

Sharon Standing Building Committee
Meeting Minutes
DATE: 3-30-31

Gordon Gladstone, Chair	Marty Richards - absent	Colleen Tuck - absent
Deb Benjamin, Vice Chair	Richard Slater	Sara Winthrop - absent
Matt Grosshandler -	Steve Smith	
Rick Rice -	Roger Thibault - absent	Maureen Doherty – MCPPO

SBC Attendees and Others

Julie Rowe – SBC – HS	Kevin Nigro – PMA – HS
Judy Crosby – SBC – HS	Matt Gulino – PMA – HS - present
Meg Dussault - SBC	Chris Blessen – Tappe – HS - - present
Joseph Scozzaro – HS Principal	Chris Sharkey – Tappe – HS - - present
Tony Kopacz – SPS – HS -	Christian Riordan – Consigli – HS
Matt Baldassari – Town - present	Kristy Lyons – Consigli – HS -
LeeAnn Amend – Library - present	Tim Ericson – Consigli – HS
Cheryl Weinstein-LBC - present	Kyle Raposo – Consigli – HS
Carolyn Weeks –LBC – present	Chandler Rudert – Consigli –HS - - present
Emily Burke – SC	Drayton Fair – LLB – Library - present
Chris Jankun – PMA - - present	Jeff Porter – LLB – Library - present
Michael Stickney LLB	John Sayre Scibona – Design Technique – Library - present
Chris Carroll – PMA – HS -	Kevin Monkiewitz – Design Technique – Library - present

The Committee returned to open session at 7:25pm

Meeting Minutes: The following SSBC minutes of March 16, 2021 were presented for approval.

MOTION: To approve the SSBC minutes of March 16, 2021as submitted. (Smith/Benjamin - unanimous)

1. Library Update: The OPM, Design Techniques, gave an overview of the project times lines in regards to meeting the dates set forth by the Massachusetts Board of Library Commissioners(MBLC).

2. High School Project Update:

Project Procurement

- 100% Bid Documents – Bid and GMP Timeline
 - a. The team provided an update on the latest trade and non-trade procurement and de-scope process.
 - b. Provide update on latest OAL’s issued for final review and signature.
 - c. Revisit as-built process/procedure for the project.
 - d. CCC to review updated CM Report

- The OPM Team provided the Committee with an update of the Qualitative Risk Analysis that has been ongoing between PMA and Consigli. The process follows a sequence of steps:
1. Review: Project Scope, Project Assumptions, CPM Schedules, Estimates, Execution Plans & Strategy
 2. Identify: Estimate Issues, Critical Sequences, Project Risks & Uncertainty
 3. Model: Estimate Breakdown, Summary Sequences
 4. Range: Durations of Critical Activities, Estimate Variables
 5. Simulate: Monte Carlo Type Simulation, Net Risk
 6. Summarize: Reports, graphics, Options to mitigate Risks

Consigli Project Updates:

- 1) GMP Summary

a) Preconstruction Amount	\$431,885	
b) GMP Amendment #1 Amount	\$5,759,799	
c) GMP Amendment #2 Amount	\$16,835,409	
d) GMP Amendment #3 Amount (Pending)	\$98,517,546	
e) Total GMP Amount	\$121,544,639	
f) Approved Change Orders	\$97,838	(CO 1-3) (0.08%)
g) Current GMP Amount	\$121,642,477	

- 2) Change Orders Not Approved

a) Tentatively Approved	\$86,789	(Recommended by SSBC Change Com.)
b) Submitted Changes	\$7,837	(Under review by the Team)
c) Potential Changes	\$54,483	(Not yet submitted)
d) Total Not Approved	\$62,320	(sum of b & c)
e) Total Potential Changes (incl. tent. approved)	\$149,109	(sum of a, b & c; <0.16% of GMP)

- 3) CM Contingency

a) Beginning Amount	\$2,099,210	
b) Amount from Savings from Buyout	\$869,499	(+/-) (Through OAL #12)
c) Current Amount	\$2,968,709	
d) Requests Against Contingency		
i) Approved	\$8,753	
ii) Tentatively Approved	\$3,885	(Approved by the Team)
iii) Pending	\$15,932	(Potential & Submitted)
iv) Total Transfers	\$28,570	(0.5% of Amt Available)
e) Current Anticipated Balance	\$2,940,139	(99.5% Remaining)

- 4) Requisitions (thru Requisition #12 thru January 2021)

a) Total Completed to Date	\$7,031,455	(5.8%)
b) Retainage Withheld	\$329,979	(-)
c) Total Due to Date	\$6,701,476	
d) Total Paid to Date	\$6,701,476	
e) Total Current Payment Request	\$0	

- 5) Schedule
 - i) Foundations complete in E, D, C & F
 - ii) Foundations ongoing in Auditorium (bldg. G) & Building A
 - iii) Completion of foundation work is scheduled for end of April

- iv) Building C structural steel erection to be completed this week
- v) Steel erection to begin in Bldg E end of week (material onsite)
- vi) Deep underground plumbing completed in Bldg E & D

6) Milestone Tracking

MILESTONE	ORIGINAL DATE	ANTICIPATED/ACTUAL
Complete Foundations	4/20/2021	4/20/2021
Structural Steel Complete	7/20/2021	7/20/2021
Building Weathertight	11/1/2021	11/1/2021
Substantial Completion	6/29/2022	6/29/2022

➤ **Project Sign**

- a. Committee to review latest project sign draft for approval. The MSBA has approved the latest version. The Committee accepted the project sign as revised and directed the architect to have install two signs on the property.

➤ **Change Order**

- a. Review Change Order 004 (approved by change sub-committee)
- b. Review Transfer Change Order 005 (approved by change sub-committee)

Change order #004 in the amount of \$86,789.00 (Gladstone – Benjamin – unanimous)
 Change Transfer 005t – this is a housekeeping measure to move funds between different lines of the budgets.
 (Gladstone/Benjamin – unanimous)

➤ **Project Funds: to be returned to the Town Meeting:**

MOTION: To release any remaining funds on the Town Hall and Public Safety Projects. (Rice/Smith – unanimous)

ADJOURNMENT: Through unanimous consent the meeting ended at 8:35 pm

Submitted:
 Maureen R. Doherty – Project Manager
 Sharon Standing Building Committee

Gordon Gladstone

(Gordon Gladstone) Signature of Chair

April 13, 2021

Date of Acceptance