr. Rice. Unanimously approved 4-0-1 (Martin, Rice, Thibault, Tuck – aye; Valentine abstained).

MOCC was not able to backfill, but Mr. Gladstone wondered if they substituted for work that would have been done after the backfilling? Mr. Luzaitis said during times in question the backfilling and compaction around the foundations were the primary work happening, no other trades working so bad weather impacted the schedule.

2. Approve minutes from February 20, 2024 Change Order Subcommittee Meeting – LIB Project.

MOTION by Mr. Rice to approve the February 20, 2024 CO Subcommittee minutes. Seconded by Thibault. Unanimously approved 5-0-0 (Tuck, Thibault, Rice, Valentine, Martin).

HIGH SCHOOL PROJECT

3. Approve minutes from January 9, 2024 Change Order Subcommittee Meeting – HS Project only.

MOTION by Mr. Rice to approve the January 9, 2024 CO Subcommittee minutes. Seconded by Gladstone. Unanimously approved 4-0-0. (Gladstone, Rice, Thibault, Blessen)

4. **Changes reviewed for the HS project:**

Change Orders:

- CR088 – RFI 313 LED Stair Nosings

MOTION by Mr. Rice to approve CR088 – RFI 313 LED Stair Nosings. Seconded by Gladstone. Unanimously approved 4-0-0 (Gladstone, Rice, Thibault, Blessen).

- CR299 – RFP 046 WWTP Generator Gladstone/ Rice \$140,750.(4-0-0)

MOTION by Mr. Gladstone to approve CR299 – RFP 046 WWTP Generator in the amount of \$140,750. Seconded by Rice. Unanimously approved 4-0-0 (Gladstone, Rice, Thibault, Blessen).

Physically installed but awaiting new feeders for the new generator tie-ins. Hoping to square it away this month per Mr. Rudert.

- CR360 – CCD 055 Toilet Partitions

MOTION by Mr. Gladstone to approve CR360 – CCD 055 Toilet Partitions in the amount of \$3,547. Seconded by Rice. Unanimously approved 4-0-0 (Gladstone, Rice, Thibault, Blessen).

Retrofit has not been done yet. Materials ordered but needed to be scheduled per Mr. Siebel. Vertical is going to go floor to anchor in hard ceiling.

Transfer Change Orders:

- CR364 – Removal & Disposal of Ames Ct Fence for \$0 contingency transfer.

MOTION by Mr. Rice to approve CR364 – Removal & Disposal of Ames Court Fence for \$0 contingency transfer. Seconded by Thibault. Unanimously approved 4-0-0 (Gladstone, Rice, Thibault, Blessen).

- CT123 – RFI 350 AV Control Interface for \$0 contingency transfer. Gladstone/Rice 4-0-0.

MOTION by Mr. Gladstone to approve CT123 – RFI 350 AV Control Interface \$0 Contingency transfer. Seconded by Rice. Unanimously approved 4-0-0 (Gladstone, Rice, Thibault, Blessen).

Two systems were not compatible, so this was necessary for hardware and programming. Mr. Gladstone asked who was responsible for integrating the systems. Neither contractor could be responsible for scope initially because equipment wasn't specified per Mr. Rudert.

- CT124 – Supplemental Steel for Wheelchair Lift is installed.

MOTION by Mr. Gladstone to approve CT124 – Supplemental Steel for Wheelchair Lift installation for \$0 contingency transfer. Seconded by Rice. Unanimously approved 4-0-0 (Gladstone, Rice, Thibault, Blessen).

Waiting on elevator phone line information to do call out and get it tested.

- CT131 – Replace Auditorium Seat Lighting Connectors \$0

MOTION by Mr. Rice to approve Replace Auditorium Seat Lighting Connectors. Seconded by Rice. Unanimously approved 4-0-0 (Gladstone, Rice, Thibault, Blessen).

Auditorium seating to floor boxes required special plastic connectors because metal ones initially specified were rated for steel-jacketed cable. Griffin paid for connectors, but Griffin absorbed labor to swap out connectors in the field.

- CT127 – R & D Temp Asphalt & Temp Striping

MOTION by Mr. Gladstone to approve R & D Temp Asphalt & Temp Striping in the amount of \$0 contingency transfer. Seconded by Rice. Unanimously approved 4-0-0 (Gladstone, Rice, Thibault, Blessen).

Mr. Nigro confirmed that PMA reviewed all the HS project items discussed tonight with CM and approved them.

Percentage of construction cost for change orders for this project requested by Mr. Gladstone. HS Team will provide for next meeting.

Other than proposal for dark room A/C, the science room electric for hot plates is only other potential upcoming cost.

Adjournment

MOTION: absent any objection the chair assumed unanimous consent to adjourn. Meeting adjourned at 6:26 PM. These minutes were approved at the March 19, 2024 Change Order Subcommittee meeting.