

Sharon Standing Building Committee

Zoom Meeting Minutes

Tuesday, October 25, 2022

SSBC Members

Gordon Gladstone, Chair -present	Marty Richards -present	Colleen Tuck -present
Deb Benjamin, Vice Chair -present	Richard Slater -present	Sara Winthrop
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 -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 ONeil – Consigli-present
Jeff Porter – LLB – Library	Kristy Lyons – Consigli – HS
Drayton Fair – LLB – Library	Nick Ferzacca – PE Architectural Engineers - HS Project
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 __. No library on tonight's agenda.

A. ADMINISTRATION

1. Minutes

Minutes for review and approval included September 27, 2022, and October 11, 2022, SSBC meetings.

MOTION: Chair moved to approve the minutes of September 27, 2022. Tuck Seconded. Unanimously approved 10-0-0.

MOTION: Chair moved to approve the minutes of October 11, 2022. Rice Seconded. Unanimously approved 10-0-0.

2. Invoices

Invoices for review and approval at the 10.25.2022 SSBC meeting for the Sharon HS project are as follows:

High School Project Invoices:

PMA invoice 04200.00-53 totaling \$153,164.94 dated 10.11.2022 for the period of September 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 \$58,561.94:
 - The Reuse Network (IRN) Inv. SUR4652 dated 9.19.2022: \$58,357.51 : For Donation Scope.
 - Reimbursement to PMA for the following:
 - CJankun Payment to the Norfolk Registry of Deeds for Documentation Required by Verizon: \$13.00.
 - CJankun Payment to Mail Registry of Deeds documents to Verizon: \$8.95.
 - CJankun Priority Mail Payment to Mail the District's check to Verizon so Verizon would schedule their new copper service installation to the new high school: \$26.95.
 - CJankun Payment to Mail a hard copy to the MSBA of the Sharon executed PFA Bid Amendment: \$8.95.
 - CJankun Payment to Amazon for patch cables required/requested by Sharon IT Director: \$97.72.
 - CJankun Payment to Amazon for patch cables required/requested by Sharon IT Director: \$48.86.

Please advise if you require any additional information related to this PMA September 2022 invoice.

FF&E Invoices:

- **FF&E:**
 - **B&H Photo-Video invoice 204492746 dated 8.01.2022 APPROVED: \$758.65**
 - **Union Office Interiors invoice 58466 dated 9.23.2022 APPROVED VALUE: \$109,775.80**
 - **Robert H. Lord Company invoice 34747 dated 8.10.2022 BALANCE OWING APPROVED: \$65,845.49**

Mr. Blessen confirmed that All FF&E invoices have the required Approval Cover Memos from the Stefura TO WHICH TAPPE AGREES.

MOTION: Omnibus motion to approve invoices as listed above. Seconded by Benjamin. Unanimously approved 10-0-0.

Canton Citizen Inc. invoice 86812 dated 9.16.2022 totaling \$209.00. This is for DEP required advertising related to removal of haz-mat chemicals from the existing high school. PMA approval recommendation notation included on the backup along with email explanation of why this cost was incurred.

MOTION: Chair moved to approve \$209 for a legal notice regarding removal of hazardous chemicals at the high school. Benjamin second. Unanimously approved 10-0-0.

Singer Kittredge invoice 397682 dated 9.21.2022 approved value: \$12,616.26 – Held for review.

Received schedule from Singer Kittredge including items for \$2-4 in Spring 2022. SSBC sent list back to School Administration requesting removal of consumables. They came back with a short list that was \$14-17K or so. SSBC has already paid Kittredge more than that amount because first bill came thru inadvertently, and we were trying to keep project moving along. Mr. Gladstone's perception of issue is that SSBC should be reimburse by School Department for amount of overage paid to date and subsequent invoices sent to the school. Chair would endeavor to do this, but he wants the committee's opinion.

Bill from Kittredge was not recognized by Architect, OPM, or Chair for being beyond the amount agreed to. SSBC has absorbed \$9k more than what they approved for the budget.

Ms. Burke said original list was around \$23K, and they cut it down to \$17K and sent it to Tappe. Ms. Burke doesn't understand why school is responsible because the school didn't do the ordering. Ms. Rowe questioned if school would have put it on a wish list.

Member asked to table until a later point and asked that the invoice be distributed.

Mr. Blessen said that Stefura sends a low bid award over to PMA who prepares a PO and then to Mr. Gladstone to execute, entire process then reverses. No PO for \$17K was ever issued. The PO was never limited to those things that were part of the \$17k. We've paid \$26k and have another one for \$12K. Member said PMA and Tappe need to work with their consultant to find out how we have \$38K of small wares being delivered to the school. The majority if not all the original \$17K were included in the purchase per Mr. Gladstone.

Ms. Benjamin suggested if we accept this mistake, the project can handle this amount over. Mr. Rice agreed.

Ms. Rowe doesn't think this should come out of the school district budget. No one in the school district made the decision to order it.

Chair planned to provide paper trail for next meeting.

Ms. Rowe asked status of cafeteria serving cold food, when will hot food be out? Mr. Rudert said they turned kitchen over a week and a half ago. Only training on one oven was still needed. Mr. Burke said the staff is waiting on training to use the equipment. Mr. Kopacz said trucks have been delivering food. Mr. Kopacz heard from Molly Van Cott, Food Service Director, that hot lunch will begin on Monday.

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	\$1,699,897 (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	\$508,594 (Under review by the Team)
c) Potential Changes	\$160,566 (Not yet submitted)
d) Total Not Approved	\$669,160 (sum of b & c)
e) Total Potential Changes (incl. tent. approved)	\$669,160 (sum of a, b & c; 0.55% 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	\$54,307	(Approved by the Team)
iii) Pending	\$161,395	(Potential & Submitted)
iv) Total Transfers	\$1,258,037	(64% of Starting Amount)
e) Current Anticipated Balance	\$1,365,973	(65% 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	\$525,325	
ii) Tentatively Approved	\$36,628	(Approved by the Team)
iii) Pending	\$187,076	(Potential & Submitted)
iv) Total Transfers	\$749,029	(37% of Starting Amount)
j) Current Anticipated Balance	\$2,864,417	(140% Remaining)

5) Requisitions (thru Pencil Req #32 for September 2022)

a) Total Completed to Date	\$103,361,799	(83.89%)
b) Retainage Withheld	\$4,789,932	(-)
c) Total Due to Date	\$98,571,866	
d) Total Paid to Date	\$96,575,511	
e) Total Current Payment Request	\$1,996,355	(Pencil Req #32)

6) Schedule

1. Exterior/Sitework:

- a. Sports lighting energized however issue with one set of lights where row is out.
 - i. Manufacturer to send reps to repair (Island Lighting)
- b. Loam & Seed work scheduled to complete this week
- c. Stone Install at West Side of track underway
- d. Paver crew onsite this week wrapping up south side pavers
- e. Site pole assembly ongoing, crane scheduled for next week to set poles

2. Demolition/Abatement

- a. 1960's building is completely demolished – foundation removal ongoing
- b. 1950's building is roughly half demolished. Foundation removal scheduled in 2 weeks.
- c. Gravel Haul-In has commence to remobilize site, due back in 2 weeks.

3. Auditorium

- a. Programming of the theatrical lighting scheduled for this week.
- b. Mezzanine Rail work wrapping up (with temp glazing).

- i. Architectural finish work around still underway
- c. Temp Yamaha IO device located for use for school theater performance 11/18-11/20 for digital mixing. Rest of audio system mostly complete.

4. WWTP

- a. Civil Defense/SFD Generator is in place and connected except for auto start function
 - i. CCC coordinating auto start with Milton CAT

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

CC subcontractors suspended second shift for next week. Need to gather some materials. Will be scheduled for November.

Mr. Thibault had issue with a JR Vinagro truck losing debris on highway. Subsequently he noticed a truck for Middleboro Recycling had not put its safety net up leaving site on 10/22/22 and expressed safety concerns.

Abutter Fence near WWTP bids confirmed. Install planned for spring 2023. A 6' high stockade fence of grey cedar planks with pressure treated posts was \$35K. For an extra \$5K they can do white vinyl. Mr. Rudert will ask for pricing to be held thru winter. Mr. Grosshandler preferred a wood fence because it will blend over time. Ms. Tuck wondered about homeowners viewing white plastic. Mr. Grosshandler suggested having panels go in front of the post because pressure treated posts will weather differently than stockade. Mr. Rudert will find out if that requires a price adjustment. Mr. Thibault suggested a strip under the fence be prepared, a two feet wide strip and put down weed block and dense pack to lessen maintenance needed. If area is wooded the strip not needed.

Mr. Slater asked if there is a highchair system that can be used underneath the fence posts to prevent direct contact between the posts and the earth. At the end of the day, wood rots per Mr. Rudert. He needs direction from SSBC if they want further engineering.

Chair said investigate whether better side of fence will face the abutter. Mr. Kopacz prefers flat side be on neighbors' side to prevent climb over.

Mr. Blessen said previous fencing was on school property, and lawn and seed is the finish going back to the limit of work (property line). Growth along the fence may be somewhat stunted because of large tree cover there. There will be maintenance of some kind whether it is natural or loam and seed.

From a cost and expedition perspective, metal poles will be considered by Mr. Rudert.

Town's position on pressure treated lumber in general something to consider.

Transfer Change Orders

Transfer Change Order 023T for review and approval. These were reviewed and approved by the change order subcommittee on 10/11/2022.

MOTION: Chair moved to approve Transfer Change Order 023T from October 12, 2022, totaling \$0 as presented. Seconded by Smith. Unanimously approved 10-0-0.

Microphone systems for theater are coming to the school in self-contained rack so it is usable in the black box and the auditorium. It will arrive programmed and no install needed. Staff will just need training per architect.

Mr. Gladstone pointed out project is very much within budget.

Warranty to be provided by Marvin Windows and the installer with respect to the wooden windows that required testing and field changes to prevent leakage is being negotiated. Once professionals reach consensus warranty will come back to SSBC.

Belay engineering was approved yesterday, and steel is in fabrication per Mr. Rudert.

Allocation of electric bills needed per Chair. Since turn over project has received electric bills for \$65k and \$95k. First is paid because Town Accountant concerned about late charges if not handled. Chair understood that these two relate to the electric meter that was installed in the new SHS. Some allocation needs to occur between school and construction. Chair suggested that \$95k would be paid by SSBC but that third party would determine electricity used in the operation of the education process so that can be reimbursed. Ellen Whitmore, School Director of Finance, agreed in principle via email that they should collaborate in cost to school, but also that CC electrical use needs to be handled as well. Mr. Thibault asked that typical electrical expenses for old SHS be presented. Energy consumption of new building is going to be significantly more than the old building.

Change Order Subcommittee Meeting

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

LIBRARY

No change in status. Mr. Gladstone looking for position of historical commission and whether it is tenable. Historical commission would like to have certain elements of the old building saved. Per Mr. Fair, only one rounded window has any value. Mr. Grosshandler suggested repurposing for landfill diversion.

ADJOURNMENT: Through omnibus motion the meeting ended at 8 pm.

These minutes were approved at the November 8, 2022 SSBC Meeting.