

Sharon Standing Building Committee  
Zoom Meeting Minutes  
January 18, 2022

**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
Joseph Scozzaro – HS Principal	Chris Carroll – PMA – HS
Tony Kopacz – SPS – HS	Chris Sharkey – Tappe – HS
	Kristy Lyons – Consigli – HS
Emily Burke – SHS, SBC	Chris Blessen – Tappe – HS - Present
Peter Botelho -- Superintendent	Tim Ericson – Consigli – HS
Carolyn Weeks –LBC - Present	Chandler Rudert – Consigli –HS - Present
Cheryl Weinstein – Library - Present	Kyle Raposo – Consigli – HS
LeeAnn Amend – Library - Present	Christian Riordan – Consigli – HS
Jim Devellis – develliszrein - Library	Ryan O'Neil – Consigli
Jeff Porter – LLB – Library	
<del>Michael Stickney</del> 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

**A. ADMINISTRATION**

The Chair read script from Town Administrators Office regarding the remote meeting. The meeting opened at 6:37 PM.

**Meeting Minutes:**

The following amended SSBC minutes of **December 21, 2021** were presented for approval by roll call.

**MOTION:** To approve the SSBC minutes of **December 21, 2021** SSBC meeting. Seconded by Mr. Thibault. Unanimously approved 10-0-0 (Ms. Benjamin not present).

The following SSBC minutes of **January 4, 2022**, were presented for approval by roll call.

**MOTION:** To approve the SSBC minutes of **December 21, 2021 and January 4, 2022**, SSBC meeting. Seconded by Mr. Thibault. Unanimously approved 10-0-0 (Benjamin not present.)

**Invoices:**

Attached find two of the three December 2021 invoices, along with the monthly invoices. To allow PMA/Tappe adequate time to review Consigli's Pencil Req. 023 for December 2021, the project is pushing submission of this Consigli Req. 023 for December until the 2.1.2022 SSBC Meeting.

6:40 PM -- Ms. Benjamin joined the meeting in progress.

**Invoices for review and approval at the 1.18.2022 SSBC meeting for the Sharon HS project are as follows:**

- **Tappe Architects, Inc. 211203 totaling \$167,708.33 dated 12.31.2021 for December 2021.** This invoice includes:
  - \$167,708.33 for the period of December 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 04200.00-44 totaling \$121,172.40 dated 1.10.2022 for December 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 \$26,569.40:
    - Intertek Inv. 335972 dated 12.29.2021: \$3,025 and Inv. 337167 dated 12.15.2021: \$3,025: Building Envelope Testing in December 2021.
    - UTS of Massachusetts Inv. 96894-1 dated 11.12.2021: \$11,572.00 and Inv. 97405 dated 12.10.2021: \$8,947.40: Required 3<sup>rd</sup> party construction testing services for parts of October, November and December 2021.

**MOTION to approve** Tappe Architects, Inc. 211203 totaling \$167,708.33 dated 12.31.2021 and PMA invoice 04200.00-44 totaling \$121,172.40 dated 1.10.2022 for a total amount of \$288,880.73. **Seconded by Mr. Rice. Unanimously approved 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. **Contingency Usage for Premium Time**
  - a. The project team wants to review the anticipated use of CM Contingency to cover premium time costs for Saturday work.
4. **Change Order Review and Approval**
  - a. Change Order 013 and Transfer Change Order 011T are up for approval by the full SSBC. These changes were reviewed and approved by the change order subcommittee on 1/4/2022.
  - b. Link to Changes: [2022.01.18 Changes 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	\$454,923	(CO 1-12) (0.37%)
g) Current GMP Amount	\$121,999,562	

**2) Change Orders Not Approved**

a) Tentatively Approved	\$91,251	(Recommended by SSBC Change Com.)
b) Submitted Changes	\$484,120	(Under review by the Team)
c) Potential Changes	\$596,152	(Not yet submitted)
d) Total Not Approved	\$1,080,272	(sum of b & c)
e) Total Potential Changes (incl. tent. approved)	\$1,171,523	(sum of a, b & c; 0.96% 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	\$230,091	
ii) Tentatively Approved	\$7,200	(Approved by the Team)
iii) Pending	\$286,655	(Potential & Submitted)
iv) Total Transfers	\$523,946	(25% of Starting Amount)
e) Current Anticipated Balance	\$2,100,064	(100% 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	\$350,409	
ii) Tentatively Approved	\$9,362	(Approved by the Team)
iii) Pending	\$94,750	(Potential & Submitted)
iv) Total Transfers	\$454,521	(22% of Starting Amount)
j) Current Anticipated Balance	\$3,363,037	(78% Remaining)

**5) Requisitions (thru Pencil Requisition #23 for December 2021)**

a) Total Completed to Date	\$51,556,407	(42.31%)
b) Retainage Withheld	\$2,554,521	(-)
c) Total Due to Date	\$49,001,886	
d) Total Paid to Date	\$43,255,331	
e) Total Current Payment Request	\$5,746,555	(Pencil Req #23)

**6) Schedule**

- i) Athletic Field: Sod going dormant and maintenance continuing in Spring.
- ii) Concrete
  - a) No work this period

- iii) Masonry
  - a) Installation ongoing on B & A Courtyard
  - b) Currently erecting scaffolding at G & A North for final façade components.
- iv) Drywall/Rough Carpentry
  - a) Hanging in drywall E1, starting F1 end of the week.
  - b) Taping ongoing in C & D
  - c) Spray foam installation ongoing in A & B as well as interior wall framing in the auditorium.
- v) Roofing
  - a) Green roof facing football field completing this week. Low maintenance plants used on roof in areas with key views so people aren't staring out into roofscapes. Require annual maintenance and some weeding. Can be tied into science curriculum.
  - b) Picking away at canopies and concrete decked roofs as weather allows
- vi) Waterproofing
  - a) AVB installation ongoing north side F & G
- vii) Windows/Storefront/Curtainwall/Skylights
  - a) Large skylight framing installation is ongoing, framing to complete this week pending weather. All other skylights are installed.
- viii) Misc Metals
  - a) Stair 5 installation ongoing
- ix) Interiors/Finishes
  - a) Painting
    - (a) Painting prime & 1<sup>st</sup> coat at C1 & C2
  - b) Tile
    - (a) Bathroom Tile & Wall Tile ongoing in C1 & C2
  - c) Polished Concrete
    - (a) Polishing on G2, working counterclockwise around 2<sup>nd</sup> floor corridors
  - d) Ceilings
    - (a) K&K mobilized last week to start installing grid in C Building
- x) Electrical
  - a) In wall rough finishing in F1 – inspection tomorrow
  - b) In wall rough continues in G1 & G2
  - c) Overhead rough ongoing at hard ceiling areas
  - d) Overhead rough ongoing in Gym
  - e) Tel/Data (Low Voltage) crew onsite pulling cable in C, D & E
- xi) Plumbing
  - a) Finalizing in wall rough in G1 & G2
  - b) Tying in roof drains for canopies as made available by roofer
  - c) A Building Science room rough continues.
- xii) Fire Protection
  - a) Installation ongoing in B Building
  - b) Head drops in hard ceilings to start next week
- xiii) HVAC/Mechanical
  - a) Mechanical piping install ongoing in A & G2
  - b) Sheetmetal rough ongoing G1, G2 & Auditorium, pretty much all over installing ductwork.
  - c) All major equipment curbs are installed, coordinating unit install.
- xiv) Sitework
  - a) Demobilized due to weather.
- xv) Miscellaneous
  - a) None

## 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	

Currently showing “on schedule” but with loss of crews due to Covid and weather issues, Mr. Rudert reported they are starting to lose some time. So, Consigli and PMA are starting to selectively work with trade contractors to identify appropriate needs for premium time to ensure 6/29/22 completion date. Chair said that he questioned both CC and PMA regarding who is ultimately responsible for cost of the premium time if a trade is behind? Need to properly determine who or what is responsible for the need of premium time in a particular trade to decide whether funds come from CM contingency (which is really the owner’s contingency) or from the subcontractor. Mr. Rudert said contingency agreements typically include a manpower commitment or a completion commitment for a certain milestone or completion of certain section of the building. Details worked out on a subcontractor by subcontractor basis. Mr. Rudert said he was impressed by subcontractors willingness to work on their own dime previously during this project.

## 8) Items to Review

- a) Change Orders 013 & 011T

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

10) Project Photos shared.

## Change Order Review and Approval

**Dark Room Sink** CR-129 temperature control valve on sink requested from Superintendent’s office. Part of the course is developing film per Ms. Burke. This need came to light with from new teacher on staff per Mr. Blessen.

**MOTION:** Chair motioned to approve CR-129 for \$5,565. Seconded by Ms. Winthrop. Unanimously approved 11-0-0.

**Change Order 013** are up for approval by the full SSBC. These changes were reviewed and approved by the change order subcommittee on 1/4/2022. Mr. Smith requested confirmation that Mr. Blessen is architecturally reviewing the stair rail changes. Tappe has reviewed. CR-64 has extra engineering for the subcontractor, but Mr. Blessen said they have been guiding change the whole way thru.

### **Proposed Owner Change Requests for SSBC Approval on 1/18/2022:**

- CR027 – RFI-116 Added Center Handrail = \$30,209
- CR049 – RFP-005 Poke Thrus & Floor Box Location Revisions = \$20,284
- CR062 - RFI-240 Bathroom GFCI Receptacles= \$3,903
- CR064 – Revised Stair Design = \$32,457
- CR083 - RFI-326 New Drain Body at Track Perimeter Drain = \$1,412
- CR106 - RFI-388 Missing Power in 1405A & 2503 = \$2,986
- Total Proposed Change Orders for Review = \$91,251

### **Transfer Change Orders for SSBC Approval on 1/18/2022:**

- AT020 - Oversized Sign Footing Removal
- AT021\_Excavation\_& Removal\_of\_Unforseen\_Transite\_Pipe
- CT013\_Press\_Box\_&\_Bleacher\_Material\_Increase

**MOTION:** Chair motioned to approve Change Order 013 in the amount of \$91,251. Seconded by Ms. Winthrop. Unanimously approved 11-0-0.

**Transfer Change Order 011T**

**MOTION:** Chair motioned to approve Transfer Change Order 011T. Seconded by Ms. Winthrop. Unanimously approved 11-0-0.

Chair commended Consigli for recognizing that if needed the time to use the contingency is now, not later.

**C. LIBRARY PROJECT**

Can't do any planning until court schedule becomes available. Meeting between land court and attorneys is Feb 1, 2022, but link not currently available.

LLB Architects submitting more detailed accounting of expenses.

No new conversations with CHA.

**ADJOURNMENT:** Through unanimous consent the meeting ended at 7:43 pm.