

Sharon Standing Building Committee

Zoom Meeting Minutes
Tuesday, October 11, 2022

SSBC Members

Gordon Gladstone, Chair -present	Marty Richards	Colleen Tuck -present
Deb Benjamin, Vice Chair	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 until 7:26 PM	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 -present	Chris Blessen – Tappe – HS
Peter Botelho -- Superintendent	Tim Ericson – Consigli – HS
Carolyn Weeks –LBC -present	Chandler Rudert – Consigli –HS -present
Cheryl Weinstein – Library	Kyle Raposo – Consigli – HS
LeeAnn Amend – Library	Mike Winters – Consigli – HS
Jim Devellis – devellisrein - Library	Ryan ONeil – Consigli
Jeff Porter – LLB – Library	Kristy Lyons – Consigli – HS
Drayton Fair – LLB – Library	
Eric Hooper - DPW	
Ryan Trahan – DPW Consultant	

Open the meeting

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

ADMINISTRATION

1. Invoices

High School Project Invoices:

- **Consigli Construction Co., Inc. Requisition No. 031 totaling \$3,515,320.13 dated 10.05.2022 for the period of August 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 August 2022 is due fifteen days from today, 10.05.2022, the required submission date to the Town of Sharon for inclusion on the 10.11.2022 SSBC Meeting Agenda. Thus, payment of this Consigli Req. 031 for August 2022 is due Wednesday, October 19, 2022.

- **Tappe Architects, Inc. 220903 totaling \$167,708.33 dated 9.30.2022 for September 2022.** This invoice includes the following:
 - \$167,708.33 for the period of September 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.

FF&E and IT Invoices:

- **FF&E:**
 - **Singer Kittredge invoice 393364 dated 8.10.2022 APPROVED VALUE: \$67.58 approved by Stefora on behalf of Tappe.**
 - **G&G Fitness Equipment, Inc. invoice 99-935052 dated 9.15.2022 APPROVED VALUE: \$95,073.0458 approved by Stefora on behalf of Tappe.**
 - **CF Medical, Inc. invoice 34050 dated 9.19.2022 APPROVED: \$14,950.0058 approved by Tappe**
- **IT:**
 - **HUBTech invoice 22-14694 dated 8.25.2022 APPROVED: \$11,893.78 approved by Tappe.**
 - **HUBTech invoice 22-14742 dated 8.30.2022 APPROVED: \$21,000.00 approved by Tappe.**
 - **HUBTech invoice 22-15327 dated 9.29.2022 APPROVED: \$85,625.00 approved by Tappe.**

All FF&E and IT invoices have the required Approval Cover Memos from the design team, as required.

Misc. Invoices:

- **CleanHarbors invoice 1004259367 dated 8.04.2022 totaling \$7,049.80.** This is for proper removal of chemicals from the old Sharon High School prior to demolition approved by PMA.
- **Comm-Tract Corp. invoice 3423727 dated 9.13.2022 totaling \$45,217.79.** This is for Fiber Optic Cabling at the new Sharon High School per the 1.25.2022 Town of Sharon executed Fiber Optic Services Scope Agreement with Comm-Tract Corp. approved by PMA and Sharon IT Director.
- **New Horizon Communications invoice 2016960 dated 10.01.2022 totaling \$1,987.59.** This is scope for new phone service at the new Sharon High School approved by PMA and Sharon IT Director.
- **Mead, Talerman, & Costa LLC invoice 12834 totaling \$1,952.50 dated 9.16.2022**

MOTION: Chair made an omnibus motion to approve all of the invoices outlined above and totaling \$3,965,893.04 for the HS project and \$1,952.50 for the library project. Seconded by Winthrop. High School Invoices unanimously approved 9-0-0 (Slater, Tuck, Thibault, Smith, Winthrop, Rowe, Grosshandler, Gladstone, Richards) and Library invoice unanimously approved 8-0-0 (Slater, Tuck, Thibault, Smith, Winthrop, Grosshandler, Gladstone, Richards).

B. HIGH SCHOOL PROJECT

MSBA Budget Revision Request (BRR)

The MSBA budget revision requests are required to be submitted to the MSBA for accounting purposes only. All the transfers listed in the BRR have already been approved and executed in TCO's by the SSBC. Critical to get submitted for ProPay reimbursement purposes.

Attendees reviewed the MSBA Project Funding Agreement Budget Revision Request, Number 01. Operative detail is that "The District acknowledges and agrees that it will not seek reimbursement from the Authority for any costs that exceed the already approved line-item limits set forth in Exhibit A until after the Authority has accepted this Total Project

Budget Revision Request, and the Authority's ProPay System has been adjusted accordingly."

This is not an increase to the overall \$163 million budget but transferring money from one bucket to another staying within the total budget.

Mr. Gulino noted part of issue was a delay in approval of original PFA Bid amendment; it took MSBA a year and a half. PMA just updated MSBA's Propay website and Division 4 and 22 were tracking over budget because transfers in front of SSBC currently have been entered. This shifted money from either GMP contingency or other holds and allowances within GMP contingency into Div. 4 and 22. Need is to zero out the budgets into what they should be. Needed PFA bid Amendment in order to do this. Chair surmised amounts asked to reallocate are the amounts in the budget revision amount. Mr. Gulino agreed. It is not significant dollars, about 70K. Mr. Gulino explained the issue is if PMA submitted another Propay request, the MSBA would send it back because of Div. 4 and Div. 22 being over budget already and would want a BRR submitted to level them out. These transfers have already been approved in TCOs and documented, nothing new. Allows PMA to continue to submit Propay requests which allows town to receive reimbursement. Mr. Gulino may need Mr. Gladstone to contact MSBA with him.

MSBA involvement is capped at \$333 a square foot. Mr. Gulino agreed with Mr. Rice that it is largely an accounting exercise. We have an overall budget of \$163 Million and owner's contingency would be accessible. If this becomes an issue, this will not need to go to Town Meeting, the contingency fund would be the backup if this wasn't covered. Reimbursement likely won't be known until after job is completed and MSBA finishes with their audit. This is not an increase in project cost. All either from division to division or GMP contingency to division.

Motion to authorize the Chair to sign MSBA Project Funding Agreement Budget Revision Request, Number : 01
Seconded by Tuck; unanimously approved 9-0-0.

Mr. Gulino will get document to Chair for signature.

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	\$1,699,897	(CO 1-23) (1.40%)
g) Current GMP Amount	\$123,244,536	

2) Change Orders Not Approved

a) Tentatively Approved	\$0	(Recommended by SSBC Change Com.)
b) Submitted Changes	\$380,199	(Under review by the Team)
c) Potential Changes	\$213,108	(Not yet submitted)
d) Total Not Approved	\$593,307	(sum of b & c)
e) Total Potential Changes (incl. tent. approved)	\$593,307	(sum of a, b & c; 0.49% 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	\$1,042,335	
ii) Tentatively Approved	\$0	<i>(Approved by the Team)</i>
iii) Pending	\$185,469	<i>(Potential & Submitted)</i>
iv) Total Transfers	\$1,227,804	<i>(58% of Starting Amount)</i>
e) Current Anticipated Balance	\$1,396,206	<i>(66% Remaining)</i>

4) Allowances

f) Beginning Amount	\$2,040,000	
g) Amount from Savings from Buyout	\$1,573,446	<i>(Note \$204,112 to Temp Gen Allowance)</i>
h) Current Amount	\$3,613,446	
i) Requests Against Allowances		
i) Approved	\$525,325	
ii) Tentatively Approved	\$0	<i>(Approved by the Team)</i>
iii) Pending	\$187,583	<i>(Potential & Submitted)</i>
iv) Total Transfers	\$712,908	<i>(36% of Starting Amount)</i>
j) Current Anticipated Balance	\$2,900,538	<i>(141% Remaining)</i>

5) Requisitions (thru Final Req #31 for August 2022)

a) Total Completed to Date	\$101,260,373	<i>(82.19%)</i>
b) Retainage Withheld	\$4,684,861	<i>(-)</i>
c) Total Due to Date	\$96,575,511	
d) Total Paid to Date	\$93,060,191	
e) Total Current Payment Request	\$3,515,320	<i>(Req #31)</i>

6) Schedule

1. Exterior/Sitework:

- a. Sports lighting energized however issue with one set of lights where row is out (AD reviewed and approved 10/11)
- b. Remaining concrete at athletic facility scheduled for install tomorrow
- c. Landscaper onsite this week finalizing loam & seed around building site

2. Demolition/Abatement

- a. Demo permit received Friday
- b. Demolition Commenced Today in smaller bus loop

3. Auditorium

- a. Plan is to have stage work substantially complete by end of September to accommodate school play
- b. LED Wall installed & Operational
- c. Theater lighting package is complete with exception of house lights – issue with drivers
 - i. Temporary solution install underway
- d. Mezzanine Rail work scheduled to commence Thursday
- e. Team working on temp audio solution – Right now appears temp device is available

Control drivers ordered over a year ago, discontinued, delayed, etc. Auditorium will be closed after tomorrow thru 11/1.

4. Kitchen

- a. Signed off and ready for full use with following two exceptions:
 - i. Small dishwasher still awaiting GFI device
 - ii. Combi Oven requires final electrical connection

5. WWTP

- a. Working with SFD & Civil Defense on Generator solution. WJGE procuring necessary materials and tying SO Cable whips into ATS switch.
- b. Phone line install this week

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

8) Project Photos shown

Condensate line still needs pump installed to get it where it needs to go per Mr. Rudert.

Glass windows around guidance office privacy? Ms. Rowe shared feedback from parents saying that it feels weird to some people to go into a glass box when they are talking about something emotional. Mr. Blessen and school administration are working on some documents to be reviewed by committee. Guidance conference room requested frosted glass. If there is a request with adjustment to glass, architect said it should come from the school.

Ms. Burke said only requested additional **glazing in counseling, academic support area conference room**, areas where meetings would take place of a more private nature. Chair expressed concerns to architect on a walk-thru and had been reassured that this is how it is done in other school districts. Mr. Blessen said someone going in there may feel vulnerable, but it can go the other way in that seeing people using it makes it more open for use. Adding, spaces where staff is alone with students with closed doors isn't good. As they go thru this process, architect said they can certainly add film where it is needed. One question from Ms. Rowe is can the film be done before the project is completed or not until the end? Dr. Dussault and her team are proper contacts. Architect said executing the work is just a matter of lead time and scheduling.

Demo contract is JR Vinagro and **timeframe for demolition is 6-8 weeks** to get the bulk out. Asbestos is under the slab, but not necessarily in the ground, in different pipe chases, and tunnels. All the footings and frost walls are coming out.

Fencing currently has \$35,000 allocated for 500 feet of stock fencing but quote was two years old. The 500 feet reached first base for softball field. Alon Zephani, 34 Ames Court, corner abutter had privacy trees between school and his yard. Chair asked for quotes for Oct. 25 meeting for what \$35,000 buys, and other options for 500' of fencing

For **belay issue** Mr. Rudert received drawings today that are now with CC's mixed metals contractor for review and fabrication drawings. Idea was to remove upper portion of rock wall and the back-up system, bolt in vertical HHS tubes on sleeves to allow the building to move separately, have pre-welded on posts coming out, and then they will put it all back together.

Tappe is paying for the removal of the rock wall and the backup system. Added steel work would've been added steel work whether it was caught six- or twelve months ago, so Mr. Rudert's opinion is that should be reimbursable to the subcontractor working on it, in this case the steel subcontractor. As a team, CC, Tappe, and PMA all need to discuss.

Mr. Gulino reviewed four new **Superintendent requests** for the project:

1. Classroom flags	\$337.40
2. Cafeteria Waste Recycling Receptacles	\$18,243.32
3. Additional Teacher Chairs	\$6,830.20
4. Additional Student Desks	\$4,522.70

Total: \$29,933.62

Mr. Kopacz said no provision was made in original documents for **trash receptacles for cafeteria**. This is a single unit for the cafeteria. Right now, they are dealing with trash in round barrels. Mr. Blessen said during design and programming this request wasn't made. So, architect's assumption was that barrels would be rolled out. Mr. Kopacz said the sustainability coordinator position wasn't filled at the time, so it was not requested. Chair asked for location, schematic, and unloading information. An award notification is not a PO, so purchase is not a done deal. Mr. Slater wants a suggestion of something more durable than powdered coating in a trash situation.

Teacher chairs and desks FFE purchase to date was for the maximum student headcount of 1,250. Tonight's request is for including 14 student desks and chairs, 15 teacher task chairs. Ms. Burke explained that when they run the schedule, may have a class of 17 and a class of 26, so, a little more flexibility is needed in every period of the day. Currently they have borrowed furniture from the teacher planning area, so students are in seats in classrooms. Contractually teachers need a desk, so some classrooms have two teacher desks, but by oversight, no second chairs were ordered for the second desk.

Laser cutter space in steam room, but no laser cutter was ordered. It's used for engineering and art classes, can do different designs and build parts. Just like they have a 3-D prints in CAD and Innovation room, they have a Laser Cutter room. 3-D printers were ordered, laser cutter was not. Chair asked architect to provide cost details at the next meeting.

Wireless microphones receivers, belt pack, headsets, rack were requested for the theater department. Strategy is to build a custom rack on wheels so the equipment can be shared between black box theater and auditorium and plug in either environment. He also confirmed both rooms have space to plug rack in. They have four wireless microphones in the base contract now, but all the school's existing microphones are being phased out. Request is for 20 more to get school back to 24. A heavy use mic starts around \$400-\$600.

Mr. Blessen said what they are looking for is authorization to go find information for the laser printer and the microphones. Architect asked for a budget allotment not to exceed \$15k for the laser cutter

Mr. Thibault clarified the \$50k is for the systems, not just the mikes? Chair agreed.

Ms. Rowe departed from the meeting at 7:26 PM.

MOTION: Chair moved to approve the purchase of 14 student chairs and desks not to exceed \$4,522.70 and 15 teacher task chairs not to exceed \$6,830.20. Slater second. Unanimously approved 8-0-0 (Gladstone, Slater, Tuck, Rice, Smith, Winthrop, Thibault, Grosshandler).

MOTION: Mr. Smith motioned that the Chair be allowed to sign off on the procurement of a Laser Cutter not to exceed \$15k and an A/V microphone wireless system not to exceed \$50K based on upcoming additional specifications and details to be provided by the architect. Seconded by Tuck. Unanimously approved 8-0-0 (Gladstone, Slater, Tuck, Rice, Smith,

Winthrop, Thibault, Grosshandler).

Kittridge kitchen items concerns expressed by Chair. Consumables and too small items were pared down so as not to have payment spread over 20 years, but the first billing from Kittridge was approved by Stefora included many of these costs. There needs to be an allocation of that invoice between the SSBC and School Committee. Chair asked Mr. Kopacz and those involved to review the first payment and cull out items SSBC did not approve for payment.

Light Pole repairs are CM contingency in Mr. Rudert's opinion. Athletic Director said everything was working when decommissioned two years ago. But it all has to go through PMA, Tappe, CM process.

Marvin Windows extended warranty will be circulated for discussion at the next meeting. Mr. Blessen previous to the meeting had expressed to Chair that the windows with fixes were in line with the specs. Mr. Rudert noted that some of the delay in fixing was for dry time, etc. Chair concerned that it took considerable fixes that were not in line with the factory manufactured process, so in his opinion less desirable because "field fixed." Mr. Rudert said the warranty provided includes the field fixes with the factory warranty. Mr. Rudert suggested all the documents need to be reviewed. No one will go through the hundreds of pages and discussion and emails that went back and forth, it's a conceptual thing per Chair. Chair thinks they didn't get exactly what they anticipated getting. Chair will circulate warranty details to the committee so they can have a discussion.

Change Order Subcommittee Meeting

- a. The Change Order Subcommittee will meet following the SSBC meeting to review the latest group of changes up for review and approval.

Mr. Smith said he heard great feedback on the **open house**, and he knows others who would like to tour.

Planters - Custom fiberglass planter companies are working on some quotes for liners.

ID kit power solution not resolved yet. Extension cords used currently.

C. LIBRARY PROJECT

Nothing new

ADJOURNMENT: Through unanimous consent the meeting ended at 8:14 pm.

These minutes were approved at the October 25, 2022 SSBC Meeting.