

Sharon Standing Building Committee  
Meeting Minutes  
DATE: May 11, 2021

**SSBC Members**

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

**SBC Attendees and Others**

Julie Rowe – SBC – HS <i>present</i>	Kevin Nigro – PMA – HS <i>present</i>
Judy Crosby – SBC – HS	Matt Gulino – PMA – HS <i>present</i>
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	Tim Ericson – Consigli – HS
Cheryl Weinstein-LBC	Kyle Raposo – Consigli – HS
Carolyn Weeks –LBC	Chandler Rudert – Consigli –HS - <i>present</i>
Emily Burke – SC <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
Chris Carroll – PMA – HS -	Kevin Monkiewitz – Design Technique – Library

**Krishan Gupta – guest**

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

The meeting opened at 6:39 with a roll call acknowledgement of all members in attendance.

**Meeting Minutes:** The following SSBC minutes of April 27, 2021 were presented for approval.

**MOTION:** To approve the SSBC minutes of April 27,2021 as corrected. (Rice/Winthrop 11-0-1 Rowe Abstains)

**Invoices:** There were no invoices for approval

**2. High School Project Update:**

Krishan Gupta, Finance Director, gave an update on the project funding which included the Town cash flow, borrowings and reimbursements. Discussion: The members were appreciative to learn about this process and the cash flow of the project.

✓ **Procurement/ OAL Update**

- a. Provide update on latest OAL's issued for final review and signature.
- b. CCC to review updated CM Report.

✓ **MSBA PFA Bid Amendment**

- a. PMA to review current iteration of the PFA Bid Amendment documents with the SSBC. PFA Bid Amendment Documents are due to the MSBA on May 24, 2021. This is an administrative process by the MSBA

✓ **Bipolar Ionization**

- a. Project team to review and discuss the latest bipolar ionization information provided by Tappe and the design team. This situation continues to be monitored. There was discussion regarding how long will this item remain open. Consigli has not ordered any of the equipment yet and there is some time before it will be ordered. They should check with the subcontractor and engineers before a final decision is made. The architect has been asked to have the MEP contractor provide an update on the industry standards and testing of this system.

✓ **Finish Selection Process**

- a. Team to discuss the finish selection process so the project team can begin to provide samples for the Towns review and selection. The architect will manage this process. It will be held in person.

✓ **Change Order Review**

- Change Order 005 and Transfer Change Order 006T for review and approval. Change Order 005 = (\$15,143) credit AND Change Order Transfer 006T – were reviewed and approved by the change order subcommittee.

**MOTION:** To approve Change Order #5 in the amount of a credit of \$15,143.00(Gladstone/Rice – unanimous)

- Change Transfer 006T – This is a housekeeping measure to move money around in the project budget.

**MOTION:** Move approve Change Order 006T for zero dollars. (Gladstone/Rice – unanimous)

➤ **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	\$184,627	(CO 1-4) (0.15%)
g) Current GMP Amount	\$121,729,266	

➤ **Change Orders Not Approved**

a) Tentatively Approved	\$(15,143)	<i>(Recommended by SSBC Change Com.)</i>
b) Submitted Changes	\$124,347	<i>(Under review by the Team)</i>
c) Potential Changes	\$108,381	<i>(Not yet submitted)</i>
d) Total Not Approved	\$232,728	<i>(sum of b &amp; c)</i>
e) Total Potential Changes (incl. tent. approved)	\$217,585	<i>(sum of a, b &amp; c; &lt;0.17% of GMP)</i>

➤ **CM Contingency**

a) Beginning Amount	\$2,099,210	
b) Amount from Savings from Buyout	\$1,835,341	<i>(+/-) (Through OAL #24)</i>
c) Current Amount	\$3,934,551	
d) Requests Against Contingency		
i) Approved	\$12,638	
ii) Tentatively Approved	\$17,059	<i>(Approved by the Team)</i>
iii) Pending	\$35,175	<i>(Potential &amp; Submitted)</i>
iv) Total Transfers	\$64,872	<i>(3% of Starting Amount)</i>
e) Current Anticipated Balance	\$3,869,679	<i>(184% Remaining)</i>

➤ **Requisitions (thru Pencil Requisition #15 thru April 2021)**

a) Total Completed to Date	\$13,197,377	<i>(10.84%)</i>
b) Retainage Withheld	\$636,570	<i>(-)</i>
c) Total Due to Date	\$12,560,806	
d) Total Paid to Date	\$6,701,476	
e) Total Current Payment Request	\$5,859,330	<i>(March Req #14 &amp; Pencil #15 for April)</i>

➤ **Schedule**

- i) Foundations Complete – ALL BUILDINGS
- ii) Building C: Second floor slab on deck to be placed on Tuesday 5/18
- iii) Building C: Underground plumbing installation ongoing
- iv) Building E: structural steel turnover scheduled for end of week (second floor deck access)
- v) Building D: Deck & Detail ongoing
- vi) Building F: Steel Erection ongoing – gym trusses scheduled for delivery tomorrow  
(1) Truss assembly to take most of next week
- vii) Building A: steel erection to commence next week
- viii) Building A & B: Underground storm installation ongoing

➤ **Milestone Tracking**

MILESTONE	ORIGINAL DATE	ANTICIPATED/ACTUAL	CFB	CFP
Complete Foundations	4/20/2021	4/30/2021	-10	-10
Structural Steel Complete	7/20/2021	7/20/2021	0	0
Building Weathertight	11/1/2021	11/1/2021	0	0
Substantial Completion	6/29/2022	6/29/2022	0	0

CFB – “Change from Baseline”

CFP – “Change from Previous”

Positive value indicates days behind, negative indicates days ahead.

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- 3. Library Project:** There's not much to report. The architect and the OPM have been given the approval to move forward to finish the documents for the August 1, 2021 deadline.

**ADJOURNMENT:** Through unanimous consent the meeting ended at 8:15pm

Submitted:

Maureen R. Doherty – Project Manager  
Sharon Standing Building Committee

***Gordon Gladstone***

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(Gordon Gladstone) Signature of Chair

***May 25, 2021***

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Date of Acceptance