Sharon Standing Building Committee

Meeting Minutes

February 15, 2022

# SSBC Members

|  |  |  |
| --- | --- | --- |
| Gordon Gladstone, Chair -present | Marty Richards -present | Colleen Tuck -present |
| Deb Benjamin, Vice Chair-pres 6:40pm | Richard Slater -present | Sara Winthrop -present |
| Matt Grosshandler -present | Steve Smith -present |  |
| Rick Rice -present | Roger Thibault |  |

**SBC Attendees and Others**

|  |  |
| --- | --- |
| Julie Rowe – SBC – HS present 7:30 PM | Kevin Nigro – PMA – HS |
| Avi Shemtov – SBC – HS | Matt Gulino – PMA – HS -present |
| Meg Dussault - SBC | Chris Jankun – PMA -present |
| Joseph Scozzaro – HS Principal | Chris Carroll – PMA – HS |
| Tony Kopacz – SPS – HS  -present | Chris Sharkey – Tappe – HS |
| Timothy Chouinard - DPW-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 -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 ONeil – Consigli -present |
| Jeff Porter – LLB – Library - present | Joe Sullivan CHA - Present |
| Andrew Farrer – SPS -present | John Sayre-Scibona – Design Technique – Library -present |
| Drayton Fair – LLB – Library -present | Kevin Monkiewitz – Design Technique – Library |
| Richard Gelerman – Town Counsel | Brian Winner – Library Trustees Counsel - present |

Doug Faria, Tappe Technology - present

**A. ADMINISTRATION**

1. **The Chair read script from Town Administrators Office regarding the remote meeting.** The meeting opened at 6:35 pm with a **roll call** of members in attendance. All SSBC members except Benjamin and Thibault were present.
2. **Executive Session**

**MOTION:** Chair move to go into **Executive Session** regarding litigation on the Library Project. Chair declared that holding an open meeting on this matter will have a detrimental effect on the litigation position of the committee. Seconded by Ms. Winthrop. Unanimously approved 9-0-0. (SSBC members and Cheryl Weinstein aye. Benjamin and Thibault not present).

**7:30 PM** SSBC meeting resumed the regular open session with a roll call of members. Ms. Rowe joined the meeting. Mr. Thibault was not present but all other SSBC members were.

**MOTION: Cheryl Weinstein motioned** to authorize the architect, LLB, to instruct as consultant, Devillis, to go forward and perfect the site plans, that SSBC authorize Gordon Gladstone to enter into an agreement with CHA currently in the amount of $9k which represents $2,000 for spec review and $7,000 for a drawing review in order to prepare us to solicit bids which will form the basis for the budget to be requested at the next available town meeting, and allow LLB to proceed into the bid phase of their contract. Seconded by Mr. Rice. 10-0-0 (SSBC members and Weinstein aye. Mr. Thibault not present.)

1. **Meeting Minutes**: The following SSBC minutes of **February 1, 2022,** were presented for approval by roll call.

**MOTION:** To approve the SSBC minutes of **February 1, 2022,** SSBC meeting. Seconded by Ms. Winthrop. Approved 10-0-0. (SSBC members and Ms. Rowe, except Mr. Thibault not present.)

# B. HIGH SCHOOL PROJECT

# CM Report

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

# Schedule

# See attached 4WLA for latest schedule update

# Contingency Usage for Premium Time

# Projections completed and will have update for committee later in meeting tonight

# FF&E and Technology Update

# Tappe and their consultants to review latest FF&E and Technology procurement updates. The team is seeking to approved the next portion of the technology equipment to be released. Mr. Blessen and Mr. Faria present for this conversation.

# Tree Clearing Notice

# During the upcoming 2022 February vacation, Consigli will begin the tree clearing process around the perimeter of the site. The project team has posted a notification to the project website and Mr. Gulino and Mr. Rudert intend to contact the abutters directly to relay information regarding this process as it will be closer to their property lines. Warner Larson has been on site and marked trees that are coming down per Mr. Gulino.

# Comm-tract Contract

* 1. Comm-tract is providing the fiber work for the new Sharon high school. Their proposal and contract for the SHS project is attached for review.

# Facilities Equipment

# Tony Kopacz to review facilities equipment request for the new school.

# Owner Change Order 014 and Transfer Change Order 012T

# Change Order 014 and Transfer Change Order 012T are up for the SSBC’s review and approval. These were previously reviewed and approved by the Change Order Subcommittee on 2/1/2022. See PMA summary page.

**CM Project Updates:**

1. **GMP Summary**
   1. Preconstruction Amount $431,885
   2. GMP Amendment #1 Amount $5,759,799
   3. GMP Amendment #2 Amount $16,835,409
   4. GMP Amendment #3 Amount (Pending) $98,517,546
   5. Total GMP Amount $121,544,639
   6. Approved Change Orders $546,174 *(CO 1-13) (0.45%)*
   7. Current GMP Amount $122,090,813
2. **Change Orders Not Approved**
   1. Tentatively Approved $414,251 *(Recommended by SSBC Change Com.)*
   2. Submitted Changes $96,796 *(Under review by the Team)*
   3. Potential Changes $553,491 *(Not yet submitted)*
   4. Total Not Approved $650,287 *(sum of b & c)*
   5. Total Potential Changes *(incl. tent. approved)* $1,064,538 *(sum of a, b & c; 0.87% of GMP)*
3. **CM Contingency**
   1. Beginning Amount $2,099,210
   2. Amount from Savings from Buyout $524,800 (Max. Per Contract)
   3. Current Amount $2,624,010
   4. Requests Against Contingency
      1. Approved $237,291
      2. Tentatively Approved $135,521 *(Approved by the Team)*
      3. Pending $222,668 *(Potential & Submitted)*
      4. Total Transfers $595,480 *(28% of Starting Amount)*
   5. Current Anticipated Balance $2,028,530 *(96% Remaining)*
4. **Allowances**
   1. Beginning Amount $2,040,000
   2. Amount from Savings from Buyout $1,777,558 (Remaining Buy Savings)
   3. Current Amount $3,817,558
   4. Requests Against Contingency
      1. Approved $359,771
      2. Tentatively Approved $8,404 *(Approved by the Team)*
      3. Pending $128,524 *(Potential & Submitted)*
      4. Total Transfers $496,699 *(24% of Starting Amount)*
   5. Current Anticipated Balance $3,320,859 *(162% Remaining)*
5. **Requisitions** *(thru Pencil Req #24 for January 2022)*
   1. Total Completed to Date $56,953,775 *(46.65%)*
   2. Retainage Withheld $2,824,390 *(-)*
   3. Total Due to Date $54,129,385
   4. Total Paid to Date $48,761,502
   5. Total Current Payment Request $5,367,882 *(Pencil Req #24)*
6. **Schedule**
   * 1. Athletic Field: Helical Pile As-Built work ongoing
     2. Masonry
        1. Still working on north façade, due to weather concerns work has been choppy
        2. Mobilizing to complete Athletic Facility masonry next week pending north façade completion
     3. Drywall/Rough Carpentry
        1. Hanging in drywall in G2
        2. Taping ongoing in G1, Gym & E1/Kitchen
        3. Framing ongoing in Auditorium
     4. Roofing
        1. Onsite working penetrations and flashing as needed.
     5. Misc Metals
        1. Fabrication ongoing, railings deliveries being coordinated on day to day basis.
     6. Waterproofing
        1. AVB detailing at curtainwall heads ongoing
        2. Currently installing AVB on underside of canopies now that roofing is complete
     7. Windows/Storefront/Curtainwall/Skylights
        1. Curtainwall installation to commence this week at classroom wings
        2. In-place peerless mockup window installed at masonry
        3. Marvin windows scheduled for delivery this week
     8. Interiors/Finishes
        1. Painting
           1. Finishing up E1, painting in F Building including gym/community ed
        2. Tile
           1. Finishing up in C Building, should have D building completed next week
           2. Transitioning into E & F pending completion of taping
        3. Polished Concrete
           1. Polishing complete on 2nd Floor mobilizing to first floor B Building
        4. Ceilings
           1. K&K mobilized into D2 & E1
        5. NE Decks & Floors
           1. Epoxy floor installation ongoing in D1 & D2
     9. Electrical
        1. In wall rough ongoing in Building A1 & A2
        2. Tel/data Rough ongoing throughout F, G & A
        3. First light fixture delivery received, inventory ongoing, installation to follow
     10. Plumbing
         1. B Building acid, sanitary and water rough ongoing
     11. Fire Protection
         1. Mainly done with rough, circling back to hit mechanical rooms, water testing & dry systems.
     12. HVAC/Mechanical
         1. Mechanical piping install ongoing in A1 & B2
         2. Sheetmetal rough ongoing Auditorium, Gym, G2 & A2
         3. All major equipment curbs are installed, coordinating unit install has begun (G&A Complete, awaiting crane date for CDB)
         4. Controls rough ongoing throughout
     13. Sitework
         1. Demobilized due to weather
     14. Miscellaneous
         1. 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 -18 0

Substantial Completion 6/29/2022 7/18/2022 -20 0

1. **Items to Review**
   1. Change Orders 014 & 012T
2. **Project Meetings** are held each Tuesday at 2pm via Microsoft Teams
3. Project Photos – see separate file

Projected-funded Premium Time Projection and Sub Contractor Funded Premium Time chart shown by Mr. Rudert. Cost for the project and expected expenditures change daily. They will track actuals against the projections

**Discussion regarding FFE and Technology**

Mr. Faria working with Mr. Farrer and Ms. Burke to identify classroom and specialized technology that will be required. Classroom Projectors are secured and June/July timeframe for delivery. For approval tonight are: HubTech Network Servers quote $76,388.87; Partner’s Technology on all facilities in town and they are providing SHS project’s VoIP Hardware for $127,540.87 -- doesn’t reflect potential savings of approximately $8,000 if PO executed by February 28, 2022. 65” A/V ClearTouch Single A/V input $91,960; 65” ClearTouch dual A/V inputs $84,332; and 85” ClearTouch portable $13,704. Total expenditure on A/V equipment $544,639. Total package $1.980,000. Mr. Faria confident will be under the $2.250,000 budget. This has been vetted with Mr. Farrer and Ms. Burke per Mr. Faria.

MOTION:to authorize Chair to sign three proposed purchase orders for HubTech, Partners Tech, and Pro A/v in amounts indicated on shown schedule. Ms. Benjamin second. Unanimously approved 10-0-0 (Mr. Thibault not present).

**Tree Clearing**

Having conversation with the abutters tomorrow. Forest and grounds has been involved. Information has been posted on the project website. Gate D is access to Ames Street for emergency access to site. Abutter closest to this egress understands and accepts the tree clearing close to their property. This is for the tennis court and the egress will only be used while there is construction going on here.

**Comm-Tract contract** for new fiber services for the school has been reviewed by project team and also by Mr. Farrer to confirm everything needed for the new school including the Sharon TV services are included. Chair read comment from Mr. Farrer expressing his confidence that fiber network is good for current and future needs.

**MOTION** Chair motioned to authorize the Chair to sign a contract for Comm-Tract in the amount of $45,217.79. Seconded by Ms. Winthrop. Unanimously approved 10-0-0. (Mr. Thibault not present.)

# Change Order 014 and Transfer Change Order 012T are up for the SSBC’s review and approval. These were previously reviewed and approved by the Change Order Subcommittee on 2/1/2022.

# Owner Change Order #014

# CR051 RFP-008 Electrical Conduit Revisions $71,043.00

# CR061 RFI-148 Gas Shutoff at Science Rooms $-9,834.00

# CR074 Helical Piles for Press Box $89,105.00

# CR077 RFP-014 Added Wall Tile $201,441.00

# CR081 Scoreboard Upgrades $15,093.00

# CR084 RFI-345 Flat Screen Power $20,023.00

# CR087 RFI-343 Auditorium Finish Clarifications $-2,711.00

# CR096 RFI-346 Added Ext Fixture Bldg A $2,040.00

# CR111 RFI-398 Acoustical Wall Panels $8,181.00

# CR122 RFI-386 Auditorium Exit Signs $4,078.00

# CR123 RFI-391 Added Stair Lighting $3,911.00

# CR125 Removal of Drainage System $11,881.00

# Total $414,251.00

**MOTION:** Chair moved to approve the Chair signing Change order 014 totaling $414,251. Ms. Tuck seconded. Unanimously approved 10-0-0 (Mr. Thibault not present).

**Transfer Change Order #012T**

AT022 RFI-421 Additional Blocking Required at Locker Bases $0.00

CT015 RFI-229 Door & Hardware Clarification $0.00

CT026 Recessed Walk-Off Mats $0.00

HT039 Trade Support Transfer #003 $0.00

**Total $0.00**

**MOTION:** Chair moved to approve the Chair signing Transfer Change order 012T totaling $414,251. Ms. Winthrop seconded. Unanimously approved 10-0-0 (Mr. Thibault not present).

**Facilities Management**

Mr. Kopacz is reviewing equipment request and will follow up at a future meeting.

**Release of Retainage**

Mr. Gulino noted that Super Metal is looking for some release of retainage. Consigli is confirming that there are no more change orders for them. As long as they have agreed that the $150,000 they were looking for they are no longer looking for the Chair has no problem releasing half of their retainage. Mr. Rudert said before releasing final retainage it will come with a certified agreement on final contract price. They have another $30,000 to finish up. This release of $180,000 would be 50%. They have reached 99% completion of scope of their work and submitted a certified request of release of retainage. Mr. Rudert will have counsel weigh in if that helps. Chair agreed with this follow-up.

**Introduction:**

Timothy Chouinard, Facilities Supervisor, joined meeting. Mr. Gladstone welcomed him.

# C. LIBRARY PROJECT

# Mr. Gladstone informed SSBC members that he received documents needed as precursor to paying the deVillisZrein (LLB Architects) $9,000 invoice. Committee already approved for Chair to sign it.

**ADJOURNMENT:** Through unanimous consent the meeting ended at 8:50 pm.

Minutes approved at the 03-01-2022 SSBC meeting.