

Sharon Standing Building Committee  
Meeting minutes  
DATE: February 16, 2021

**SSBC Members**

Gordon Gladstone, Chair	Marty Richards	Colleen Tuck
Deb Benjamin, Vice Chair	Richard Slater	Sara Winthrop
Matt Grosshandler – not present	Steve Smith	
Rick Rice	Roger Thibault - not present	Maureen Doherty – MCPPO

**SBC Attendees and Others**

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

**1. ADMINISTRATION: The Chair read script from Town Administrators Office regarding the remote meeting**

The meeting opened at 6:33pm with a roll call acknowledgement of all members in attendance.

**Meeting Minutes:** The following SSBC minutes of February 2, 2021 were presented for approval.

**MOTION:** To approve the SSBC minutes of February 2, 2021 as submitted. (Rice/Slater – unanimous)

**Invoices**

High School Invoices: Totaling - \$1,597,844.22

• **Consigli Construction Co., Inc. requisition No. 012 totaling \$1,307,113.55 dated 2.10.2021 for the period of January 2021:**

- Payment is for construction included in Early Bid Package 1 (EBP-1) Site Enabling, Selective Demo and selective Electrical Work and Early Bid Package 2 (EBP-2) Structural Steel, Concrete and selective Waterproofing Work..

This requisition has been reviewed by both Tappe and PMA. Both Tappe and PMA are recommending payment of this requisition by the Town of Sharon.

• **Tappe Architects, Inc.** invoice as follows:

- Inv. 210103 dated 2.01.2021 totaling \$193,599.58 inclusive of:

- \$167,708.33 for the period of January 2021: Construction Administration Fee billed in compliance with Tappe's 12.02.2019 DD through Close Out Fee Draw Down Schedule and covered by Tappe's Contract Amendment No. 002 dated 11.19.2019.
- \$ 25,891.25 for: Geotech/Geoenvironmental Engineering Fee for the period thru of December 25, 2020 as reflected in Tappe's executed contract Amendment No. 003 dated 2.14.2020 for Geotech/Geoenvironmental Engineering from DD through Project Close Out.

PMA has reviewed this invoice and we are recommending payment by the Town of Sharon.

- **PMA invoice 04200.00-33 totaling \$97,131.09 dated 2.08.2021 for the period of January 2021.** This invoice includes the following:
  - LS fee of \$94,603.00 for Construction Administration Phase reflected in PMA Contract Amendment No. 002 dated 12.02.2019. This LS billing includes the following backup:
    - PMA actual hours Billing Backup.
    - Lump Sum v. Actuals Matrix.
    - Reimbursables:
      - UTS of Massachusetts Inv. 92324 dated 1.08.2021: \$1,826.00: Required 3<sup>rd</sup> party construction testing services for 2<sup>nd</sup> ½ December 2020 thru 1<sup>st</sup> ½ January 2021.
      - Advertising Costs: \$702.09: Trade Contractor Bidding (RFB) & Elevator Trade Contractor Prequalification (RFQ).

**MOTION:** To approve the invoices as presented for the High School in the amount of \$1,597,844.22.

(Rice/Winthrop – unanimous)

Public Safety Project: Totaling \$12,240.80

Vicon Industries, Inc. \$12,240.80

**MOTION:** To approve the invoices as presented for the Public Safety Project in the amount of \$12,240.80.

(Rice/Winthrop – unanimous)

## 2. High School Project Update:

### **Project Procurement:**

- 100% Bid Documents – Bid and GMP Timeline
- Project team to provide an update on the latest trade and non-trade procurement and de-scope process

### **Schedule:**

CCC schedule update and reviewed the snapshot of 4WLA.

- Continue with excavation for electrical duct bank.
- Installation of electrical duct bank
- Continue with foundation walls in Building D and C
- Backfill foundations for building E and D

Photos were presented to illustrate the foundation work as well as the ground thawing units that have been brought on site. In spite of the weather the project is progressing and continues to be on schedule.

March 1<sup>st</sup> and March 5<sup>th</sup> will be used for educational component of the geo thermal component of the project.

### **Project Sign:**

Project team to discuss latest project sign design. The sign is still in design and has been tabled until the next meeting.

### **SHS Learning Opportunities:**

Provide update on learning opportunities being coordinated with SHS staff and students.

### **3. Library Project:**

The Chair gave an update of the progress of the Library Project. The ZBA did not grant the variance for relief from the zoning bylaw. The decision has been moved to the court system for a determination. The MBLC has a hard date of August 1<sup>st</sup> for completion of the construction Documents. The following is an outline of the tasks that are necessary to meet that date. It is important to meet the August 1<sup>st</sup> deadline as it impacts the grant award. There was also an update regarding the possible update regarding an abutters property.

There was also an update regarding the possible update regarding an abutters property. Several scenarios were presented to the committee. The members discussed the various options with the acquisition of the abutters lots and the cost implications of civil and architectural redesign. Several members stated that they are concerned with the Goldenrod scheme as the building as currently designed would not be the best option for this site.

Ira Miller, Vice Chair of FinCom discussed the “goldenrod” option and agrees with the discussion. Mr. Miller asked about the possibility of providing estimates for each of the various scenarios.

The purpose of this Project update was to review the project schedule and meet the August 1<sup>st</sup> deadline. It was the redesign that Option A was the most likely to meet the date for the MBLC.

#### **1. Project Schedule Tasks:**

In order to meet the August 1, 2021 date set by the MBLC for the completion of the Construction Documents, the following tasks will need to be completed - -

- a. LLB to tune up the 75% CD Package for estimating, peer review, and Cx review
  - i. Expected duration required – two - three weeks
- b. 75% estimate duration – approximately two to three weeks – plus possible VE review (if required).
  - i. Fee for 75% CD estimate:
    1. AM Fogarty: \$15,000 (w/LLB review)
    2. Fennessy Consulting Services: \$10,500 (Owner’s estimate)
- c. Additional 75% CD Reviews:
  - i. KBA to complete once given the go ahead.
    1. Expected duration approximately three weeks
  - ii. C3 Commissioning:
    1. Design \$6,750 and CD \$10,800 = \$17,550

*Completion of tasks a., b., and c. as noted above would need to be completed before the May 3rd Town Meeting. This will allow LLB approximately 12 weeks complete the final CD package in time to meet the required MBLC grant milestone date. Please be advised that no design or program changes, aside from possible civil and site design are included in the 12-week design period. LLB will require a formal approval to move forward after the Town Meeting - from the SSBC. Projected costs to complete the tasks above ranges from approximately \$40,000 to \$50,000 (including OPM fees).*

- d. Notification to all GC's and FSB firms to forward their DCAMM Update Statements and any substantive changes to their firm's profile.
  - i. Final review by the SSBC Prequalification team to accept/reject submission packages.
- e. Bidding Schedule after completion of CD's is six weeks in duration
  - i. Filed Sub-Bid Trades bids start/due: August 11th – September 8th
  - ii. General Contractor Due September 22nd
  - iii. General Construction start on or about October 1<sup>st</sup>

**2. Budget Update:**

- a. With a projected August 1st completion of the CD's, the forecasted escalation increased from \$206,467, which was a summer 2020 start. Escalation of an additional \$546,505 for a summer 2021 start now totals \$752,972
- b. The February 3, 2021 budget reflects this projection which now includes a revised contingency of \$1,642,296. This is a reduction of \$546,505.

**3. Project Financials:**

- a. Project funds committed to date: \$2,523,492
- b. Project funds spent to date: \$1,328,108

**MOTION:** To move forward with the estimates, commissioning, and peer review updates in an amount not to exceed 50,000. (Benjamin/Tuck – unanimous)

**4. Public Safety Project:**

**5. Town Hall Project:**

**ADJOURNMENT:** Through unanimous consent the meeting ended at 8:09pm

Submitted:

Maureen R. Doherty – Project Manager  
Sharon Standing Building Committee

***Gordon Gladstone***

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(Gordon Gladstone) Signature of Chair

***March 2, 2021***

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Date of Acceptance