

**Sharon Standing Building Committee**  
held jointly w/ **School Building Committee**  
Zoom Meeting Minutes  
Tuesday, August 2, 2022, 6:30 PM

**SSBC Members**

Gordon Gladstone, Chair - present	Marty Richards - present	Colleen Tuck - present 7:30 pm on
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
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- - present	Chris Sharkey – Tappe – 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 - present
Cheryl Weinstein – Library	Kyle Raposo – Consigli – HS
LeeAnn Amend – Library	Mike Winters – Consigli – HS
Jim Devellis – devellisrein - Library	Ryan O’Neil – Consigli
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	Hanna Switekowski, Chair Select Board – present SBC only

**Open the meeting** – The Chair read script from Town Administrators Office regarding the remote meeting. The meeting opened at 6:33 PM. **School Building Committee** was present as well.

**A. SCHOOL BUILDING COMMITTEE.**

**School Building Committee** joined SSBC meeting including Emily Burke, Hanna Switekowski, Julie Rowe, Peter Botelho, Tony Kopacz, and the SSBC members.

Sole purpose of today’s SBC meeting is to **approve the Amendment to the Project Funding Agreement** (the “PFA”) for the Sharon High School. First Amendment to the PFA reflected an adjustment in the Total Facilities Grant based on the lowest, responsible bid accepted by the Town for the Sharon High School Project.

Exhibit A requires the Town’s School Building Committee Chair, Chief Executive Officer, Superintendent, and School Committee Chair to certify that they read and understood the Total Project Budget and that the information supplied by the Town in Exhibit A is true, accurate, and complete to the best of their knowledge.

Mr. Nigro reviewed documents with his team and was satisfied with the accuracy of the documents and recommend payment. The MSBA adjusted as projected compared to as bid, and then redistributed monies to other categories where appropriate. Mr. Rice noted that it was a typical document.

**MOTION:** As Chair of the School Building Committee, Mr. Gladstone moved that SBC approve The PFA Amendment 1 and the attached 3011 and authorize the Chair of the School Building Committee to sign the PFA Amendment. Mr. Slater Seconded. Unanimously approved 10-0-0 (Tuck not present).

Documents were distributed.

Chair assumed unanimous consent to adjourn SBC and move on to the SSBC meeting matters.

Chair thanked Mr. Botelho and Ms. Switekowski for attending. Document will be at town hall to gather the required signatures.

## **6:42 PM -- SSBC meeting start**

The school will **open on time** and support the educational needs of the students. Teachers were informed that some items may arrive at later dates.

Mr. Botelho visits site often and looks forward to the building opening.

Mr. Grosshandler wanted to hear expectations as to how **Day 2 list would be completed around SHS use**. Mr. Rudert said much of the Day 2 list is contingent on ship dates. Mr. Burke and Mr. Kopacz attend all the meetings, so there is constant communication with school personnel. Added information recently communicated is that some AV system components that are missing may affect some use of the AV components in the space. Building inspector and Fire Chief have also seen Day 2 list per Mr. Rudert.

Ms. Burke said the teachers have all been notified about larger items, and then individual departments were notified of any items in their department specifically. They are notified if anything comes off the list as well.

Ms. Rowe asked whether there will be a **formal opening**? Mr. Gladstone said it will be joint between building committee, contractor, OPM, school committee, etc. Mr. Nigro will talk with Julie offline so PTSO can be involved.

School Committee, Julie Rowe, received a letter from citizen who would like to memorialize her daughter's memory with a **bench** somewhere on the property. Gordon said these things will need to be done after the building is turned over to the school and the school administration. Fundamentally those are beyond the scope of the building. Mr. Gladstone was just providing a heads up.

Mr. Smith noted that there was at least one existing bench that is dedicated. Ms. Burke confirmed this bench was on the **not to be demolished list**.

## **B. ADMINISTRATION**

### **1. Meeting Minutes**

The following SSBC minutes of **July 19, 2022**, were presented for approval by roll.

**MOTION:** Chair moved to approve the SSBC minutes of **July 19, 2022**, SSBC meetings. Seconded by Ms. Rowe. Approved 8-0-2 (Tuck not present, Rice and Winthrop abstained).

### **2. Invoices**

## **HIGH SCHOOL PROJECT INVOICES:**

- **Consigli Construction Co., Inc. Requisition No. 029 totaling \$6,454,797.25 dated 7.27.2022 for the period of June 2022:**

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 June 2022 is due fifteen days from yesterday, 7.27.2022, the required submission date to the Town of Sharon for inclusion on the 8.02.2022 SSBC Meeting Agenda. Thus, payment of this Consigli Req. 029 for June 2022 is due Wednesday, August 10, 2022.

- IT (Computer Equipment) Invoices as follows. All have been reviewed and approved by the design team, Tappe, and include all backup documentation including an "Approval Cover Memo" from the architect:
  - **Apple, Inc.:** Inv. AH43851524 dated 5.09.2022 totaling \$11,754.00. Billing against Order # 2211003775.
  - **Partners Technology:** Inv. S92035 dated 5.18.2022 totaling \$89,157.04. Billing against Order PO SHS-003.
  - **ProAV Systems:** Inv. 38757 dated 6.14.2022 totaling \$81,300.00. Billing against Order # CLE-0031.
  - **HUB Tech:** Inv. 22-13956 dated 6.30.2022 totaling \$32,337.58. Billing against Order # 006619.

**MOTION:** Chair moved to approve invoices for: approve an invoice for Consigli Construction Co., Inc. Requisition No. 029 totaling \$6,454,797.25 dated 7.27.2022 for the period of June 2022; **Apple, Inc.:** Inv. AH43851524 dated 5.09.2022 totaling \$11,754.00; **Partners Technology:** Inv. S92035 dated 5.18.2022 totaling \$89,157.04; **ProAV Systems:** Inv. 38757 dated 6.14.2022 totaling \$81,300.00; **HUB Tech:** Inv. 22-13956 dated 6.30.2022 totaling \$32,337.58 for a grand total of \$6,669,345.87. Seconded by Ms. Benjamin. Unanimously approved 10-0-0 (Tuck not present).

### **3. School Building Committee/SSBC approval**

SCB voted to approve the PFA Amendment 1 with the supporting schedule from MSBA previously this evening.

**MOTION:** Chair moved that SSBC approve the PFA Amendment 1 and supporting calculations from MSBA. Seconded by Ms. Benjamin. Unanimously approved 10-0-0 (Tuck not present).

## **C. HIGH SCHOOL PROJECT**

**Griffin and S&P** programming discussions resulted in agreement on scope, need to work on credit to Griffin. Mr. Jankun has a working meeting with Griffin to finalize this Thursday, parties are in agreement.

### **1. CM Report & Schedule Update**

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

### **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	\$1,578,287	(CO 1-20) (1.30%)
g) Current GMP Amount	\$123,122,926	

Chair requested **Mr. Nigro add a line item for WWTP updates.**

## 2) Change Orders Not Approved

a) Tentatively Approved	\$48,550	(Recommended by SSBC Change Com.)
b) Submitted Changes	\$230,676	(Under review by the Team)
c) Potential Changes	\$343,271	(Not yet submitted)
d) Total Not Approved	\$573,947	(sum of b & c)
e) Total Potential Changes (incl. tent. approved)	\$622,497	(sum of a, b & c; 0.51% 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	\$957,118	
ii) Tentatively Approved	\$0	(Approved by the Team)
iii) Pending	\$96,475	(Potential & Submitted)
iv) Total Transfers	\$1,053,593	(50% of Starting Amount)
e) Current Anticipated Balance	\$1,570,417	(75% 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 Allowances		
i) Approved	\$465,854	
ii) Tentatively Approved	\$0	(Approved by the Team)
iii) Pending	\$109,804	(Potential & Submitted)
iv) Total Transfers	\$575,658	(24% of Starting Amount)
j) Current Anticipated Balance	\$3,128,343	(153% Remaining)

## 5) Requisitions (thru Req #29 for June 2022)

a) Total Completed to Date	\$92,719,723	(76.26%)
b) Retainage Withheld	\$4,257,790	(-)
c) Total Due to Date	\$88,461,932	
d) Total Paid to Date	\$82,007,135	
e) Total Current Payment Request	\$6,454,797	(Req #29)

## 6) Schedule

### Systems

- i) Fire Alarm Pre-testing ongoing, scheduling test with SFD late this week/early next week
- ii) 11/15 Major Rooftop HVAC Units have been started. Point to Point checkout ongoing and programming to being uploading this week.
  - a) 2 of remaining 4 units scheduled for startup this week, remaining two units will be started ASAP pending change order electrical work.
- iii) TCO Walkthrough Scheduled with interim BI for Monday 8/8 with follow ups scheduled for 8/9 & 8/10
- iv) Fresh air balancing at RTU's commenced this week to verify total airflows.
- v) Permanent network switches onsite, installation ongoing & startup scheduled for End of Week
- vi) Security coordination meeting Thursday to discuss programming of security system
  - a) Anticipate internet/network connectivity on Thursday

Chair asked if everything that goes in the **internal switch** was available to get system operational? Mr. Rudert thought this was the case.

#### Auditorium

- i) LED video wall installation starting tomorrow
- ii) Theater curtains, orchestra shells etc. schedule for install next week
- iii) Temporary carpet installation wrapping up this week
- iv) Millwork ceiling under Mezzanine to wrap up next week
- v) AV system install underway (coordinating access to install speaker cluster delivered Monday). AV is missing switches as of today and November delivery date, which is a problem. This is on the Day 2 list. Solution not apparent currently.

#### Interior:

- b) Activities that are ongoing:
  - i) Final polish of the flooring – complete pending punch/WTC
  - ii) Flooring work to finish this week with exception of elevated track (issue with second tier contractor, work ongoing)
    - a) Wall based & transition details will continue into next week.
  - iii) Wall touch ups and final paint ongoing throughout building
  - iv) Glass wall installation continues, doors have arrived and install to start ASAP (note this work is somewhat invasive so needs to be coordinated)
  - v) Wrapping exterior entrance doors and vestibules
  - vi) Misc. finishes wrapping up including display cases, CCD electric work, millwork items, casework etc.

#### WWTP

- I) Work continues, this week working dosing tank & big push on electrical rough
- II) Encountered issues at Filter requiring some significant added structural steel work (underway)

**Unforeseen MEP steam tank found in ground. Structural support in filter had issue resolved as well.**

#### 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	8/11/2022	-42	0
Substantial Completion (phase 3)	8/1/2023	8/1/2023	0	0

## 8) Items to Review

- a) CO 021
- b) TCO 020T
- c) Day 2 List

Mr. Thibault noted that the exterior looked incomplete. Mr. Rudert said **exterior copper panels delayed**. Anticipated arrival for next week. Lots of contractors onsite to install this week and next week. Roof-edge crew is keeping up following the panel installs.

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

10) Project Photos

## 2. Day 2 List

- a. In conjunction with above CM report-team to review & discuss updated **Day 2 List**.

Mr. Rudert reviewed items that are #1 Priority from latest Day 2 list. More significant items: toilet partitions have arrived; IPP doors are in. Permanent network switches are in; exterior panels by end of week; exhaust for two bathrooms expected today, so likely ready by 8/22; mezzanine rails expected to be installed on Thursday; exit signs late change order but have temporary exit signs in case some are needed but hoping for actual to arrive; temporary poly-carb pass-through in should glass not arrive in time; treatment plan scope looks to be online as most of demo portion completed; diagnostic once control panel in WWTP is still a concern. Day 2 list has highlighted priorities and expected completion dates.

Mr. Slater asked how does the **green roof survive** in drought conditions? Mr. Blessen said green roof is designed for desert conditions, but it can still take a lot of water too. Very hearty, no maintenance kind of things once established.

In auditorium, **manage switches** were ordered in January and currently projected to arrive in November. Seeking alternatives but lead time for any new items is over a year.

**Bulletin board cabinets** have not arrived.

## 3. Change Order and Transfer Change Order

- a. SSBC review and approval of Change Order 021 and Transfer Change Order 020T. These changes were reviewed and approved by the Change Order Subcommittee on 7/19/2022.

Outstanding CO for missing exit signs estimated at \$5,500 for the 32 exit signs. Chair noted the cost will be insignificant compared to the installation.

**MOTION** by Chair to approve Change Order 021 dated July 27, 2022, in the amount of \$48,550. Seconded by Mr. Slater. Unanimously approved (11-0-0).

**MOTION** by Chair to approve Change Order 20T dated July 27, 2022, in the amount of \$0. Seconded by Mr. Slater. Unanimously approved (11-0-0).

## 4. Change Order Subcommittee

- a. 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 8/16/2022.

### **LIBRARY PROJECT – 7:43 PM**

Gordon had some meetings and emails today regarding the library.

Drayton and Joe Sullivan meeting today to **revise the schedule** that will get us to town meeting on December 5, 2022, with a GC bid in-hand with sufficient time (escalation contingency in budget).

Mr. Thibault asked if it could **go to bid without all the funds available**? Chair said bid was contingent on a positive vote by Town Hall. Mr. Blessen said on a recent project they told the contractors they had to hold the bid for two or three months. The prices were likely higher than if they had them hold it for one month. Contractors will add escalation. Mr. Rice noted price increases after submitting bids are not allowed by statute.

Mr. Turkington and Mr. Gupta expect they can fund any increase out of available funds out of debt exclusion without needing to go to a ballot.

**ADJOURNMENT:** Hearing no objections the chair moved to close the meeting by unanimous consent at 7:50 pm.

Respectfully submitted.

SSBC approved these minutes on 8-16-22.