

Sharon Standing Building Committee
Zoom Meeting Minutes
June 21, 2022

SSBC Members

Gordon Gladstone, Chair -present	Marty Richards -present	Colleen Tuck -present
Deb Benjamin, Vice Chair	Richard Slater	Sara Winthrop -present
Matt Grosshandler –present til 6:45PM	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 -present
Joseph Scozzaro – HS Principal	Chris Carroll – PMA
Tony Kopacz – SPS – HS -present	Eric Lowther – PMA
Timothy Chouinard - DPW	Chris Sharkey – Tappe – HS
Emily Burke – SHS, SBC	Chris Blessen – Tappe – HS -present
Peter Botelho -- Superintendent	Tim Ericson – Consigli – HS
Carolyn Weeks –LBC	Chandler Rudert – Consigli –HS -present
Cheryl Weinstein – Library	Kyle Raposo – Consigli – HS
LeeAnn Amend – Library	Mike Winters – Consigli – HS
Jim Devellis – devellisrein - Library	Ryan O'Neil – Consigli-present
Jeff Porter – LLB – Library	Kristy Lyons – Consigli – HS
Drayton Fair – LLB – Library	John Sayre-Scibona – Design Technique – Library
Eric Hooper - DPW	Kevin Monkiewicz – Design Technique – Library
Ryan Trahan – DPW Consultant	

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

A. ADMINISTRATION

1. Meeting Minutes

The following SSBC minutes of **May 24, 2022, and June 7, 2022**, were presented for approval by roll.

MOTION: Chair moved to approve **the SSBC minutes of May 24, 2022** with two corrections 1) adding Tappe Architects, Inc. invoice 220404 to the invoices included in the detailed listing of approval of invoices and 2) adding “not to exceed \$40,000” to the packing and unpacking reimbursement to teachers motion. Seconded by Rice. Approved 8-0-1 (Aye: Rice, Gladstone, Rowe, Tuck, Richards, Smith, Thibault, Grosshandler; Abstain: Winthrop).

MOTION: Chair moved to approve the **SSBC minutes of June 7, 2022**. Seconded by Rice. Unanimously approved 9-0-0 (Rice, Gladstone, Rowe, Tuck, Richards, Smith, Thibault, Grosshandler; Winthrop).

2. Invoices

IT Vendor Invoices:

- **Apple, Inc. Invoices:**
 - Billing against Order # 2211003775:
 - Invoice AJ01733406 dated 5.21.2022 totaling \$115,581.00
 - Invoice AJ01999210 dated 5.23.2022 totaling \$1,959.00
 - Invoice AJ01999211 dated 5.23.2022 totaling \$1,959.00
 - Invoice AJ02533904 dated 5.27.2022 totaling \$39,180.00
 - Invoice AJ02930456 dated 5.27.2022 totaling \$45,725.00
 - Invoice AJ02937885 dated 5.27.2022 totaling \$3,918.00
 - Invoice AJ02937886 dated 5.27.2022 totaling \$21,549.00
- **Partners Technology:** Invoice S92035 dated 5.18.2022 totaling \$89,157.04. Billing against Order PO SHS-003.
- **ProAV Systems, Inc.:** Invoice 38756 dated 6.14.2022 totaling \$14,152.40. Billing against Order #SF021622

MOTION: Mr. Gladstone moved conditional approval to the following invoices including: Apple Invoice AJ01733406 dated 5.21.2022 totaling \$115,581.00, Invoice AJ01999210 dated 5.23.2022 totaling \$1,959.00, Invoice AJ01999211 dated 5.23.2022 totaling \$1,959.00, Invoice AJ02533904 dated 5.27.2022 totaling \$39,180.00, Invoice AJ02930456 dated 5.27.2022 totaling \$45,725.00, Invoice AJ02937885 dated 5.27.2022 totaling \$3,918.00, Invoice AJ02937886 dated 5.27.2022 totaling \$21,549.00, and also Partners Technology Invoice S92035 dated 5.18.2022 totaling \$89,157.04 and ProAV Systems, Inc.: Invoice 38756 dated 6.14.2022 totaling \$14,152.40 subject to the Chair receiving satisfactory evidence that all Apple products have been received. Seconded by Rice. Unanimously approved 9-0-0 (Rice, Gladstone, Rowe, Tuck, Richards, Smith, Thibault, Grosshandler; Winthrop).

HIGH SCHOOL PROJECT INVOICES:

Invoices for review and approval at the 6.21.2022 SSBC meeting for the Sharon HS project are as follows: **(SPECIAL NOTE: There is NO Consigli Req. 028 for May 2022 being submitted for review/approval at the 6.21.2022 SSBC Meeting. That will be finalized and ready for committee review/approval at the 7.05.2022 SSBC Meeting.)**

- **Tappe Architects, Inc. 220504 totaling \$167,708.33 dated 5.31.2022 for May 2022.** This invoice includes the following:
 - \$167,708.33 for the period of May 2022: 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 04200.00-49 totaling \$101,335.00 dated 6.13.2022 for the period of May 2022.** 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 \$6,732.00:
 - Intertek (Architectural Testing Inc) Inv. 346560 dated 6.07.2022: \$4,950.00 : Building Envelope Testing on May 11, 2022.
 - UTS of Massachusetts Inv. 99424 dated 4.29.2022: \$1,315.60 : Required 3rd party construction testing services for April 2022.

- UTS of Massachusetts Inv. 99866 dated 5.27.2022: \$466.40 : Required 3rd party construction testing services for May 2022.

MOTION: Chair moved to approve Tappe Architects, Inc. 220504 totaling \$167,708.33 dated 5.31.2022 for May 2022 and PMA invoice 04200.00-49 totaling \$101,335.00 dated 6.13.2022 for the period of May 2022. Seconded by Ms. Tuck. Unanimously approved 9-0-0. Seconded by Rice. Unanimously approved 9-0-0 (Rice, Gladstone, Rowe, Tuck, Richards, Smith, Thibault, Grosshandler; Winthrop).

For the record, PMA is now only approximately \$100,000 ahead of billing.

B. HIGH SCHOOL PROJECT

- **CM Report**
 - Project team to discuss latest CM Report including procurement update, latest change orders and overall GMP status.
 - CCC to update SSBC on CCD-021
- **Schedule**
 - See attached 4WLA for latest schedule update.
 - Consigli to provide update on the wood window installation.
 - Donated sign update
- **Community Ed FF&E items** Chris Blessen explained that per committee's request to provided FF&E to Community Ed area, there are three quotes. And then, a fourth quote regarding the dark room. Requests include stool for \$287, misc. office furniture for \$34, 900, and tables and chairs and a custom-made reception desk for \$60,000. Total is about \$90,000 for complete fit out for furniture for Community Ed.

Dark Room Enlargers were added to project at a cost of \$16,399.80 because the dark room is a new room for the school.

Mr. Blessen explained that they had option of buying off the state list or putting out to bid. They did not put out to bid. These are suppliers who are already on the project. They have to put it out to everyone or buy off the bid list so not able to negotiate.

The \$60K desk is like a library circulation desk. This is needed because Community Ed has people coming in and out to pay for programming and also to join programming. This station is very public facing greeter space. It's custom-built product. Custom built is not that much more expensive than off the shelf.

Matt Grosshandler left the meeting to attend to another matter.

MOTION: By Chair to approve \$111,965.18 of which \$95,565.38 was to outfit the Community Ed. and \$16,399.80 for purchase of 20 Dark Room enlargers. Seconded by Sara Winthrop. Unanimously approved 8-0-0 (Rice, Gladstone, Rowe, Tuck, Richards, Smith, Thibault, Winthrop. Mr. Grosshandler exited the meeting prior to the vote).

Schedule

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	\$1,496,955	(CO 1-17) (1.23%)
g) Current GMP Amount	\$122,701,981	

2) Change Orders Not Approved

a) Tentatively Approved	\$13,946	(Recommended by SSBC Change Com.)
b) Submitted Changes	\$221,640	(Under review by the Team)
c) Potential Changes	\$266,619	(Not yet submitted)
d) Total Not Approved	\$488,259	(sum of b & c)
e) Total Potential Changes (incl. tent. approved)	\$502,205	(sum of a, b & c; 0.41% 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	\$822,094	
ii) Tentatively Approved	\$0	(Approved by the Team)
iii) Pending	\$87,024	(Potential & Submitted)
iv) Total Transfers	\$909,118	(42% of Starting Amount)
e) Current Anticipated Balance	\$1,714,892	(82% Remaining)

4) Allowances

f) Beginning Amount	\$2,040,000	
g) Amount from Savings from Buyout	\$1,573,446	(Note \$204,112 to Temp Gen Allowance)
h) Current Amount	\$3,613,446	
i) Requests Against Contingency		
i) Approved	\$418,513	
ii) Tentatively Approved	\$0	(Approved by the Team)
iii) Pending	\$54,078	(Potential & Submitted)
iv) Total Transfers	\$472,591	(23% of Starting Amount)
j) Current Anticipated Balance	\$3,140,855	(154% Remaining)

5) Requisitions (thru Pencil Req #28 for May 2022)

a) Total Completed to Date	\$86,580,179	(70.37%)
b) Retainage Withheld	\$4,124,345	(-)
c) Total Due to Date	\$82,455,834	
d) Total Paid to Date	\$76,143,617	
e) Total Current Payment Request	\$6,312,217	(Pencil Req #28)

6) Schedule

i) Utilities & Sitework

- a) Eversource was onsite Monday pulling underground – supposed to be onsite next week at some point to finish installation, unclear if meter is part of this installation
- b) Binder coat paving complete
- c) Curbing delivered today and installation has commenced
- d) Misc site concrete placements scheduled for next few weeks.
- e) Prepping to commence WWTP site scope (scheduled to start Friday)

ii) Athletic Facility & Field

- a) Exterior masonry veneer is ongoing

iii) Interior Fitout/Finishes

- a) Ceilings
 - (a) C1 ceiling tile flooded, moving to C2, then proceeding into Media Center
 - (b) OH inspection scheduled for Friday in A building & F1 Community Ed, flooding will commence following inspection
 - (c) Wood ceiling installation continues in Main Corridor
 - (d) Wood ceiling in teacher planning in G2 ongoing
 - (e) B1 ceiling grid scheduled to complete today
- b) Paint
 - (a) Final paint ongoing in C Building
 - (b) Stair 9 & Misc metal Painting occurring throughout
- c) Flooring
 - (a) LVT installation complete in C building, currently installing A Building & G1
 - (b) Allegheny is installing carpet in Media Center & G1, complete in G2 and heading to F1 next
 - (c) Polished sub to commence final polish on Monday
- d) Misc/Specialties
 - (a) Interior glass partition installation continues throughout
 - (b) Won-Door Security Grille installation ongoing
- e) Auditorium/Black Box
 - (a) Texas Scenic continuing installation of theater rigging
 - (b) Black box flooring is complete, bleacher installation ongoing
 - (c) Auditorium seating installation is complete
 - (d) Millwork installation commenced in auditorium
- f) Gymnasium
 - (a) Kenvo Flooring mobilizing next week to finish gym floor

iv) MEP/FP

- a) Electrician installing fixtures & devices in buildings B & A
- b) Electrical panel fitout continues in elect room
- c) HVAC subcontractor onsite with startup, cx & LV electrical preparing for permanent power and system checkout
- d) Sheetmetal installing finish throughout
- e) Plumbing is completing final connections in kitchen and misc fixture install

v) Exteriors

- a) TAKTL Panel – installation ongoing on A & C wings
- b) Exterior entrances being installed with exception of main entrance (leaving out a bit longer for deliveries)
- c) ACM panel soffit installation wrapping up, working on front entry canopy

vi) Mechanical Room

- a) All MEP subs are in boiler/main electric room completing final connections and equipment. See photos.
- vii) Miscellaneous
 - a) Network Switches – meeting to finalize the plan tomorrow.

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 (Building)	6/29/2022	7/25/2022	-26	0
Substantial Completion (phase 3)	8/1/2023	8/1/2023	0	0

8) Items to Review

- a) CCD-021 Access Update

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

10) Project Photos

Regarding Switch, Eversource was onsite Monday pulling underground. Supposed to be onsite next week at some point to finish installation. Unclear if meter is part of this installation.

Building

Overhead inspection for Friday.

LVT crew is really moving the **flooring** along. Allegheny same great movement on Carpet installation.

Network switches have three plans in place. No temp, temp only for teachers, and taking it into the school year with temporary for all.

Operable partition going into Comm. Ed. no longer available. Company went out of business. So project team has now approved an alternate product that is 8-12 weeks out. One type of fabric wall panels is delayed and won't be finished on 7/25/22 either.

Update SSBC on CCD-021 sharing mechanical hangers may be a route that will eliminate the vast number of complications discussed at the last meeting with regard to sprinklers in the auditorium. Still need structural engineer to weigh in.

Security wall has a pocket in the side wall for storage. It is a way to close off the classroom wings. Can respond to fire emergencies, lock down, and just after hour events in SHS. It is motorized.

Latest Marvin **windows test** had positive results.

Chair wants to discuss the 3011. Waited months for the PFA and then get a very complicated document and fourteen days in which to approve it. Mr. Gulino can ask about an extension. Chair said this becomes the basis for the reimbursement calculations. Chair wants to have time to look at it and understand it. Rick Rice likely can go thru this quickly. Mr. Rice suggested PMA explain to committee what change represents. This is the first revision with all the trades in and realigned. Rice said project funding agreement was based on estimates, and this has taken this long

because MSBA has taken this long to do it. First one was based off estimates prior to having Consigli on board. Original project funding was about \$125 million in construction costs but bid amendment is based off of \$121 million.

Mr. Gulino said Budget Revision Requests will be submitted to MSBC, but as far as major adjustments go, this captures them. With bid being less than the estimate, the \$3million dollars wen to owner's contingency. Jump down from Oct. 2019 budget to actuals of 2022 is \$4,014,000 reduction asked Mr. Smith? This isn't changing the reimbursement rate, but rather just acknowledging that the project is coming in at less, so the project grant will be less. Mr. Rice agreed and said unlikely to get an extension. Chair understands what the bottom line is, but he thinks it is responsibility of SSBC members to understand it. Due back on June 29, 2022, which is before the next SSBC meeting.

Mr. Rice suggested committee vote to approve 3011 subject to PMA talking Gordon thru it and assuaging his fears. Mr. Nigro said OPMs can put it on the screen and walk him thru it. Mr. Nigro will request an extension.

Mr. Gladstone needs a copy of Change Order 18 with Tappe's approval on it. Mr. Gulino will provide that.

Mr. Blessen noted Class of 2021 gift was further considered by Ms. Burke and the principal. Small letters on sign to site that reads "Gift of Class of 2021". The implication of the inscription is that they paid for the sign. He will have design to show at a future meeting.

DPW

Mr. Rice meeting with **DPW** tomorrow to discuss RFQs for the OPMS. Using public safety RFQ will have the base document that the town counsel and committee are familiar with and can add technical water treatment information into that.

Members should look for an email from Ms. Schustek regarding tour of water treatment temporary plant and also the water heads.

- **Change Order Subcommittee**
 - The change order subcommittee will meet following the SSBC meeting to discuss the latest round of changes prior to them being presented to the full SSBC on 7/05/2022.

ADJOURNMENT: In the absence of objection, the Chair will consider the meeting adjourned at 7:40 pm.

These Minutes approved at the July 5, 2022 SSBC meeting.