

Sharon Standing Building Committee

Zoom Meeting Minutes

Tuesday, September 13, 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	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
Tony Kopacz – SPS – HS -present	Eric Lowther – PMA
Timothy Chouinard - DPW-present	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 -present	Mike Winters – Consigli – HS
Jim Devellis – develliszrein - 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	

Also present: Fire Chief Jim Wright, Deputy Mike Madden, Sharon Fire Dept., and Kevin Bishop, Sharon Police Department, Alex Chermak, Vice President, Databuoy, Westfield, NJ

Open the meeting - The Chair read from the script from Town Administrators Office regarding the remote meeting. The meeting opened at 6:35PM. A rep. from SCTV was not available to record the start of the meeting.

6:36 PM - The Board entered **Executive Session** to discuss HS project security. The Board will reconvene in Open Session at the end of the Executive Session.

Executive Session ended at 7:14 PM and the regular meeting resumed at 7:21 PM. SCTV began recording at 7:21 PM

ADMINISTRATION

1. Minutes

The SSBC minutes of **August 30, 2022**, were presented for approval by roll.

MOTION: Chair moved to approve the SSBC minutes of **August 30, 2022**. Seconded by Slater. Unanimously approved

7-0-0 (Tuck, Winthrop, Thibault, Benjamin abstained.) Benjamin abstained via email after the meeting, wasn't present 8/30.

2. Invoices

Invoices for review and approval at the 9.13.2022 SSBC meeting for the Sharon HS project are as follows:

- **Tappe Architects, Inc. 228802 totaling \$167,708.33 dated 8.31.2022 for August 2022.** This invoice includes the following:
 - \$167,708.33 for the period of August 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.

Misc. Invoices:

- **G Schustek Reimbursement: Order #: H35083179 dated 9.01.2022 totaling \$84.99.** Toner Cartridge Replenishment.
- **Eversource Account #: 3045 602 0012 statement dated 8.25.2022 totaling \$62,947.67.** Electric utility bill for the new high school building for August 7.22.2022 through 8.23.2022 while still under construction and yet to be turned over to Sharon Public Schools.

FF&E Invoices:

NOTE: The approval of the FF&E vendor invoices differ from the invoiced value. This is based on THOROUGH review by the District's Project Team (OPM & Designer):

- FF&E:
 - **Singer Kittredge invoice 393237 dated 8.09.2022 APPROVED VALUE: \$6,783.99**
 - **Singer Kittredge invoice 393256 dated 8.09.2022 APPROVED VALUE: \$729.67**
 - **Singer Kittredge invoice 394837 dated 8.24.20252 APPROVED VALUE: \$260.23**
 - **Robert H. Lord invoice 34747 dated 8.10.2022 APPROVED VALUE: \$373,124.44**
 - **Creative Office Resources invoice 197855R dated 8.23.2022 APPROVED VALUE: \$415,712.03**
 - **Red Thread invoice 898662 dated 8.26.2022 APPROVED VALUE: \$51,476.85**
 - **Red Thread invoice 898624 dated 8.26.2022 APPROVED VALUE: \$58,893.17**
 - **Red Thread invoice 898625 dated 8.26.2022 APPROVED VALUE: \$4,590.68**
 - **Wenger Corporation invoice 833373 dated 9.02.2022 APPROVED VALUE: 65,706.96**

All FF&E invoices have the required Approval Cover Memos from the design team, as requested by the SSBC.

Chair mentioned that Eversource incorrectly invoiced school department for electricity during construction. Mr. Rudert agreed that CC and PMA need to straighten out the funding source for the Eversource Account #:3045 602 0012 statement mentioned above and will do so.

All FF&E Invoice amounts were within the FFE budget.

MOTION: Chair made and omnibus motion to approve Tappe Architects, Inc. 228802 totaling \$167,708.33 dated 8.31.2022 for August 2022; G Schustek Reimbursement: Order #: H35083179 dated 9.01.2022 totaling \$84.99; Eversource Account #: 3045 602 0012 statement dated 8.25.2022 totaling \$62,947.67; Tappe Architects, Inc. 228802 totaling \$167,708.33 dated 8.31.2022 for August 2022; Singer Kittredge invoice 393237 dated 8.09.2022 APPROVED VALUE: \$6,783.99; Singer Kittredge invoice 393256 dated 8.09.2022 APPROVED VALUE: \$729.67; Singer Kittredge invoice 394837 dated 8.24.20252 APPROVED VALUE: \$260.23; Robert H. Lord invoice 34747 dated 8.10.2022 APPROVED VALUE: \$373,124.44; Creative Office Resources invoice 197855R dated 8.23.2022 APPROVED VALUE: \$415,712.03; Red Thread invoice 898662 dated 8.26.2022 APPROVED VALUE: \$51,476.85; Red Thread invoice 898624 dated 8.26.2022 APPROVED VALUE: \$58,893.17; Red Thread invoice 898625 dated 8.26.2022 APPROVED

VALUE: \$4,590.68; Wenger Corporation invoice 833373 dated 9.02.2022 APPROVED VALUE: 65,706.96 for a grand total of \$1,208,019.01. Seconded by Tuck. Unanimously approved 11-0-0.

B. HIGH SCHOOL PROJECT

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	\$1,659,904	(CO 1-22) (1.36%)
g)	Current GMP Amount	\$123,204,543	

2. Change Orders Not Approved

a)	Tentatively Approved	\$0	(Recommended by SSBC Change Com.)
b)	Submitted Changes	\$403,460	(Under review by the Team)
c)	Potential Changes	\$145,432	(Not yet submitted)
d)	Total Not Approved	\$548,892	(sum of b & c)
e)	Total Potential Changes (incl. tent. approved)	\$548,892	(sum of a, b & c; 0.44% 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	\$959,525	
ii)	Tentatively Approved	\$0	(Approved by the Team)
iii)	Pending	\$196,229	(Potential & Submitted)
iv)	Total Transfers	\$1,155,754	(55% of Starting Amount)
e)	Current Anticipated Balance	\$1,468,256	(70% 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	\$465,904	
ii)	Tentatively Approved	\$0	(Approved by the Team)
iii)	Pending	\$114,399	(Potential & Submitted)
iv)	Total Transfers	\$580,303	(28% of Starting Amount)
j)	Current Anticipated Balance	\$3,303,143	(149% Remaining)

5. Requisitions (*thru Req #30 for July 2022*)

a)	Total Completed to Date	\$97,560,036	(79.21%)
b)	Retainage Withheld	\$4,499,845	(-)
c)	Total Due to Date	\$93,060,191	
d)	Total Paid to Date	\$88,461,932	
e)	Total Current Payment Request	\$4,598,259	(<i>FINAL Req #30</i>)

6. Schedule

Auditorium

- i. Plan is to have stage work substantially complete by end of September to accommodate school play
- ii. LED Wall install scheduled for 9/22
- iii. Texas Scenic currently onsite installing orchestra shells & rigging components
- iv. Barbizon to be onsite this week to continue theater lighting package and WJGE to hang theater lights
- v. Re-released on Mezzanine Rail work today, will schedule and update

Chair noted that Dr. Botelho and Dr. Dussault and the rest of the administration agreed to repairs of mezzanine balcony as originally proposed, just in front of the center section.

Kitchen

- i. Ansul System Tested & Inspected by Sharon FD today
- ii. Captive Air Startup completed today
- iii. Replacement of GFI Breakers for small equipment scheduled for tomorrow
- iv. Shutdown to tie in dishwasher power to be scheduled later this week
- v. Pending final electrical signoff & Board of Health, hoping for full use Monday

WWTP

- I) Wet test of Lift Station scheduled for Thursday
- II) Filter work wrapping up
- III) Need to confirm grounding requirements at chem storage
- IV) Hoping for DEP test & Plant operational next week.

Athletics

- I) Sports lighting power cabinet underground conduit and wire will be inspected tomorrow morning
- II) Underground conduit pulls are underway
- III) Distributions and lighting is complete in the AF
- IV) Devices are wrapping up this week
- V) Pressbox will be onsite tomorrow and installation will start once it is unloaded

Phase 2

- VI) Abatement is wrapping up on Friday 9/23.
- VII) Disconnect and demo of water line to old school 9/26
- VIII) Utilities is tracking on being disconnected this week except Verizon. This might take longer and we might need to proceed with demo with Verizon still tied in until they arrive.
- IX) Drainage onsite is being demo'd this week
- X) Subgrading for tennis courts is ongoing
- XI) Demo scheduled to start the week of 9/26
- XII) Phase 2 clearing and grubbing ongoing

7. Milestone Tracking

MILESTONE	ORIGINALDATE	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	8/25/2022	-53	0
Substantial Completion (phase 3)	8/1/2023	8/1/2023	0	0

Mr. Rudert strategically targeting work that isn't **weather sensitive** during Jan/Feb. If it's a mild winter CC will do more outdoor work.

Balancing is coming along well per Mr. Rudert. About 60% of building classroom wings, G wings and smaller spaces. They are working on larger spaces/higher ceilings after hours because those spaces require a lift.

Planters and Zen garden are currently in lobby, only need liner added per Mr. Blessen. Snake plants, peace lilies, no pollinating plants. Sue at front desk is champion of that along with Ms. Burke and some of the biology classes. Meant to be practical and also hands on so kids can take care of them.

Mr. Kopacz asked about **raised boxes under center stairwell** as there is a concern about students laying all over it. Mr. Blessen said it is made for students to lay all over it. Hard bench to sit on. Tony will follow up with Mr. Blessen tomorrow with issue.

ADJOURNMENT: Through unanimous consent the meeting ended at 7:55 pm.

These minutes were approved at the September 27, 2022 SSBC Meeting.