

Sharon Standing Building Committee  
Meeting Minutes  
July 20, 2021

**SSBC Members**

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

**SBC Attendees and Others**

Julie Rowe – SBC – HS	Kevin Nigro – PMA – HS present
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 -
Tony Kopacz – SPS – HS - present	Ryan O’Neill – Consigli – HS
Matt Baldassari – Town -	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 – present
Emily Burke – SC	Drayton Fair – LLB – Library
Chris Jankun – PMA -	Jeff Porter – LLB – Library
Michael Stickney LLB	John Sayre Scibona – Design Technique – Library
Chris Carroll – PMA – HS -	Kevin Monkiewitz – Design Technique – Library

- ADMINISTRATION:** The Chair read 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 following SSBC minutes of July 6, 2021 were presented for approval.

**MOTION:** To approve the SSBC minutes of July 6, 2021 as submitted. (Slater/Benjamin – 8-0-2 Winthrop/Rice - Abstain)

**Invoices**

- ✓ **Consigli Construction Co., Inc. Requisition No. 017 totaling \$2,701,024.80 dated 7.14.2021 for the period of June 2021:**  
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. 210602 totaling \$167,708.33 dated 6.30.2021 for June 2021.** This invoice includes: \$167,708.33 for the period of June 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.

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

- ✓ **PMA invoice 04200.00-38 totaling \$103,810.00 dated 7.08.2021 for the period of June 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. 94236 dated 5.28.2021: \$9,207.00: Required 3<sup>rd</sup> party construction testing services for latter part of April 2021, May 2021 and June 1, 2021.

**MOTION:** To approve the invoices as presented for the High School in the total amount of \$2,972,543.13. (Rice/Slater - unanimous)

## **2. High School Project Update:**

### ✓ **Procurement/ OAL Update**

- Provide update on latest OAL's that have been executed and issued for final review and signature.
- CCC to review updated CM Report.

### ✓ **Schedule**

- CCC schedule update. Snapshot of 4WLA below and current 4WLA attached:
- Structural steel erection, nearing completion.
- Steel topping off ceremony being held 7/15/2021
- Placement of concrete slab on deck will continue through July and into August.
- Roofing in building D is ongoing
- Overhead MEP rough-in has started
- Underground plumbing & electrical work is ongoing
- Work on the athletic building continues.

### ✓ **Change Orders**

- Change Order 007 and Transfer Change Order 007 up for review and approval. The Change Order Subcommittee reviewed and approved the latest changes on 7/6/2021

## **MOTION:**

To approve Transfer Change Order #007T in the amount of Zero dollars (\$0.00). (Gladstone/Rice - unanimous)

## **MOTION:**

To approve Change Order #007 in the amount of \$14,044.00. (Gladstone/Benjamin – unanimous)

## **Construction Manager Project Updates:**



### **GMP Summary**

- |                            |             |
|----------------------------|-------------|
| 1) Preconstruction Amount  | \$431,885   |
| a) GMP Amendment #1 Amount | \$5,759,799 |
| b) GMP Amendment #2 Amount |             |
| c) \$16,835,409            |             |

- d) GMP Amendment #3 Amount (Pending) \$98,517,546
- e) Total GMP Amount \$121,544,639
- f) Approved Change Orders \$207,298 (CO 1-6) (0.15%)
- g) Current GMP Amount \$121,714,123

✓ **Change Orders Not Approved**

- a) Tentatively Approved \$14,044 (Recommended by SSBC Change Com.)
- b) Submitted Changes \$351,761 (Under review by the Team)
- c) Potential Changes \$104,326 (Not yet submitted)
- d) Total Not Approved \$456,087 (sum of b & c)
- e) Total Potential Changes (incl. tent. approved) \$470,131 (sum of a, b & c; <0.17% of GMP)

✓ **CM Contingency**

- a) Beginning Amount \$2,099,210
- b) Amount from Savings from Buyout \$2,183,975 (+/-) (Through OAL #36)
- c) Current Amount \$4,283,185
- d) Requests Against Contingency
  - i) Approved \$29,697
  - ii) Tentatively Approved \$0 (Approved by the Team)
  - iii) Pending \$221,194 (Potential & Submitted)
  - iv) Total Transfers \$250,891 (11% of Starting Amount)
- e) Current Anticipated Balance \$4,032,294 (192% Remaining)

✓ **Requisitions (thru Requisition #16 thru May 2021)**

- a) Total Completed to Date \$18,317,130 (15.05%)
- b) Retainage Withheld \$892,557 (-)
- c) Total Due to Date \$17,424,573
- d) Total Paid to Date \$14,723,547
- e) Total Current Payment Request \$2,701,026 (Req #17 for June)

✓ **Schedule**

- i) Athletic Buildings: UG utilities completing this week
  - (i) Exterior Masonry to commence Monday
- ii) Building A: SOG to be placed beginning of next week.
- iii) Building B: SOD to be placed Friday.
  - (i) SOG scheduled to be placed next Friday
  - (ii) Underground electric to complete tomorrow
- iv) Building C: Exterior wall framing ongoing
  - (i) Sprinkler rough install ongoing second floor
  - (ii) MEP hangers & rough install underway on second floor
  - (iii) Interior Framing ongoing on Second Floor
- v) Building D: MEP hanger installation ongoing
  - (i) Spray fireproofing scheduled to complete end of week
  - (ii) Underground electric to start next week.
- vi) Building E: UG Electric ongoing at Main Electric room
  - (i) 2<sup>nd</sup> Floor MEP hanger installation ongoing
- vii) Building F: Deck and detail of structural steel is ongoing
  - (i) Perimeter blocking to commence end of week.
  - (ii) Underground plumbing installation to complete this week
- viii) Building G: Steel erection ongoing, scheduled to complete tomorrow, deck and detail to follow
- ix) Site/Misc: Topsoil hauling to complete tomorrow

- (i) Drainage installation to commence this week.

✓ **Milestone Tracking**

MILESTONE	ORIGINAL DATE	ANTICIPATED/ACTUAL	CFB	CFP
Complete Foundations	4/20/2021	4/30/2021	-10	0
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.

- 3. Library Project:** The Chair read an email from the OPM stating that the drawings and documents will be completed to meet the August 1, 2021 deadline for the MBLC.

The Committee thanked Maureen Doherty for her service with the Town of Sharon. Maureen will be retiring at the end of July.

**ADJOURNMENT:** Through unanimous consent the meeting ended at 7:30pm

Submitted:

Maureen R. Doherty – Project Manager  
Sharon Standing Building Committee

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(Gordon Gladstone) Signature of Chair

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Date of Acceptance