

**Sharon Standing Building Committee  
Zoom Meeting Minutes  
December 21, 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	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
Joseph Scozzaro – HS Principal	Chris Carroll – PMA – HS
Tony Kopacz – SPS – HS -- present	Chris Sharkey – Tappe – HS
Matt Baldassari – Town	Kristy Lyons – Consigli – HS
Emily Burke – SHS, SBC	Chris Blessen – Tappe – HS -- present
Peter Botelho -- Superintendent	Tim Ericson – Consigli – HS
Andrew Farrer –Dir. Of Tech Systems HS - present	Chandler Rudert – Consigli –HS -- present
Cheryl Weinstein – Library - present	Kyle Raposo – Consigli – HS
LeeAnn Amend – Library	Christian Riordan – Consigli – HS
Jim Devellis – devellisrein - Library	Ryan O’Neil – Consigli
Jeff Porter – LLB – Library	Kevin Monkiewicz – Design Technique – Library
Michael Stickney LLB	John Sayre-Scibona – Design Technique – Library
Drayton Fair – LLB – Library	Richard Gelerman – Town Counsel
Carolyn Weeks –LBC -- present	Brian Winner – Library Trustees Counsel

Douglas Faria, Technology Consultant from Edvance HS - present

**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.

**BUDGET REQUEST**

**Sharon High School Classroom A/V Equipment budget from Tappe Architecture** – A/V Equipment \$639,135.00. There is a 5% contingency built in to the total request. Douglas Faria, Technology Consultant from Edvance and Andrew Farrer from SHS IT were introduced by Mr. Blessen to outline procurement for HS IT. Lead time is a concern, particular for Epson items. Additional funds for server technology and voice over IP vendor hardware, as well as Apple products will follow at a future date. State contractor, Pro A/V, has worked with town in past and pricing sought currently. Mr. Faria’s intention is not to go out to bid, but to go with state bid list. Laser-based models offer full brightness almost instantly, and image quality is great. Mr. Farrer noted cross-district effort to install Epson. Ms. Burke agreed with choice of projector model.

Top Cat by Light Speed issues looked into by Mr. Faria. Discussion about sampling two different options and reviewing pro A/V as installed in elementary and SMS. Elementary systems have been problematic for blasting student in chair below but not carrying to students further away. Regarding current use in elementary schools and Top Cat system, they kind of got the “this is what it is” from ProAV per Andrew Farrer, and have found work-around. The elementary school

system is not as good at the LightSpeed 855 amplifier system with the same style (DRQ) in-ceiling speakers (4 of them) at SMS. He suggested to go with system that has been running great for ten years in SMS. Teachers use them constantly, especially with Covid and the masks, they are a life saver in the classroom

Wiring for these systems is ongoing in SHS project per Mr. Rudert. If no box infrastructure is being added in the wall, there is a little bit of time.

System that was specified has the box and the conduit done is system agnostic per Mr. Faria. The Top Cat systems are owned under Griffin's contract. Mr. Rudert needs to confirm whether Griffin has purchased those systems or not. Pro A/V can even be installed thru FFE if SSBC wants to go that route. 1) confirm Top is system that they are unhappy with 2) see if you can get a credit for it 3) Mr. Faria can help with the rest. Further thought needed on this per Chair.

Tony, Emily, and Andrew can consider a demonstration and along with Gordon and Colleen, and possibly Doug and Chris B. want to go to a middle school and an elementary school system. This helps kids who have issues, so they should do as much as they can to get this right.

Clarified that entire budget is \$1,800 per student which is \$2.25 million dollars and this is \$639,000 of that. Mr. Faria has a running budget and confirmed under budget now as we stand. He will have more specifics once he specs with Apple and the voice over IP vendor. These items are the "must haves."

**MOTION:** Based on advise of architect and his consultant and agreement of the people in SHS that are responsible for this equipment and not to exceed \$639,135 as a partial budget to purchase the items on this A/V equipment list. Ms. Winthrop seconded. Unanimously approved 10-0-0. (Mr. Rice not present).

## **MEETING MINUTES**

The following SSBC minutes of December 7, 2021 were presented for approval by roll call.

**MOTION:** To approve the SSBC minutes of December 7, 2021 SSBC meeting. Seconded by Ms. Winthrop. Unanimously approved 10-0-0. (Mr. Rice not present).

## **INVOICES**

**HS Project** invoices for review and approval at the December 21, 2021, SSBC meeting are as follows:

- **Consigli Construction Co., Inc. Requisition No. 022 totaling \$6,366,491.50 dated 12.15.2021 for the period of November 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 November 2021 is due fifteen days from today, the required submission date to the Town of Sharon for inclusion on the 12.21.2021 SSBC Meeting Agenda. Thus, payment of this Consigli Req. 022 for November 2021 is Wednesday, December 29, 2021.

- **Tappe Architects, Inc. 211105 totaling \$170,665.83 dated 12.01.2021 for November 2021.** This invoice includes the following:
  - \$167,708.33 for the period of November 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.

- \$ 1,732.50 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 04200.00-43 totaling \$94,603.00 dated 12.06.2021 for the period of November 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.

**MOTION:** by Chair to approve three invoices -- Consigli Construction Co., Inc. Requisition No. 022 totaling \$6,366,491.50 dated 12.15.2021 for the period of November 2021; Tappe Architects, Inc. 211105 totaling \$170,665.83 dated 12.01.2021 for November 2021; PMA invoice 04200.00-43 totaling \$94,603.00 dated 12.06.2021 for the period of November 2021-- for a total of \$6,631,760.33. Seconded by Mr. Thibault. Unanimously approved 10-0-0. (Mr. Rice not present.)

## **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. Approx.37% billed currently.

## **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	\$307,352	(CO 1-11) (0.25%)
g) Current GMP Amount	\$121,851,991	

### **2) Change Orders Not Approved**

a) Tentatively Approved	\$147,571	(Recommended by SSBC Change Com.)
b) Submitted Changes	\$516,048	(Under review by the Team)
c) Potential Changes	\$616,167	(Not yet submitted)
d) Total Not Approved	\$1,132,215	(sum of b & c)
e) Total Potential Changes (incl. tent. approved)	\$1,279,786	(sum of a, b & c; 1.05% 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	\$153,028	
ii) Tentatively Approved	\$77,063	<i>(Approved by the Team)</i>
iii) Pending	\$110,049	<i>(Potential &amp; Submitted)</i>
iv) Total Transfers	\$340,140	<i>(16% of Starting Amount)</i>
e) Current Anticipated Balance	\$2,286,870	<i>(108% Remaining)</i>

**4) Allowances – NOTE: Ignore allowance info as it wasn't updated from 12/07/21 meeting**

f) Beginning Amount	\$2,040,000	
g) Amount from Savings from Buyout	\$1,777,558	<i>(Remaining Buy Savings)</i>
h) Current Amount	\$3,817,558	
i) Requests Against Contingency		
i) Approved	\$322,305	
ii) Tentatively Approved	\$28,104	<i>(Approved by the Team)</i>
iii) Pending	\$10,775	<i>(Potential &amp; Submitted)</i>
iv) Total Transfers	\$361,184	<i>(17% of Starting Amount)</i>
j) Current Anticipated Balance	\$3,456,374	<i>(168% Remaining)</i>

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

a) Total Completed to Date	\$45,507,402	<i>(37.30%)</i>
b) Retainage Withheld	\$2,252,071	<i>(-)</i>
c) Total Due to Date	\$43,255,331	
d) Total Paid to Date	\$36,888,840	
e) Total Current Payment Request	\$6,366,491	<i>(Req #22)</i>

Project is 37% billed currently.

**6) Schedule**

- i) Athletic Field: Sod going dormant and maintenance continuing in Spring.
  - a) Retaining wall almost complete
- ii) Concrete
  - a) No work this period
- iii) Masonry
  - a) Installation ongoing on Bldg B South & Bldg F North  
Masonry back on site and doing a great job on safety as well as progress and installation.
- iv) Drywall/Rough Carpentry
  - a) Hanging drywall in D & E second floor, as well as part of D First Floor (expect remaining end of this week)
  - b) Expect E1 to start drywall end of next week.
  - c) C1 & C2 Drywall installation is complete
  - d) Taping ongoing on C2
  - e) Spray foam installation ongoing in A Building

In wall inspections happening pretty frequently and periodically, which is good as drywall is moving along.

- v) Roofing
  - a) Canopy Roofing installation to commence next week
  - b) Onsite this week flashing curbs and mechanical equipment penetrations.
- vi) Waterproofing
  - a) AVB installation ongoing on south elevation of A
  - b) Detailing AVB installation at Clerestory Roofs

vii) Windows/Storefront/Curtainwall/Skylights

- a) Mockup window install ongoing
- b) Stair 3 skylight complete as of Friday, starting large skylight tomorrow.

Window testing scheduled to happen over the next three weeks. The commissioning agent, Tappe, and PMA working to get aluminum windows installed with masonry, more just set in place so the permanent window functions as the temporary barrier. Main skylight work begins 12/22 as they are trying to get that corridor closed in.

viii) Misc Metals

- a) Stair 3 installation ongoing

ix) Interiors/Finishes

- a) Painting
  - (a) Mobilized yesterday, starting w/ Epoxy at Locker Rooms
- b) Tile
  - (a) Mobilized this week, work starting on C2
- c) Polished Concrete
  - (a) Kaloutas is on A1 polishing concrete, A2 scheduled next week

x) Electrical

- a) In-wall rough complete in C1 & C2, D2, E2 and most of D1 (shooting for signoff tomorrow)
- b) Tel/Data (Low Voltage) crew mobilized last week to begin pulling LV Cabling in C Building
- c) E1 & F in-wall rough ongoing

xi) Plumbing

- a) Auditorium roof drains tied in/completes plumbing scope @ auditorium
- b) Roof drain tie-in ongoing in buildings A & B
- c) In-wall rough ongoing in buildings G1 & G2
- d) In-wall rough complete in building F

xii) Fire Protection

- a) Installing in Building A1 and moving into auditorium this week.

xiii) HVAC/Mechanical

- a) Mechanical piping install ongoing in G2 & A2
- b) Sheetmetal rough ongoing in locker rooms
- c) Sheetmetal rough completed in D1
- d) Auditorium overhead ductwork scheduled to arrive in January for install

xiv) Sitework

- a) JRV install detention system between A & B Buildings (#4)
- b) Beginning to excavate to prepare for Helical Anchors tomorrow

xv) Miscellaneous

- a) Working platform installation in auditorium complete
- b) Mockup work continues, windows anticipated to be installed this week.

## 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	0
Building Weathertight	11/1/2021	11/19/2021	-10	0
Substantial Completion	6/29/2022	6/29/2022	0	0

## 8) Items to Review

- a) Change Order 012 & 010T
- b) Requisition #22 - November
- c) Helical-Anchor Change Request

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

## 10) Project Photos

Chair noted that SCTV taped a show that is out for edits and will advise when it is ready for community TV viewing.

Testing on mockup in next few weeks to make sure they pass before installing in the building.

Member asked regarding A/V equipment whether there's a lead time. But if boxes are already being installed, there is still time for ceiling mounted speakers. They aren't talking about changing the infrastructure in the wall. All the A/V boxes come with candy canes conduits that go thru ceiling and poke out. As long as it's all above ceiling there're a few weeks to figure it out. If it requires coming into the walls, that'll be different.

### 2. Helical Pile Change

a. Team to present the latest change information regarding the helical piles required underneath the press box due to unsuitable soils encountered at that location. This is an add on to the existing bleachers with a press box. Excavated, but bottom of bleacher footings had organic, unsuitable soil. Usual plan would be excavate up unsuitable fill, but if they did so here, it could undermined the footings on the existing bleachers. Tappe, PMA, and consultants agreed helical anchors. Two bids, the union contractor was \$87,000 and the non-union was \$37,000. J.R. Vinagro is providing union operator labor and entering into contract with Helical. Vinagro upcharge because it had to be union is about \$11k. The CO is for the piles and installation thereof. Vinagro is planning to start excavating for these piles tomorrow if Mr. Rudert gets SSBC okay tonight. Unique scope of work with delegate design foundation, delegate design helical anchors; and then ADA footing for wheel chair lift not really owned as a delegated design by anybody, so multiple engineers involved to get it where it needed to be. If not in before the freeze, means will make it harder to get it in by August

Member suggested it's worth asking about drive or drill from grade rather than from a subset grade because it is much harder for them to do it from a subset grade, and the top 4' will either get cut off or burned off. Mr. Rudert will revisit using slightly longer pile. They may be doing exactly what Thibault and Grosshandler are talking about... it is in fact means and methods.

**MOTION:** Chair motioned to approve an expenditure for helical piles for the press box not to exceed \$81,671.70. Ms. Winthrop seconded. Unanimously approved 10-0-0 (Mr. Rice not present).

### 3. Technology Procurement

Covered at beginning of meeting.

### 4. Change Order and Transfer Change Order Review

Team to review Change Order 012 and Transfer Change Order 010T with the full SSBC. These changes were reviewed and approved by the Change Order Subcommittee on 12/07/2021. Link to Change Order 012 and Transfer Change Order 010T: [2021.12.21 SSBC Meeting Change Orders](#)

#### **Proposed Owner Changes for SSBC Review on 12/21/2021:**

- CR076 - RFP-013\_ACM\_Exterior\_Soffits\_ILO\_DAFS = \$99,35
- CR078 – Casework VE = (\$32,889)
- CR094 - RFI-336 Added Hi Abuse GWB Locations = \$14,401
- CR095 - RFI-323 Chem Storage Piping = \$14,125
- CR098 - RFI-355 Clearwater Waste Receptor = \$4,512

- CR103 - RFI-314 Emergency Shower Fixtures = \$43,649
- CR105 - Marois T&M PV E&B per RFP-011 = \$4,419
- **Total Proposed Change Orders for Review = \$147,568**

**MOTION: Chair motioned to approve** Change Order 012 in the amount of \$147,568. Mr. Richards seconded. Unanimously approved 10-0-0. (Mr. Rice was not present.)

**Proposed Transfer Changes for SSBC Review on 12/21/2021:**

- CT020 - Rooftop Unit Blocking Not Shown on Drawings
- CT022 - Gravel Ramp at Auditorium for Access
- CT023 - Repair Broken UG Plumbing Lines
- HT036 - Auditorium Working Platform Transfer
- HT037 - Trade Support Transfer #002

**MOTION: Chair motioned to approve** Transfer Change Order 010T for \$0. Mr. Richards seconded. Unanimously approved 10-0-0. (Mr. Rice was not present.)

Cumulative total of owner's contingency is in excess of \$17 million. Big unknowns of future are upgrading the WWTP and any unforeseen issues that arise from the demolition of the old school But, Chair expressed contingency is substantial, which is why they are doing things that were value engineered out when the budget impact was not known. Mr. Blessen has been asked for add-ins that would benefit the school and the educational budget.

**C. LIBRARY** -- 8:15 PM

**Invoice Sharon Library Project** for review and approval at the December 21, 2021 SSBC meeting are as follows:

Design Techniques, Inc. Invoice 21902.30 for \$616.25 and Invoice 21902.29 for \$3,053.75 both dated December 9, 2021. Work preparing for litigation for the land court.

**Motion** by Chair to approve Design Techniques, Inc. Invoice 21902.30 for \$616.25 and Invoice 21902.29 for \$3,053.75 both dated December 9, 2021, totaling \$3,670. Seconded by Ms. Winthrop. Unanimously approved 10-0-0 (Mr. Rice not present.)

**1. Library Project -- OPM**

SSBC notice that as of August 31, 2022, Design Technique, Inc. will be **terminating our Owner's Project Manager contract for convenience** with the anticipated closure of the firm in September of 2022 and the continued legal issues that the project is experiencing, terminating our services as of this date is in the best interest of all parties involved. At the SSBC's discretion, a mutually agreed upon date for an earlier termination is an option. During this period of transition, the staff of Design Technique will be available for consultation through the August 31st end date and will continue to do so at the current hourly rate until January 31, 2022, at which time they will submit a formal change to modify their hourly billing rates.

Deb Anderson Advised that SSBC can enter into conversations with Joe Sullivan of CHA. Timeline not available while appeals are happening. Chair expects to get dates for court proceedings in the next few weeks.

**2. ZBA, Library Trustees, and SSBC**



All are on same side now that variance granted by ZBA. Gelerman will continue to represent the ZBA in the effort to uphold the granting of the variances. SSBC is the applicant before the ZBA and SSBC is the defendant in the appeals brought by the Freemans and the Baldwins. So seems SSBC is responsible for paying litigation costs incurred as a result of the work of Brian Winner in defending the building committee, estimated to be less than \$25k.

Ms. Weinstein noted Mr. Winner will be the lead attorney, and that the project proponent usually pays for defense legal costs, but that is not the SSBC here. Mr. Gelerman's fees should be less as he is not the lead attorney. Mr. Weinstein noted that the LT legal budget reserve funds may be needed but if SSBC budget it would come from the project cost and the additional money requested at Town Meeting. The cost will likely be a miniscule amount of anticipated project ask at town meeting.

MOTION: Chair motioned for authorization to inform Mr. Winner that his firm can bill the SSBC for legal costs for the two appeals that have been filed with the land court. Ms. Benjamin seconded Approved 9-0-1 (Mr. Thibault abstain. Mr. Rice not present.)

Mr. Smith asked if there was precedent for voting funds that have not yet been approved by town meeting? No, this is a case of first impression per Chair. Chair takes position that the enabling article which gives to building committee responsibility for all aspects of the job from design to close out includes virtually anything that occurs once it falls into SSBC's lap. Reserve fund or additional library appropriation comes out of same taxes that we all pay. Mr. Smith wondered if visual is different if it is done through SSBC rather than the library trustees reserve fund. Mr. Benjamin suggests taking the funds from the legal portion of the budget. Ms. Weinstein thought that if you are going to ask for \$1.325 million or \$1.350 million it doesn't make that much of a difference. Chair will try to indicate how these additional legal costs came to SSBC if it comes to floor at Town Meeting.

Mr. Gladstone suggested asking the fee for CHA to review the plans before estimation process, but on hold due to litigation. Think about what to do if appeals are denied and the project can move forward. Not known if the appeals will be decided before May 2 though.

In order to hit the ground running should the appeals be denied, it may make sense to enter into fee structure agreements with CHA which would include them doing a current estimate and current review of the plans. Mr. Gladstone will get in touch with CHA and start more formal discussion to have something to report back in two weeks. Ms. Weinstein agreed and hoped by mid-January to have date with judge. Chair will put a place holder with town meeting. Can start discussions about fee and process and all those things whether there is a timeline or not.

#### **4. TOPICS THE CHAIR WOULD LIKE TO DISCUSS NOT KNOWN 48 HOURS IN ADVANCE**

**ADJOURNMENT:** Through unanimous consent the meeting ended at 8:45 pm.

These minutes were approved at the SSBC meeting on 01/18/22.