

Sharon Standing Building Committee
Zoom Meeting Format
DATE: October 26, 2021

SSBC Members

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

SBC Attendees and Others

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

1. ADMINISTRATION

The Chair read script from Town Administrators Office regarding the remote meeting. The meeting opened at 6:30 PM.

Meeting Minutes: The following SSBC minutes of October 12, 2021, October 19, 2021, and October 20, 2021 @ 7:30 PM SSBC were presented for approval by roll call.

MOTION: To approve the SSBC minutes of October 12, 2021, with a correction to October 12, 2021 minutes as noted below. Seconded by Ms. Tuck. Unanimously approved 11-0-0 (all SSBC members and Rowe).

CORRECTION: 10/12 minutes draft “John Sayre-Scibona, Design Technique, noted updated cost report assuming Spring 2022 start is \$1.2 additional construction costs and \$1.4 in other costs.” s/b “1.4 million total including \$1.2 million in construction”

MOTION: To approve the SSBC minutes of October 19, 2021. Seconded by Ms. Tuck. Unanimously approved 10-0-0 (all SSBC members, Rowe abstained).

Minutes for October 20 @ 7:30 PM held for November 9, 2021, meeting.

Chief James Wright, Fire Department, provided details on radio system and how it will integrate with the Town System. Under control of Police and Fire. It will be same outcome, but much better system with better control. Bi-directional Amplifier (BDA) changed to Receive Transmit Site, so it is part of overall radio system, not stand alone system. Mr.

Rudert said scope change is minor, it is the equipment that will be the difference. \$40-85K is the maximum increase but, we will get \$40-50K credit for not installing the other BDA system.

MOTION: To proceed with the proposal presented by Chief Wright and not to exceed \$85,000. Seconded by Mr. Gladstone. Unanimously approved 11-0-0 (SSBC and Rowe)

Invoices – Sharon High School Project:

1. Invoices

- a. Consigli Construction Co., Inc. Requisition No. 020 totaling \$5,802,109.80
- b. Tappe Architects, Inc. 210902 totaling \$168,104.33
- c. PMA invoice 04200.00-41 totaling \$136,330.40
- d. Mini Warehousing, Inc. invoice 25957 totaling \$1,360.00

Invoices for review and approval at the 10.26.2021 SSBC meeting for the Sharon HS project are as follows:

- **Consigli Construction Co., Inc. Requisition No. 020 totaling \$5,802,109.80 dated 10.20.2021 for the period of September 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. Per MGL payment for this Consigli CMR requisition for September 2021 is due fifteen days from the required submission date to the Town of Sharon for inclusion on the 10.26.2021 SSBC Meeting Agenda, which is today. Thus, payment of this Consigli Req. 020 for September 2021 is Wednesday, November 3, 2021. Sarah Winthrop has reviewed from **SSBC**.

- **Tappe Architects, Inc. 210902 totaling \$168,104.33 dated 9.29.2021 for September 2021.** This invoice includes the following:
 - \$167,708.33 for the period of September 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.
 - \$ 396.00 for Geotech/Geoenvironmental Engineering Fee as reflected in Tappe executed Contract Amendment No. 004, dated 5.09.2021.

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

- **PMA invoice 04200.00-41 totaling \$136,330.40 dated 10.08.2021 for the period of September 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 totaling \$41,727.40:
 - UTS of Massachusetts Inv. 95526 dated 8.20.2021: \$18,530.60 and Inv. 95978 dated 9.17.2021: \$23,196.80 : Required 3rd party construction testing services for late July 2021 through late September 2021.
- **Mini Warehousing, Inc. invoice 25957 totaling \$1,360.00 dated 10.18.2021** for one (1) year storage rental for football equipment 8.17.2021 ~ 7.16.2022.

MOTION: Chair motioned to approve all four invoice(s) for a total of \$6,107,904.53. Seconded by Winthrop. Unanimously approved 11-0-0 (SSBC members, Julie Rowe)

HIGH SCHOOL PROJECT

2. CM Report

- a. Project team to discuss latest CM Report including procurement update, latest change orders and overall GMP status.

3. Schedule

- a. See attached 4WLA for latest schedule update.

4. FF&E Update/ SHS Changes Requested of SSBC

- a. Team to provide update on FF&E procurement status.
- b. The Sharon School Department has sent the SSBC a letter requesting changes be made to the building design. The project team wants to discuss the document received and how to move forward with these requests (See attached document from SHS)

Academic support counselor conference room change to offices for two psychologists may be most impactful fiscally, fire protection, MSBA-wise in case there is any impact on the grant., etc. Suggestion to separate this one from everything else that seems more negligible? Nurses office door change mentioned as bigger change comparatively too.

Wendy Hynes, Tappe, said a few items on list including music lockers are no longer needed.

Need further input as to cost and MSBA, although not adding space but rather changing configuration of space. Tappe, Consigli and PMA can take time to next meeting to put numbers on some of these items. List is part of case work or mill work on this list, not FFE.

5. Fire Department Radio System Change

- a. Sharon FD has requested that the BDA system be replaced with a radio transmitter. The SSBC has received a letter requesting this from Chief Wright. Project team to review with the SSBC and discuss next steps

6. Change Order

- a. Change Order 010 to be reviewed and approved by the SSBC. Link to the Change Order 010 documents provided to SSBC members.

MOTION: Chair motioned to approve Change Order 010 in the amount of \$174,551.00. Seconded by Mr. Thibault. Unanimously approved 11-0-0 (SSBC members, Rowe).

7. Invoices

September invoices and construction requisition for review and approval

- a. Consigli Construction Co., Inc. Requisition No. 020 totaling \$5,802,109.80

- b. Tappe Architects, Inc. 210902 totaling \$168,104.33
- c. PMA invoice 04200.00-41 totaling \$136,330.40
- d. Mini Warehousing, Inc. invoice 25957 totaling \$1,360.00

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	\$285,677	(CO 1-9) (0.20%)
g) Current GMP Amount	\$121,830,316	

2) Change Orders Not Approved

a) Tentatively Approved	\$174,551	(Recommended by SSBC Change Com.)
b) Submitted Changes	\$163,210	(Under review by the Team)
c) Potential Changes	\$671,443	(Not yet submitted)
d) Total Not Approved	\$834,653	(sum of b & c)
e) Total Potential Changes (incl. tent. approved)	\$1,009,204	(sum of a, b & c; 0.7% of GMP)

3) CM Contingency

a) Beginning Amount	\$2,099,210	
b) Amount from Savings from Buyout	\$524,800	(Max. Per Contract)
c) Current Amount	\$2,624,010	
d) Requests Against Contingency		
i) Approved	\$136,319	
ii) Tentatively Approved	\$0	(Approved by the Team)
iii) Pending	\$132,530	(Potential & Submitted)
iv) Total Transfers	\$268,849	(12% of Starting Amount)
e) Current Anticipated Balance	\$2,355,161	(112% Remaining)

4) Allowances

f) Beginning Amount	\$2,040,000	
g) Amount from Savings from Buyout	\$1,777,558	(Remaining Buy Savings)
h) Current Amount	\$3,817,558	
i) Requests Against Contingency		
i) Approved	\$322,305	
ii) Tentatively Approved	\$0	(Approved by the Team)
iii) Pending	\$50,624	(Potential & Submitted)
iv) Total Transfers	\$372,929	(18% of Starting Amount)
j) Current Anticipated Balance	\$3,434,491	(168% Remaining)

5) Requisitions (thru Requisition #20 thru September 2021)

a) Total Completed to Date	\$34,110,842	(28.01%)
b) Retainage Withheld	\$1,682,243	(-)
c) Total Due to Date	\$32,428,599	

- d) Total Paid to Date \$26,626,490
e) Total Current Payment Request \$5,802,109 (Req #20 for August)

6) Schedule

- i) Athletic Buildings: No work currently happening this location. Working on field issues.
- ii) Concrete
 - a) Placing Stair #2 & Stair #6 stair pans next week
 - b) Placing slab on grade @ kitchen & Commons next week (bldg. E)
- iii) Masonry
 - a) Offsite due to weather, recommending installation next week
- iv) Drywall/Rough Carpentry
 - a) Sheathing ongoing at Building B
 - b) G1 Interior wall framing commencing
- v) Roofing
 - a) Offsite due to weather, returning next week to start Building B roof
- vi) Waterproofing
 - a) Offsite due to weather, install to continue next week.
- vii) Misc Metals
 - a) Stair #6 installed
- viii) Electrical
 - a) Roughing/Pulling wire in Building C
 - b) Installing conduit & boxes in Buildings E & D
 - c) Inspection scheduled for Monday to commence pulling wire in Building D
- ix) Plumbing
 - a) Installing grease traps @ kitchen
 - b) Continue to tie in roof drains throughout all buildings
 - c) Insulating pipe in building C
 - d) In-wall & OH Rough continues in buildings D & E
- x) Fire Protection
 - a) Currently roughing on G second floor
 - b) Commencing G1 rough this week
- xi) HVAC/Mechanical
 - a) Duct installation ongoing in C1
 - b) HW/CW Pipe insulation ongoing on C1
 - c) Pipe/VRF rough ongoing on D1
 - d) F1 Pipe scheduled to arrive Friday to commence install
 - e) Controls Electrician installing 'candy canes' in C1 & C2
- xii) Sitework
 - a) Marois is fine grading auditorium & black box theater to prep for slab placements
 - b) JRV tying in site drainage throughout classroom wing areas

7) 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	7/21/2021	-1	-1	
Building Weathertight	11/1/2021	11/1/2021	0	0	

8) Items to Review

- a) Verizon Update Mr. O'Cain, Town Engineer, getting clarifications and preparing letter for Select Board recommending approving moving of pole.

9) Project Meetings are held each Tuesday at 2pm via Microsoft Teams

Site walk-thru visit on a Saturday, November 20, 2021, 9 AM since it gets dark in evenings now.

FFE: Meeting tonight after this meeting.

LIBRARY PROJECT

ZBA voted to allow all of the relief requested by the library subject to the conditions by the ZBA, Library Trustees, and the Building Committee. Unknown if attorneys have had any discussions.

(DBB) Design Bid Build- we want the contract to be reviewed by an attorney with experience. Brian Winner (trustees) recommended the senior partner at the firm to review the contract documents.

Chair requested he be authorized to enter into discussions regarding the above and make updates/edits to the construction contract in preparation for putting job out for bid. He noted it seemed like consensus but vote not taken.

Mr. Drayton noted that typically the Town Council has final approval. Since Mr. Gelerman drafted the contract SSBC should have someone else review it. LLB and Design Technique solicited estimates for new estimates based on revised 100% drawings once we are through the final approval process from the ZBA.

MOTION: Authorization from the building committee if it becomes necessary to authorize Design Techniques and LLB to enter into consulting contracts for estimating with their estimating firms for a total amount for the two not to exceed \$15,000. Unanimously approved. 11-0-0 (SSBC).

ADJOURNMENT: Through unanimous consent the meeting ended at 7:38 pm

Approved 11-09-21