

## Sharon Standing Building Committee

Zoom Meeting Minutes

Tuesday, March 14, 2023

### SSBC Members

Gordon Gladstone, Chair -present	Mike B. Martin -present	Rick Rice -present
Matt Grosshandler, Vice Chair-present	Marty Richards -present	Colleen Tuck -present
Matt Baldassari -present	Roger Thibault -present	Sara Winthrop -present
Deb Benjamin -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
Emily Burke – Acting HS Principal, SBC	Chris Carroll – PMA
Tony Kopacz – SPS – HS -present	Eric Lowther – PMA
Timothy Chouinard - DPW	Chris Sharkey – Tappe – HS
Peter Botelho -- Superintendent	Chris Blessen – Tappe – HS
Carolyn Weeks –LBC -present	Tim Ericson – Consigli – HS
Cheryl Weinstein – Library -present	Chandler Rudert – Consigli –HS
LeeAnn Amend – Library -present	Kyle Raposo – Consigli – HS
Drayton Fair – LLB – Library –present 7:30 PM	Mike Winters – Consigli – HS -present
Brian Valentine – LLB – Library -present 7:30 PM	Ryan O'Neil – Consigli
Joe Sullivan - CHA- Library- present 7:30 PM	Kristy Lyons – Consigli – HS
Kayla Gallo - CHA – Library – present 7:30 PM	
Eric Hooper - DPW	

### Open the meeting

The Chair read from the script from Town Administrators Office regarding the remote meeting. The meeting opened at 6:36 PM.

#### **A. ADMINISTRATION**

##### **1. Minutes**

Minutes for review and approval included February 28, 2023, SSBC meeting.

**MOTION:** Chair moved to approve the minutes of February 28, 2023, SSBC meeting. Seconded by Richards. Unanimously approved **(11-0-0)**.

##### **2. Invoices**

Invoices for review and approval at the 3.14.2023 SSBC meeting for the Sharon HS project are as follows:

- **Consigli Construction Co., Inc. Requisition No. 036 totaling \$991,285.80 dated 3.08.2023 for the period of January 2023:**

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 January 2023 is due fifteen days from today, 3.08.2023, the required submission date to the Town of Sharon for inclusion on the 3.14.2023 SSBC Meeting Agenda. Thus, payment of this Consigli Req. 036 for January 2023 is due Wednesday, March 22, 2023.

- **Tappe Architects, Inc. invoice 230206 totaling \$115,000.00 dated 2.28.2023 for February 2023. This invoice includes the following:**
  - \$115,000.00 for Close Out Phase Fee billed per Tappe's Contract Amendment No. 002 dated 11.19.2019 and the 2.27.2023 revised (from initial version dated 12.02.2019) DD through Close Out Fee Draw Down Schedule. This revised billing draw down accounts for current project status. A comparison matrix has been included as backup with Tappe's invoice.

**PMA has reviewed this invoice and we are recommending payment by the Town of Sharon.**

- **PMA invoice 04200.00-58 totaling \$101,038.00 dated 3.07.2023 for the period of February 2023.** 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 \$6,435.00:
    - Infra-Red Building and Power Services, Inc. Inv. 12K22 dated 2.09.2023: Requested Power Quality Testing/Analysis.

#### **Retainage release letter**

- a. Review retainage release letter for contractors completed with their contractual obligations seeking full release of their retainage. H Carr and Sons for \$60, 299.37; Mak Electric for \$3,742.41

## **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	\$2,160,666	(CO 1-29) (1.60%)
g) Current GMP Amount	\$123,676,914	

#### **2) Change Orders Not Approved**

a) Tentatively Approved	\$0	(Recommended by SSBC Change Com.)
b) Submitted Changes	\$346,041	(Under review by the Team)
c) Potential Changes	\$465,655	(Not yet submitted)
d) Total Not Approved	\$811,696	(sum of b & c)

e) Total Potential Changes (incl. tent. approved) \$811,696 (sum of a, b & c; 0.76% 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	\$1,266,938	
ii) Tentatively Approved	\$0	(Approved by the Team)
iii) Pending	\$182,821	(Potential & Submitted)
iv) Total Transfers	\$1,449,759	(69% of Starting Amount)
e) Current Anticipated Balance	\$1,174,251	(57% 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	\$725,025	
ii) Tentatively Approved	\$0	(Approved by the Team)
iii) Pending	\$98,270	(Potential & Submitted)
iv) Total Transfers	\$823,295	(40% of Starting Amount)
j) Current Anticipated Balance	\$2,790,151	(137% Remaining)

### 5) Requisitions (thru Final Req #36 for January 2023)

a) Total Completed to Date	\$108,415,991	(87.74%)
b) Retainage Withheld	\$4,774,845	(-)
c) Total Due to Date	\$103,641,146	
d) Total Paid to Date	\$102,649,860	
e) Total Current Payment Request	\$991,286	(Req #36)

### 6) Schedule

1. Exterior/Sitework:
  - a. Downspout Drainage per CCD completed on Friday.
  - b. Site concrete in A/B courtyard schedule for placements on 3/23 & 3/28
  - c. Leaning Rail concrete install next week to prep for rail installation week of 3/27. Near snack bar viewing game field. For viewing game and resting a drink down, etc.
  - d. Electrical conduit for site lighting & Cameras underway. School administration prefers switch for lighting of flag over solar option that would be on all night.
  - e. Paving is still scheduled for week of 4/17 including temp striping & signage.
  - f. Subgrading of softball field and tennis courts ongoing
2. WWTP
  - a. CCC is working with SHS on existing heating unit, temp unit installed in meantime.

b. Last piece of equipment for treatment system has been put in place.

3. Punchlist

- a. There are 15 items still open in the building. This work includes the following:
- i. Misc. HVAC and Electrical Field Reports
  - ii. Caulking @ Glass Enclosures
  - iii. Correct Wood Doors @ two science rooms
  - iv. Zen Garden Below Stair 1
  - v. Exterior Signage Touch Up (To be completed in warmer weather).
  - vi. Seal @ Metal Panel
  - vii. Signage for Fire Protection Control Valve

**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

Member asked for reassurance that 8/1/2023 was true final date for substantial completion phase 3. Mr. Rudert noted there may be some punchlist items, plantings and grass may still be in process due to the planting season but equipment and workers should be off the properties. Hoping for nice weather.

Ms. Crosby, 6 Condor Road, asked about ADA compliance with the doorways including height of wave technology, signage to indicate handicap entrances, and whether wave is working for exiting building when doors are locked. Mr. Rudert explained temporary solution in place. Surface mounted boxes lower handicap waves for temporary conditions on the north side. Third condition is an operational item. Mr. Rudert said signage was up except doesn't yet have braille signage in RFP. Ms. Crosby responded that there is no signage on the outside buttons on either side, no signage indicating that those are handicap entrances, both required under ADA. Chair asked Mr. Blessen to see what is required and issue a CCD to Mr. Rudert to get it done.

**1. Additional FF&E Request Update in letter from Dr. Botelho**

- Request a TomCat Voicelift system for the teaching area of the library media center.
- Request the light sensor changed to a light switch in the film changing room (the room at the end of the hallway near the dark room)

Mr. Gulino said requests from School department will be priced and brought to the full committee for review and approval.

**2. Substantial Completion**

Project team to review the final Certificate of Substantial Completion letter for the new Sharon High School (building only). Work from Phase 1 – New Sharon High School – not completed items listed in “Substantial Completion – Remaining Work Narrative” dated January 10, 2023, reviewed by Mr. Gulino.

Chair asked if HVAC warranty start date of August 25, 2022, was reasonable? Mr. Rudert said they can't deny that the

owner had a year of run time. But control sequences won't be accepted until after the conditioning is completed.

WWTP work after 12/20/23 considered new work or troubleshooting things like a clogged pipe. All the scope CM owned was completed by 12/20/23 date, plant was operational, and owner was getting beneficial use of the space, so that is commencement of the warranty per Mr. Rudert.

Chair asked Mr. Nigro if PMA was recommending signing of AIA document with dates that have been include? Mr. Nigro agreed with signing the substantial completion document and the Remaining Work Narrative addendum. Mr. Nigro and Mr. Rudert will follow up offline with some warranty considerations.

**MOTION:** by chair to authorize acceptance of substantial completion document as presented and authorize the chair to sign as the owner. Seconded by Winthrop. Unanimously approved 11-0-0.

Member asked if translucent sheets on guidance glass were happening? Yes, pricing approved per Mr. Rudert. Locks on first-floor glass doors in Admin. area and one classroom in place? Architect working on solutions for admin, counseling, and currently verifying with the contractor that solution will work with access control system, so matter of getting parts at this time.

Town took building over August 25, 2022, and now in seventh or eighth month of occupancy. Chair thinks it would not be improper for SSBC to suggest to the administration that absent things that impact safety and security, SSBC should be substantively done with additional changes. Mr. Kopacz mentioned need for conversation with Mr. Rudert about the dark room. But substantively Chair wants to turn the contractor off regarding building specifically, not parking lots and ongoing field work.

### **C. LIBRARY PROJECT**

#### **Library Project Budget Vote**

Chair noted that judge issued summary judgement in favor of the SSBC. Permits cannot be obtained until 30-day appeal period ends. Schedule calls for GC bids to be due on April 13, town meeting is May 1, so gives about 2 weeks after town meeting to enter a binding contract with a winning contractor – that assumes favorable results at town meeting for the additional funding. Project can't go forward without favorable funding. Chair wanted to discuss SSBC's willingness to go into bid process to meet the MBLC deadline despite this. There is also a perception that if successful in getting additional funds at town meeting, MBLC may be willing to grant an extension to negotiate with a contractor, but nothing in writing on this point.

There is activity by ten MA libraries in some process of construction that are looking for state legislature to provide additional funds given run up in construction costs projects have experienced. Chair noted that funds for this purpose were included in the Governor's currently unpassed budget.

Brian Valentine, newly appointed LLB project manager (replacing Jeff Porter who left LLB), introduced to committee. He is currently finishing up Marlboro library and previously worked on Franklin library.

Ms. Weinstein noted that appeal period will end before town meeting.

Walk thru is for any contractor thinking of looking at the job can review the site to see existing conditions and become familiar with the site.

Ms. Amend said ten or twelve library directors have been working with the legislature and she just heard that members of the Ways and Means Committee and members of the Library Legislative Caucus met with Governor Healy and asked if she would carry the extra 10% in her budget. She indicated that she would be happy to do so. Looked very favorable that \$2.49 million may become available to the Town of Sharon in late July.

Kayla Gallo, Asst. Project Manager for CHA, showed Sharon Public Library – CHA budget 3.14.21 document. Mr. Sullivan reviewed budget. Largest increase in total budget was construction costs. \$24,347,925.06 current budget, previous was \$18M. Chair said escalation was reviewed and consulted with others to support the % and increases CHA would like to incorporate into the budget. Chair asked if members would like more time to review this budget prior to vote to approve?

**MOTION** by Chair to approve a budget of \$24,347,925.06 Seconded by Tuck. **Discussion:**

Member clarified that approve a budget still need to go to town meeting for approval and until we enter a binding contractor with the contractor for a number that fits within our budget.

**MOTION:** by Chair to approve a budget of \$24,347,925.06 Seconded by Tuck. Approved 10-0-0 (including Weinstein. No Thibault due to power outage in his neighborhood at 7:50 PM).

Chair asked members with expertise review OPM contracts to review the proposed Library OPM contract and weigh in. Mr. Martin will receive a copy.

Chair discussions with Finance Director and Town Administrator to try to figure out how the \$6.3M is going to be funded. Additional funds from the state unlikely to be confirmed until after Town Meeting -- likely late July.

#### **E. ADJOURNMENT**

Through unanimous consent the meeting ended at 8 pm.