

Sharon Standing Building Committee

Zoom Meeting Minutes
Tuesday, November 8, 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 - present	Steve Smith -present	
Rick Rice -present	Roger Thibault -present	

SBC Attendees and Others

Julie Rowe – SBC – HS -present	Kevin Nigro – PMA – HS
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	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	
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.

A. ADMINISTRATION

1. Minutes

Minutes for review and approval were from the October 25, 2022, SSBC meeting.

MOTION: Chair moved to approve the minutes of October 25, 2022, SSBC meeting. Seconded by Tuck. Approved unanimously 11-0-0.

2. Invoices

Sharon HS project invoices were as follows:

- **Consigli Construction Co., Inc. Requisition No. 032 totaling \$1,921,016.85** dated 11.02.2022 for the period of

September 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 September 2022 is due fifteen days from today, 11.02.2022, the required submission date to the Town of Sharon for inclusion on the 11.08.2022 SSBC Meeting Agenda. Thus, payment of this Consigli Req. 032 for September 2022 is due Wednesday, November 16, 2022. Ms. Winthrop participated in the review.

FF&E Invoices:

- **FF&E:**
 - **TPC Turf Products invoice 1469259-00 dated 9.29.2022 APPROVED: \$29,968.75**
 - **TPC Turf Products invoice 1469231-00 dated 10.11.2022 APPROVED : \$51,539.20**

This FF&E PO/Order was not processed through Tappe/Stefura but directly through PMA. We reviewed receipt of all equipment with the Director of Facilities, Sharon Public Schools, who confirmed receipt of all equipment in good condition. That email correspondence, along with a PMA Approval Cover Memos are included with the invoice backup for both invoices.

Misc. Invoice:

- **Portland Pottery Supply invoice 396156 dated 10.12.2022 totaling \$352.50.** This is for moving only of the kiln from the old high school to the new high school. PMA has reviewed this invoice and per our note on the invoice itself recommend approval.

MOTION: Omnibus motion by Chair to approve invoices as listed above for a total of \$2,002,877.30. Seconded by Slater. Unanimously approved 11-0-0.

Library project invoices were as follows:

- **Mead, Talerman, & Costa LLC invoice 13046 totaling \$2,884.95 dated 10.18.2022**

MOTION: Chair moved to approve Mead, Talerman, & Costa LLC invoice 13046 totaling \$2,884.95 dated October 18, 2022. Seconded by Tuck. Unanimously approved 10-0-0.

B. LIBRARY PROJECT

Chair updated status of library litigation appeal of ZBA approval. Attorney Brian Winner filed a motion for summary judgement. He has attacked defendant's standing as an aggrieved person under the law. They have 30 days to respond.

C. 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	\$183,516	<i>(Recommended by SSBC Change Com.)</i>
b) Submitted Changes	\$378,403	<i>(Under review by the Team)</i>
c) Potential Changes	\$205,143	<i>(Not yet submitted)</i>
d) Total Not Approved	\$583,546	<i>(sum of b & c)</i>
e) Total Potential Changes (incl. tent. approved)	\$767,062	<i>(sum of a, b & c; 0.63% of GMP)</i>

3) CM Contingency

a) Beginning Amount	\$2,099,210	
b) Amount from Savings from Buyout	\$524,800	<i>(Max. Per Contract)</i>
c) Current Amount	\$2,624,010	
d) Requests Against Contingency		
i) Approved	\$1,096,642	
ii) Tentatively Approved	\$2,490	<i>(Approved by the Team)</i>
iii) Pending	\$220,160	<i>(Potential & Submitted)</i>
iv) Total Transfers	\$1,319,292	<i>(65% of Starting Amount)</i>
e) Current Anticipated Balance	\$1,304,718	<i>(64% 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	\$562,214	
ii) Tentatively Approved	\$30,682	<i>(Approved by the Team)</i>
iii) Pending	\$197,450	<i>(Potential & Submitted)</i>
iv) Total Transfers	\$790,346	<i>(37% of Starting Amount)</i>
j) Current Anticipated Balance	\$2,823,100	<i>(140% Remaining)</i>

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

a) Total Completed to Date	\$103,282,495	<i>(83.89%)</i>
b) Retainage Withheld	\$4,785,967	<i>(-)</i>
c) Total Due to Date	\$98,496,528	
d) Total Paid to Date	\$96,575,511	
e) Total Current Payment Request	\$1,921,017	<i>(Req #32)</i>

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. Site pole assembly ongoing, crane scheduled for next week to set poles

2. Demolition/Abatement

- a. Building Demolition Complete except auditorium, library and gym.

- b. Foundation Removal ongoing, abatement currently working on below slab plumbing
- c. Gravel Haul-In has commenced, expect site contractor back in 2 weeks.

3. Auditorium

- a. Programming of the theatrical lighting substantially complete, some punchlist items to work out.
- b. Mezzanine Rail work wrapping up with temp glazing, permanent scheduled for installation on 11.15.2022.
- c. Temp Yamaha IO device to be installed Thursday & Friday with further audio training.

4. WWTP

- a. Milton CAT was onsite Friday and completed generator installation/repair
- b. Team scheduling recommissioning/startup coordination meeting now that all individual parts confirmed complete.

5. Punchlist

- a. Second shift has recommenced, CCC anticipates substantial completion of punchlist by Thanksgiving (and once again suspending second shift at that time).

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

Chair requested a reference to vendors that are receiving a release of retainage and the value. Mr. Rudert agreed to provide. Thus far, 50% reduction to structural steel and early package demo contractors had been released to date.

OAC meeting today included discussion of the costs of the WWTP generator and how to monitor the diesel. It will burn fuel during the weekly exercise activities. Civil Defense generator was needed to begin demo of the meter that supported the existing generator. Need a plan to be able to refuel if there is an emergency need to run the temporary generator. There is no date for reinstallation of the existing generator, is in gas company's hands currently.

8) Change Orders

- a) Change Order 024 and Transfer Change Order 024T are up for review and approval by the full SSBC. These changes were approved by the Change Order Subcommittee on 10/25/2022.

PMA is keeping track of all the change orders and assigning responsibility for things that were omitted or incorrect, etc. so SSBC has a sense of what they might want to do, if anything, at the end of the job.

MOTION: Chair moved to approve Change Order 024 the amount of \$183,516 dated November 2, 2022. Seconded by Slater. Unanimously approved 11-0-0.

MOTION: Chair moved to approve Transfer Change Order 024T in the amount of \$0 dated November 2, 2022. Seconded by Mr. Smith. Unanimously approved 11-0-0.

9) FF&E and Technology Update

- a) Review latest additional FF&E request from SHS
- b) Review latest FF&E budget and updated pricing received for additional FF&E items.

Two letters from Superintendent requested items for chemical storage room and for potential additional FF&E. Additional FF&E will be reviewed by Tappe, Stefura, Consigli, the School Administration to determine whether these are punch list items or new items, or whether or not the items are delivered yet.

Chemical storage room needs some work for safety reasons. Chair asked that Tappe and Consigli work with Ms. Burke so that what is needed for this room is ready for discussion at the next SSBC meeting.

Mr. Gulino showed FFE and Technology Schedule which is currently \$318,137.39 over the combined tech and furniture budget. Current contingency is around \$16M.

Kittridge invoices were circulated and there are many different opinions. SSBC previously agreed to a \$17K list for kitchen. The PO was created for \$24K. Chair suggested SSBC pay \$17K and schools should pay the difference. There is an unpaid invoice \$12,616.26. Member asked what is the procedure for approving POs? Asked whether the amount is reviewed and approved prior to signing the PO. Chair acknowledged that Kittridge PO was signed in error.

MOTION: Ms. Benjamin motioned to approve a total invoicing to Kittredge for \$24,758.20. Seconded by Ms. Tuck. Unanimously approved 11-0-0.

Freedom of Information Act (FOIA) requests were received. PMA, Consigli, and Chair had a discussion yesterday and they will be searching their records to provide the information as required by law. One related to a concern from when hot lunches had not started (they have been serving hot lunch for two weeks now). Most have to do with the kitchen. One is regarding flags.

Mr. Richards noted signage at front of building is difficult to read. This is under consideration by the architect already.

ADJOURNMENT: Through unanimous consent the meeting ended at 7:20 PM.

These minutes were approved by SSBC members at the 11-22-22 SSBC meeting.