

## Sharon Standing Building Committee

### Meeting Minutes

Tuesday, May 23, 2023

#### SSBC Members

Gordon Gladstone, Chair -present	Mike B. Martin –present 6:57 PM	Rick Rice - present
Matt Grosshandler, Vice Chair -present	Marty Richards -present	Colleen Tuck -present
Matt Baldassari -present	Roger Thibault-present	Sara Winthrop
Deb Benjamin		

#### 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
Emily Burke – Acting HS Principal, SBC -present	Chris Carroll – PMA
Tony Kopacz – SPS – HS -present	Eric Lowther – PMA
Timothy Chouinard – DPW -present	Chris Sharkey – Tappe – HS
Peter Botelho -- Superintendent	Chris Blessen – Tappe – HS -present
Carolyn Weeks –LBC -present	Tim Ericson – Consigli – HS
Cheryl Weinstein – Library -present	Chandler Rudert – Consigli –HS -present
LeeAnn Amend – Library - present	Kyle Raposo – Consigli – HS
Drayton Fair – LLB – Library -present	Mike Winters – Consigli – HS -present
Brian Valentine – LLB – Library -present	Ryan O’Neil – Consigli
Joe Sullivan - CHA- Library- present	Kristy Lyons – Consigli – HS
Kayla Gallo - CHA - Library	
Eric Hooper - DPW	

#### Open the meeting

The Chair noted that the meeting was being held remotely consistent with MA laws.

The meeting started at 6:34 PM.

#### **A. ADMINISTRATION**

1. **MINUTES** for review and approval include May 9, 2023, SSBC meeting.

**MOTION:** Chair moved to approve the minutes of May 9, 2023, SSBC meeting. Seconded by Tuck. Unanimously approved 8-0-0.

#### **2. INVOICES**

- **Consigli Construction Co., Inc. Requisition No. 038 totaling \$2,827,224.88 dated 5.02.2023 for the period of March 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 March 2023 is due fifteen days from today, 5.17.2023, the required submission date to the Town of Sharon for inclusion on the 5.23.2023 SSBC Meeting Agenda. Thus, payment of this Consigli Req. 038 for March 2023 is due Wednesday, May 31, 2023.

- **Tappe Architects, Inc. invoice 230404 totaling \$115,769.51 for April 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 DD through Close Out Fee Draw Down Schedule.
  - \$ 769.51 reimbursement (no markup included) for American Flag installation hardware to expedite flag installation.

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

- **PMA invoice 04200.00-60 totaling \$98,396.35 dated 5.09.2023 for April 2023.** This invoice includes the following backup:
  - 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 \$3,793.35:
    - UTS of Massachusetts Inv. 105407 dated 4.28.2023: Required 3<sup>rd</sup> party construction testing provided in March, April and May 2023.

**Please advise if you require any additional information related to this PMA April 2023 invoice.**

**OMINBUS MOTION:** by Chair to approve Consigli Construction Co., Inc. Requisition No. 038 totaling \$2,827,224.88 dated 5.02.2023 for the period of March 2023; Tappe Architects, Inc. invoice 230404 totaling \$115,769.51 for April 2023; PMA invoice 04200.00-60 totaling \$98,396.35 dated 5.09.2023 for April 2023 for a total of \$3,041,390.74. Seconded by Tuck. Unanimously approved 8-0-0.

#### **IT Invoice**

- **ProAV Systems invoice 42306 dated 5.15.2023 APPROVED: \$140,437.50**

Invoice has required Approval Cover Memo.

#### **FF&E Invoices**

- **Hertz Furniture invoice 688372 dated 1.30.2023 BALANCE APPROVED: \$177.10**
- **Hertz Furniture invoice 688372-2 dated 4.20.2023 APPROVED: \$247.98**
- **Hertz Furniture invoice 688381-2 dated 4.20.2023 APPROVED: \$5,113.00**
- **Flinn Scientific invoice 2835927 dated 2.08.2023 BALANCE APPROVED: \$45.36**
- **Flinn Scientific invoice 2839097 dated 2.16.2023 BALANCE APPROVED: \$50.40**
- **WB Mason invoice 236997280 dated 3.15.2023 BALANCE APPROVED: \$4,727.04**
- **WB Mason invoice 237990828 dated 4.25.2023 APPROVED: \$447.23**
- **Union Office Interiors invoice 59942 dated 4.27.2023 APPROVED: \$34,924.00**
- **Full Spectrum Laser LLC invoice BC185847 dated 3.29.2023 BALANCE APPROVED: \$1,490.50**

All FF&E invoices have the required Approval Cover Memos.

**MOTION:** Chair made omnibus motion to approve \$187,660.11 in invoices listed above. Seconded by Tuck. Unanimously approved 8-0-0.

### **B. HIGH SCHOOL PROJECT**

#### **High School Project Utilities**

Discussions are ongoing regarding allocation of electricity bill between the HS project and the School Department. The School Administration and HS need to fairly split the utility bill for a period starting at the end of July throughout project per Ms. Rowe. Mr. Gladstone wished to collect data and not go to charts tonight. Ms. Rowe suggested anyone with questions email her.

## 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	\$2,437,818	(CO 1-32) (2.00%)
g) Current GMP Amount	\$123,982,457	

### 2) Change Orders Not Approved

a) Tentatively Approved	\$84,161	(Recommended by SSBC Change Com.)
b) Submitted Changes	\$193,084	(Under review by the Team)
c) Potential Changes	\$955,233	(Not yet submitted)
d) Total Not Approved	\$1,148,317	(sum of b & c)
e) Total Potential Changes (incl. tent. approved)	\$1,232,478	(sum of a, b & c; 0.78% 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	\$1,282,529	
ii) Tentatively Approved	\$0	(Approved by the Team)
iii) Pending	\$302,244	(Potential & Submitted)
iv) Total Transfers	\$1,584,773	(75% of Starting Amount)
e) Current Anticipated Balance	\$1,039,238	(49% 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	\$728,720	
ii) Tentatively Approved	\$4,963	(Approved by the Team)
iii) Pending	\$46,548	(Potential & Submitted)
iv) Total Transfers	\$775,268	(38% of Starting Amount)
j) Current Anticipated Balance	\$2,770,213	(135% Remaining)

### 5) Requisitions (thru Req #38 for March 2023)

a) Total Completed to Date	\$109,873,552	(88.24%)
b) Retainage Withheld	\$2,298,945	(-)
c) Total Due to Date	\$107,574,607	
d) Total Paid to Date	\$104,747,382	
e) Total Current Payment Request	\$2,827,225	(Req #038)

### 6) Schedule

1. Exterior/Sitework:
  - a. South Lawn
    - i. All footings complete for retaining walls

- ii. Placement of 1<sup>st</sup> section of colored retaining walls occurred today 5/23/23
    - iii. Amphitheatre seating will begin being formed next week
  - b. Softball Field
    - i. Irrigation lines ongoing
    - ii. Foul pole install ongoing this week.
    - iii. Wind screen install began this week and will be ongoing
    - iv. Loam install to begin in the next few weeks
  - c. North Plaza – Mr. Rudert said goal is to have this area wrapped up for graduation.
    - i. Began prepping for concrete install yesterday
    - ii. Concrete placement #1 4/30/23
    - iii. Sand base layer install beginning Thursday for pavers
  - d. Tennis Courts
    - i. Top coat scheduled for June 12<sup>th</sup> then they need to off gas before surfacing put down. Will check to make sure no puddling prior to surfacing.
  - e. Misc.
    - i. Asphalt walkways scheduled for binder coat June 7<sup>th</sup>
2. WWTP
- a. Gas meter has been installed at the WWTP, and the gas service has been relocated by Eversource. Troubleshooting some flows they are seeing when it rains to see if a cover might not be seated properly or something per Mr. Rudert.
3. Punchlist
- a. There are 4 items still open in the building. This work includes the following:
    - i. 1 Item from HVAC Field Reports
    - ii. Caulking @ Glass Enclosures – for summer break
    - iii. Exterior Signage Touch Up soon. Weather good now trying to coordinate with other sign touch up.
    - iv. Fume Hood Closure -for summer break

## 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	

Project holding to the August 1 deadline for parking lots and fields currently.

ADA signage has been added as directed.

## 8) Items to Review

- a) Owner Change Order #033

Score Board upgrades CR-126 being reimbursed by Sharon Boosters for some additional upgrades for both the gym and softball scoreboards. The field scoreboard has already been approved by the committee. Football field was just for adding advertising panels.

**MOTION** by Chair to approve Change Order 033 in the amount of \$75,028.00. Seconded by Tuck. Unanimously approved 9-0-0 (Martin joined at 6:55 PM.)

- b) Transfer Change Order #033T

**MOTION** by Chair to approve Change Order 033T in the amount of \$0. Seconded by Rice. Unanimously approved 9-0-0.

### **Pricing for Harmonic Testing**

There are seven meters to be installed for harmonics testing. The cost is \$18,204.00. This covers the full distribution system to help Consigli narrow down what potential problems could be. This has been coordinated and requested by Andy Farrer, Director of IT, due to concern about equipment damage over time per Mr. Rudert.

**MOTION** to approve CR 320 in the amount of \$18,204.00. Seconded by Rice. Approved 9-0-0.

### **Turnaround for Vans**

School Administration requested that there be modifications made on the Pond Street side of the classroom wings to allow SPED vans to enter from Beach St., access that road, go up far enough to turn around so they can discharge students at a door in very close proximity to the busses and discharge on the right side. There was discussion at the OAC meeting today regarding less costly alternatives. Quote from Vinagro to do the work which has been vetted for the most part by project team amounts to \$262,568, not including approximately \$20K in landscape changes. So, looking at change order for about \$280K. After a long discussion with contractor, architect, OPM, Meg Dussault, and Emily Burke, impact of timing because if any alternative decided appropriate, there would've been a delay of two weeks to a month to get things going.

**MOTION:** Chair asked committee to give contractor the authorization to go forward with creating the round-about bus loop for an amount not to exceed \$300k including landscaping. Seconded by Richards. Approved 9-0-0.

Member confirmed it was the same turn-around as reviewed at the last meeting.

## **C. LIBRARY PROJECT**

### **1. Discussion of contract bids**

One bid was received for the library project. Joe Sullivan, CHA, worked with M. O'Connor Contracting Inc. on many large projects successfully over the last six years. He is currently working with them on two projects, some delivery issues but working through them now.

The Chair had conversations with Chair of Library Trustees, Cheryl Weinstein, because construction bid was \$19,137,000 and SSBC had been carrying \$17.7M, which brought contingency down to about \$800K. To feel secure with contingency to enter a contract Ms. Weinstein removed loose furnishings \$500,000; computers \$60,000; and A/V \$30,000 to cut \$590,000 from the furnishings budget. Mr. Sullivan reviewed fee structure at CHA and consolidated some items to reduce cost by \$44k and Drayton Fair reduced cost by \$16K. Landscaping removed \$50K.

Sum of all the changes would leave a contingency going in of almost \$1.6M on a contract of \$19,137,000.

Either can approve project tonight or likely would not have enough time to meet MBLC's deadline and would in all probability forfeit the grant.

Ms. Amend noted \$773,916 additional awarded from MBLC. The chair said that only goes to funding sources. Just means the town uses less free cash for the library. Some libraries were unable to meet their LEED certification, so MBLC may decide on June 1 to distribute the remaining fund amount projects currently being built. The chair

clarified that anything from MBLC will be used for construction cost but won't increase the project budget.

Grant extension request on agenda for MBLC meeting on June 1. Time needs to be clarified. Mr. Sullivan can likely attend.

If the contract can't be signed by the end of June, Mr. Sullivan can explain why. But Mr. Sullivan said they need to have a building permit by the end of June because the code changes in July.

M O'Connor needs to get their documents in order, Town counsel and contractor's counsel need to agree on contract, once a notice to proceed has been issued, Mr. Sullivan can expedite that process.

M O'Connor would need to request the building permit. A demo permit is not the same as a building permit.

Ms. Weinstein asked whether it is worth pursuing extension from MBLC if plan is to get this done by June 30? Mr. Sullivan said more for transparency that we have a bid, also a place holder. The notice to proceed expedites the application for permitting. Mr. Fair will need to release CAD and have a construction set of drawings available to them drawings to apply for permit.

Mr. Rice asked that our designer and OPM fill out the permit application to the greatest extent possible so the only waiting for the contractor after they sign is their workers comp..and attendance logs. Don't wait for the construction contractor to ask you for the permit so he fill it out so you can get signatures from engineers of record (EORs).

The chair sent an email to town counsel asking why the demolition permit has not yet been issued. Historical Commission has not held its meeting within the time permitted in bylaw. Mr. Sullivan noted that Chrystal at M. O'Connor Contracting Inc. and she can apply the same day the permit is issued if MLBC has received construction documents ready to go for submission.

Mr. Fair needed a couple of weeks to get documents together.

**MOTION:** by Mr. Rice that the SSBC vote to award the contract for construction of a new library at One School Street in the amount of \$19,137,000 to M. O'Connor Contracting Inc. and that CHA, owners contract manager, begin the contracting process with M. O'Connor Contracting Inc. Seconded by Richards. Approved 9-0-0.

Ms. Amend noted that the Governor's capital budget may include some additional library funding. She will need to request a second payment in early June. Any LEEDS funding will come off final payment, she will know after June 1 meeting.

Ms. Weinstein asked if OPM would continue with Town website updates to the project. OPM would need the town to approve anything OPM would post.

Ms. Amend needed Mr. Sullivan to meet with MBLC on June 1 at 2 PM. He will put it on the calendar. The Chair asked to be copied on all MBLC emails from Ms. Amend.

OPM contract is in the hands of town counsel currently.

## **F. ADJOURNMENT**

Through unanimous consent the meeting ended at 7:52 PM.