

Sharon Standing Building Committee
Meeting Minutes September 15, 2020

SSBC Members

Gordon Gladstone, Chair	Marty Richards <i>absent</i>	Colleen Tuck
Deb Benjamin, Vice Chair	Richard Slater	Sara Winthrop
Matt Grosshandler	Steve Smith	
Rick Rice	Roger Thibault	

SBC Attendees and Others

Judy Crosby– SBC – HS	Kevin Nigro – PMA – HS
Julie Rowe– SBC – HS <i>Present</i>	Matt Gulino – PMA – HS <i>Present</i>
Joe Scozzaro SPC - HS	Chris Blessen – Tappe – HS <i>Present</i>
Victoria Greer – SBC – HS	Chris Sharkey – Tappe – HS
Tony Kopacz – SPS – HS <i>Present</i>	Christian Riordan – Consigli – HS
Ken Wertz - SBC – HS <i>Present</i>	Kristy Lyons – Consigli – HS
LeeAnn Amend – Library	Tim Ericson – Consigli – HS
Cheryl Weinstein-LBC	Kyle Raposo – Consigli – HS
Carolyn Weeks –LBC	Chandler Rudert – Consigli –HS <i>Present</i>
Matt Baldassari – Town <i>Present</i>	Drayton Fair – LLB – Library
Chris Jankun – PMA <i>Present</i>	Jeff Porter – LLB - Library
Michael Stickney LLB	John Sayre Scibona – Design Technique – Library
	Kevin Monkiewitz – Design Technique – Library

1. ADMINISTRATION: Gordon reads script from Town Administrators Office regarding the remote meeting

The meeting opened at 6:30pm with a roll call acknowledgement of all members in attendance.

Meeting Minutes: The SSBC minutes of September 1, 2020 were presented for approval.

MOTION: To approve the SSBC minutes of September 1, 2020 as submitted. (Winthrop/Benjamin – unanimous)

Meeting Minutes: The HSBC minutes of September 1, 2020 were presented for approval. (Winthrop/Benjamin – unanimous)

MOTION: To approve the HSBC minutes of September 1, 2020 as submitted.

Invoices – High School Project:

Consigli \$ 44,800.00
Tappe \$ 506,947.34
PMA \$ 605.00

MOTION: To approve the invoices as submitted. (Benjamin/Tuck – unanimous)

Project Procurement

- **Early Release Package #2 Update – Bid Documents**
 - a. Update Committee on ER#2 bid progress – the Waterproofing prequalification has been completed. Bids are due in next week. Consigli has also put out their bids for the remaining work in this early site package. All the bids will be reviewed and the contractors will be invited to a descoping meeting.
- **RFQ Process for Remaining Trade Bids**
 - a. Update Committee on remaining trade bid package RFQ process. RFQ was made available on 9/9/2020.
 - b. SOQs are due on 9/30/2020, there are 15 trade categories which need to be prequalified. The responses will be distributed to the prequalification team.

Design Update

- **MSBA Comments to 60% CD Submission - submitted**
 - a. The project team has submitted the 60% CD responses to the MSBA comments
- **90% CD Documents**
 - a. The 90% CD documents have been issued to the team for review and estimating. The estimates are due back on September 22nd and the reconciliation meeting will be held on September 24th. After the reconciliation meeting the documents will be reviewed if any value engineering is needed.
- **HVAC Design Review for Improved Ventilation**
 - a. Tappe and Bala Engineering to revisit the mechanical design recommendations for improved ventilation.

BALA Consulting for HVAC reviewed the comments and responses that were made by David Shore. There was discussions regarding the ASHRAE recommendations that have not yet been incorporated into the building code and the difficulty it is to comply with this. The increase in airflow is specified for areas with larger populations. The classroom air system is designed to 100% and if we install modifications that are beyond code then it will be difficult to get a permit. If the air flow is increased in a classroom beyond the system then the space cannot be comfortable maintained.

There was a request for a summary to be presented on all the information so that the committee can make an informed decision. The Chair asked for a suggested list of items to be put forth. The architect asked that these recommended items be put in as a bid alternate. The plans are at 90% and there are no other bid alternates to be included. There was a suggestion to get the language for the alternate including a summary of the items be drafted for the committee to review after the cost reconciliation meeting. This could be addressed at the September 30, 2020 meeting.

The committee was shown a slide presentation which included a discussion of the costs for the strategies discussed.

- Mixed/Recirculation Air Systems \$165,000
- Dedicated Outside air systems \$10,000
- Ducted VRF Fan Coil Units \$65,000
- Ductless VRF Fan Coil Units \$20,000
- Pandemic Event System Override Controls \$16,000
- Additional modification from ductless to ducted modifications \$50,000

- Total = \$326,000

In addition, the committee also discussed the following recurring maintenance costs:

- Annual increase for filter replacements – Approximately \$12,000
- Annual maintenance for bipolar ionization – Approximately \$3,000

MOTION: To authorize the architect to approve and proceed with an “Alternate 1” to include all strategies listed with the exception of the Bipolar Ionization and to create an “Alternate 2” to consolidate all Bipolar Ionization related items for separate pricing and further review. (Smith/Rice – unanimous)

The committee also discussed separating out within the Health Services Office a “semi-isolation holding area” on its own air handler and exhaust, per State of MA DESE recommendations. Tappe noted the Health Office is already isolated, but agreed they could review the ability to provide this additional level of isolation.

- **Cost estimates for ZBA requested changes**
- Cross walk Beacon –20-25K from the location of the old tennis courts to the beach parking lot - this would have to be reviewed by the appropriate public safety departments.
- Fence along West side of software field \$90 per linear foot approximately 500 feet – about \$45,000. There is a fence there now which will be removed and was not scheduled to be replaced. This can be delayed until the end of the project.
- Practice wall for tennis courts – what was the rationale for this removal this items. The architect will follow up with this. The wall could be used for Lacrosse as well. This item could be added at the end of the project.

Memorandum of Understanding (MOU) between School Department and Community Ed. The chair was asked to have the SSBC sign onto this MOU. There was a consensus of the members of the SSBC and they unanimously agreed that this is not within the scope of the SSBC and we should not be one of the signatures on this document.

Change Orders

- **OPM Change Order Authorization**
 - a. SSBC to discuss change order value that the OPM is authorized to approve without the full SSBC input.
 - b. To authorize PMA to issue change orders in order to keep the job moving in the amount of \$10,000 and \$25,000 with the approval of the chair. (Rice/Winthrop) Unanimous

2. Public Safety Project Update: none

3. Town Hall Project Update: none

4. Library Project Update: The ZBA has posted the legal necessary to re-open the hearing for the Library. The have been some discussions between concerned parties to come to a resolution with the Library. There is an agreement between the parties which are the Board of Library Trustees, SSBC and the SelectBoard that is being drafted. The Chair stated that the SSBC should not assume any additional responsibilities other than what was in the original building program. This Agreement is in a draft form and will be revised. There were comments regarding the operations. There was a comparison to an Order of Conditions that would be issued by the Conservation Commission which would include comments on design, operations and construction. The consensus of the committee was that the SSBC should not assume any additional responsibilities other than what was in the original building program.

ADJOURNMENT: Through unanimous consent the meeting ended at 9:40pm

Submitted:

Maureen R. Doherty – Project Manager

Sharon Standing Building Committee

Gordon Gladstone

(Gordon Gladstone) Signature of Chair

November 24, 2020

Date of Acceptance