

Sharon Standing Building Committee
ZOOM Meeting Minutes
December 7, 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 Jankun – PMA HS present
Joseph Scozzaro – HS Principal	Chris Carroll – PMA – HS
Tony Kopacz – SPS – HS	Chris Sharkey – Tappe – HS
Matt Baldassari – Town – present	Kristy Lyons – Consigli – HS
Emily Burke – SHS, SBC - present	Chris Blessen – Tappe – HS – present
Peter Botelho -- Superintendent	Tim Ericson – Consigli – HS
Carolyn Weeks –LBC	Chandler Rudert – Consigli –HS
Cheryl Weinstein – Library	Kyle Raposo – Consigli – HS
LeeAnn Amend – Library	Christian Riordan – Consigli – HS
Jim Devellis – devellisrein - Library	Ryan O’Neil – Consigli
Jeff Porter – LLB – Library	
Michael Stickney LLB	John Sayre-Scibona – Design Technique – Library
Drayton Fair – LLB – Library	Kevin Monkiewicz – Design Technique – Library
Richard Gelerman – Town Counsel	Brian Winner – Library Trustees Counsel

Tappe Design Team: Marcy Stefman, Danielle Schwartz, Laura O’Brien

A. ADMINISTRATION

The Chair read script from Town Administrators Office regarding the remote meeting. The meeting opened at 6:30 PM with a roll call of members in attendance.

Mr. Gladstone thanked Matt Baldassari on behalf of the SSBC for his years of help as a past SSBC member and more recently, Facilities Director for the Town of Sharon.

Meeting Minutes: The following SSBC minutes of November 9, 2021 were presented for approval by roll call.

MOTION: To approve the SSBC minutes of **November 9, 2021** SSBC meeting. Seconded by Ms. Winthrop.
Approved 6-0-0 (*Gladstone, Rice, Slater, Smith, Tuck, Winthrop*).

Debbie Benjamin joined the meeting.

Julie Rowe joined the meeting.

Meeting Minutes: The following SSBC minutes of November 23, 2021 were presented for approval by roll call.

MOTION: To approve the SSBC minutes of **November 23, 2021** SSBC meeting with an additional note that no quorum was present. Seconded by Mr. Smith. Approved (4-0-0) (*Gladstone, Benjamin, Smith, and Grosshandler*).

Invoices: for review and approval at the 11.23.2021 SSBC meeting for the Sharon HS project are as follows:

- **Consigli Construction Co., Inc. Requisition No. 021 totaling \$4,460,240.50 dated 11.16.2021 for the period of October 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 October 2021 is due fifteen days from the required submission date to the Town of Sharon for inclusion on the 11.23.2021 SSBC Meeting Agenda, which is today. Thus, payment of this Consigli Req. 020 for September 2021 is Wednesday, December 1, 2021.

- **Tappe Architects, Inc. 211004 totaling \$171,111.33 dated 11.01.2021 for October 2021.** This invoice includes the following:
 - \$167,708.33 for the period of October 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.
 - \$ 2,178.00 for Geotech/Geoenvironmental Engineering Fee as reflected in Tappe executed Contract Amendment No. 004, dated 5.09.2021.
 - \$ 1,225.00 for Landscape Architect (LA) services 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 04200.00-42 totaling \$122,164.05 dated 11.08.2021 for the period of October 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 \$27,561.05:
 - Intertek (Architectural Testing, Inc.) Inv. 329849 dated 10.12.2021 and Inv. 333713 dated 10.28.2021 both totaling \$12,100 related to Building Envelope Testing during Oct. 2021.
 - UTS of Massachusetts Inv. 96417-1 dated 10.15.2021: \$15,461.05: Required 3rd party construction testing services for late September 2021 through early October 2021.
- **Andelman and Lelek Engineering, Inc. invoice 2021-4309 totaling \$5,792.50 dated 07.24.2021.** This relates to review of energy incentives related to the new Sharon HS: deliverables rec'd from Andelman and Lelek and accepted by the District. They are Design firm through Eversource Incentive program.

MOTION: Chair motioned to approve invoices totaling \$4,759,308.38 including Consigli Construction Co., Inc. Requisition No. 021 totaling \$4,460,240.50 dated 11.16.2021 for the period of October 2021; Tappe Architects, Inc. 211004 totaling \$171,111.33 dated 11.01.2021 for October 2021; PMA invoice 04200.00-42 totaling \$122,164.05 dated 11.08.2021 for the period of October 2021; and Andelman and Lelek Engineering, Inc. invoice 2021-4309 totaling \$5,792.50 dated 07.24.2021. Ms. Benjamin seconded. Approved unanimously 11-0-0.

B. HIGH SCHOOL PROJECT

1. CM Report

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

2. Schedule

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

3. Wall Tile Change

- a. Team to present the latest change information regarding the request to increase tile height throughout the new high school. Due to material delivery concerns the team wants to expedite the review of this change so material can be ordered if the SSBC wants to proceed.

4. WWTP

- a. The project team will give an update on the WWTP scope of work and the potential unforeseen work that could be encountered. Due to a tight timeframe unforeseen work may need to be authorized outside of the typical change order approval process and so the team wants to make sure the SSBC is informed of these potential unforeseen changes.

5. FF&E Procurement

- a. Team will review FF&E procurement with SSBC so that materials can begin to be released.

6. Change Order and Transfer Change Order Review

- a. Team to review Change Order 011 and Transfer Change Order 009T with the full SSBC. These changes were reviewed and approved by the Change Order Subcommittee on 11/9/2021.
- b. **Link to Change Orders:** [2021.12.07 Change Orders for SSBC Review](#)

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	\$460,228	(CO 1-10) (0.37%)
g) Current GMP Amount	\$122,004,867	

2) **Change Orders Not Approved**

a) Tentatively Approved	\$(152,876)	(Recommended by SSBC Change Com.)
b) Submitted Changes	\$429,235	(Under review by the Team)
c) Potential Changes	\$797,740	(Not yet submitted)
d) Total Not Approved	\$1,226,975	(sum of b & c)
e) Total Potential Changes (incl. tent. approved)	\$1,074,099	(sum of a, b & c; 0.91% 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	\$16,709	(Approved by the Team)
iii) Pending	\$184,112	(Potential & Submitted)
iv) Total Transfers	\$337,140	(16% of Starting Amount)
e) Current Anticipated Balance	\$2,286,870	(108% 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	\$28,104	(Approved by the Team)
iii) Pending	\$10,775	(Potential & Submitted)
iv) Total Transfers	\$361,184	(17% of Starting Amount)
j) Current Anticipated Balance	\$3,456,374	(168% Remaining)

5) Requisitions (thru Pencil Requisition #22 for November 2021)

a) Total Completed to Date	\$45,924,857	(37.64%)
b) Retainage Withheld	\$2,272,944	(-)
c) Total Due to Date	\$43,651,913	
d) Total Paid to Date	\$32,428,599	
e) Total Current Payment Request	\$11,223,314	(Req #21 & Pencil Req #22)

6) Schedule

- i) Athletic Field: Sod going dormant and maintenance continuing in Spring.
 - a) JR Vinagro working on segmental retaining wall along bleachers/track.
- ii) Concrete
 - a) Last slab placement completed Friday.
 - b) Stair Pan placement is the remainder of concrete that is to be installed.
- iii) Masonry
 - a) Calcium silicate masonry veneer installation ongoing on West Façade of E&F as well as NW Corner of C/D building and intersection between C&B Buildings
 - b) Red brick veneer continuing at C, B & D Intersections
- iv) Drywall/Rough Carpentry
 - a) Interior framing ongoing in G1, A2 & B2
 - b) Drywall installation continues in C2 & C1, anticipate completing in this week. Drywall install will begin in Building D science rooms at the end of this week.
 - c) Spray foam insulation installation ongoing in Buildings E&G
- v) Roofing
 - a) Auditorium low roof perimeter has been completed.
 - b) Canopy roofing is scheduled for next week
- vi) Waterproofing
 - a) AVB installation ongoing on south elevations of A & B to prep for masonry
 - b) AVB install ongoing on North Façade of G&A to prep for masonry
- vii) Misc. Metals
 - a) Fabrication & shop drawings continue.

- b) Stair 3 installation will be starting up Thursday
 - viii) Electrical
 - a) Pulling cable in E2, D2 and D1 is ongoing
 - b) Conduit & Box complete in A1, F1, B1, E2, D2, E1, D1
 - c) Cable pulled in A1, C1 & C2
 - d) Temp heaters have been wired
 - e) Underslab electrical complete
 - ix) Plumbing
 - a) Insulation ongoing for domestic water in E & D
 - b) Auditorium & G Building roof drain tie-in to be completed within the next 2 weeks
 - c) Welded gas pipe installation underway in D & E (complete in C)
 - d) Overhead plumbing installation ongoing in Building E, F & G
 - e) Locker room restroom rough ongoing
 - f) Kitchen rough ongoing
 - x) Fire Protection
 - a) Installing in Buildings A2 & G2, pending completion this week.
 - b) Installation will begin in Building A1 next week.
 - xi) HVAC/Mechanical
 - a) Overhead rough ongoing in E & F – Pipe & Duct – work continues
 - b) Duct installation is ongoing in Building D1
 - c) Auditorium overhead rough to start immediately following dance floor
 - xii) Sitework
 - a) JRV may be remobilizing in the next two weeks to relocate septic vents & prep pad for chem storage
*WWTP scope
 - xiii) Miscellaneous
 - a) Working platform installation in auditorium ongoing, to be completed at the end of the week
 - b) Mockup work continues, including masonry veneer and window installation
- WWTP work commenced today

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	11/19/2021	-10	-10	
Substantial Completion	6/29/2022	6/29/2022	0	0	

8) Items to Review

- a) Change Order 011 & 009T
- b) Requisition #21 – October 2021
- c) Added wall tile change request

Fernandez issues regarding the jobsite safety. Minor incident that didn't result in lost time kicked off safety concern with the masons regarding scaffolding and some other things and CC met with crew two weeks ago. On Thursday, 12/3/21 they were removed from site and management requested third party safety inspections, more training, training certificates for whole crew, and their foreman is allowed to return to site with the caveat that they want someone from executive leadership on site as well. Fernandez complied with requests and will remobilize to site tomorrow. Fernandez is aware that they are responsible for making up the lost time/expense. Mr. Rudert thinks they received the message

and expects it will move forward from here.

Wall Tile Change Rough Order of Magnitude CR 77 dated 9/22/21 essentially \$215,000. Value Engineering decision to cut tile down approximately 2-3 feet as a budget consideration previously. But, adding it back in eases maintenance. This extends all of the bathroom tile up to full height and also adds five feet of wainscoting near corridor lockers. Wendy Hynes, Tappe said there are display cases just south of wing A, so there is no need for tile there. Tile is a longer lasting, easier to maintain product. In toilet rooms the wet walls were up to ceiling height, but when budget issue they were brought down by 2 or 3 feet. Member expressed that removing tile from gypsum walls is penny wise and pound foolish. Mr. Kopacz agreed increase in tile made sense.

Abuse resistant board not used behind tile. It's a separate issue.

Motion: Chair motioned to approve Rough Order of Magnitude CR 77 dated September 22, 2021 estimated at \$215,000. Mr. Rice seconded. Unanimously approved 11-0-0.

Mr. Rudert presented change orders as previously approved by the Change Order Subcommittee on November 9, 2021:

Proposed Owner Change Order 011 for SSBC Review moved from 11/23 to 12/07/2021 agenda:

- CR048 – RFI-146 Booster Pump Revisions = \$10,690 -- difference in cost for a pump that project needed, Chapter 149A bid law.
- CR050 - RFP-006 Electrical & Housekeeping Pad for Bailer = \$8,808
- CR058 - RFP-012 Bipolar Ionization Scope Deletion = (\$201,315)
- CR065 - RFI-291 Added Floor Drains in G Building = \$18,241
- CR067 - RFI-274 D Zone Grading = \$5,721 – for additional 2” asphalt in D zone, large paved area before track and football field.
- CR080 – Solar Flushometers ILO Powered = \$4,979 – battery can recharge via lights in the room, sunlight not needed.

Motion: - Chair motioned to approve Change Order 11 in the total amount of \$152,876. Ms. Tuck seconded. Unanimously approved, 11-0-0.

Transfer Change Order 009T for SSBC Review on 11/23/2021, moved to 12/07/2021 agenda:

- AT007 – Perimeter Drain
- AT014 – Added Studs and Bracing at Mockup
- CT016 - RFI-161 Auditorium Under Slab Waterproofing Revised
- HT034 – Trade Support Transfer 001

MOTION Chair motioned to approve Transfer Change Order 009T. Ms. Winthrop seconded. Unanimously approved, 11-0-0.

WWTP Mr. Rudert wanted to make committee aware of possibility of unforeseen conditions at the WWTP, potential need for fast decisions in the field. Mr. Gladstone confirmed SSBC approval for in the field decisions be clarified to an aggregate of \$35,000 -- \$10,000 for PMA and \$25,000 for SSBC Chair.

MOTION: PMA authorized to allow \$10,000 and Chair authorize \$25,000 and clarified this means an aggregate of \$35K. Winthrop seconded. Unanimously approved, 11-0-0.

WWTP walkthrough to be scheduled including: Tuck, Winthrop, Schustek, Thibault, and Gladstone. Ms. Schustek will coordinate a date, likely 12/16 or 12/17. Mr. Thibault offered to assist with any questions that may arise as work on WWTP happens. Weston and Sampson is the plant operator. Pride Environmental is doing the upgrade.

FFE Procurement Committee focused on just furniture for this first ask per Mr. Blessen. Lauren Obrien from Stefura Assoc. and Daniel Schwartz, from Tappe were present as well. Most of this ask is student and teacher desk and chairs, and furniture. Mr. Blessen said Ms. Burke deserves recognition for all of her hard work on this. Ms. Benjamin noted that the FFE Committee went thru the items, saw the items, came to understand how items are going to be used and gave full support to these selections for the school. Mr. Blessen noted the ask tonight is for approval to purchase \$1,147,000 (estimate until start procuring). Pathway identified is to get as much from the state bid list as they can; they will limit bid packages as much as possible in order to save time and control for exactly what is identified and not a substituted item. Mr. Kopacz confirmed custodial packet includes everything he needed.

Ms. Tuck noted that if multiple towns are looking for the same thing there is a small discount, collaborative purchasing program. Mr. Blessen advised that a lot of this furniture is not necessarily what the district is purchasing and discounts aren't as great at the end of the day as what is advertised. Mr. Rice said collaborative practice sounds better in theory than it does in practice. You are getting a little bit more savings on what you don't necessarily want in your building for 25 years. Jen Littlefield added that it is usually more beneficial for smaller projects. Concern about long lead times means sooner this is under contract the better project will be. School furniture items, some equipment added in for weight room and dark room comes to \$2,199,098.00 including contingency or a cost of \$1,759.28 per student.

Additional items to be purchased that are more like microscopes, cameras, etc. were taken off of this list to get the long lead time items order now. Then once POs are written and remaining budget is known, the non-furniture requested items can be considered/approved. Budget remaining is \$50, 902.

Motion: Chair motioned to authorize Tappe to enter into contracts not to exceed \$2,199, 098 for FFE Procurement Committee. Seconded by Mr. Rice. Unanimously approved 11-0-0.

C. LIBRARY

Library appeal period ends at midnight on 12/08/21. Two appeals have been submitted, 1) Amy Baldwin and 2) Mike Freeman. CHA's was second in bid process and thus can be brought on to estimate the project and plans can be reviewed by their office. Chair had anticipated asking for additional funds at May 2022 town meeting, but it is not clear whether ZBA appeals will be upheld or dismissed by May 2 date. It is still also possible there will be further appeals before the appeals deadline.

Mr. Slater asked if it is appropriate to negotiate with the people who are appealing? SSBC can't negotiate with anybody. Two years of negotiations. Courts have decided. ZBA has granted the variances. There is a historical issue that needs to be resolved. So there is a lot of stuff hanging up in the air. Chair thinks that during whole process of getting appeals done they should negotiate with CHA in interim. But library project is all predicated on the resolution of the appeals. Chair recommended SSBC members look at the appeals.

ADJOURNMENT: Through unanimous consent the meeting ended at 8:10 pm

Minutes approved 12/21/21