

**Sharon Standing Building Committee
Sharon Town Hall
90 South Main Street
Sharon, Massachusetts 02067**

**SSBC Meeting Minutes
6/11/19**

SSBC Members

Gordon Gladstone, Chair	Marty Richards	Colleen Tuck
Deb Benjamin, Vice Chair	Richard Slater	Sara Winthrop
Matt Grosshandler	Steve Smith	
Rick Rice	Roger Thibault absent	Matthew Baldassari (TH)

SSBC Attendees and Others

Joe Sullivan - DPI	Kevin Paton - BKA
John Hobson - Colantonio	John Sayre - Scibona - OPM
R. Drayton Fair - Architect	LeeAnn Amend - Library
Carolyn Weeks - Library	

Administration

- The meeting of the SSBC was called to order by Chair Gladstone at 8:12 PM at the Public Safety Building.
- Future scheduled meetings: 6/25

Public Safety

No discussion

Town Hall

- WB Mason Contract- Ms. Winthrop moved to approve the contract and Mr. Richards seconded approval. The Committee voted unanimously for approval.
- Regarding the chair for the meeting room, the Committee overruled Chair Gladstone and the proposed chair that was proposed will be ordered with WB Mason.
- Change Order 6- reviewed by Joe Sullivan for the behalf of the committee but, was previously reviewed and approved by the change order committee. Motion to approve Winthrop/Smith. The Committee voted unanimously to approve.
- Ms. Benjamin reminded the OPM that the SSBC committee members would like a summary of any change order the meeting prior to the expectation of a motion to approve.
- Colantonio-summary of milestones as on handout was presented.
- Joe Sullivan provided a DPI update.
- Steve Smith confirmed by the documents that the contaminated soil was disposed and we are waiting for the manifest.
- SPSB- Hyper heat- Electrical bid was high so he will do the work locally. Snowden will do the project with the local electrician.
- Chair Gladstone asked if the existing subcontractor has any issues with a different electrician. The response was that there would be no issues with a different electrician.

Library

- Mr. Fair discussed proposed schedule and contracts, and prior invoices.
- Mr. Smith asked how do we deal with invoices for interim work? These are separate and have not been included in the original estimate and not included in the proposed contract moving forward.
- \$36K has not been included in the project budget.
- Contracts need a bit of discussion to include the experienced members of the committee.
- Mr. Sayre said there is about \$48K in the budget based on the proposals that are being presented to date.
- Mr. Rice said the fee seems reasonable given the route that the project has taken.
- Discussion of who will carry, as a pass thru, the hazmat and the commissioning. It was suggested that the architect carry hazmat and OPM pick up commissioning. Instead leave the commissioning agent as independent but the OPM will help to choose and manage the agent.
- Discuss the base fee – Mr. Rice says that it is not unreasonable with the scope of the project. It should reflect the level of effort and not a % of the project.
- Mr. Sayre- there also should be consideration with the effort that went into getting to this point.
- Mr. Grosshandler- seems a good range- is budget on track? Yes
- Mr. Rice- request a second reconciled estimate as an independent estimate- the OPM will pick up the estimator. What phase have we completed? High conceptual
- Mr. Sayre would like to see an early estimate and then later in the project (3). It is a 5-year-old estimate. Chair Gladstone agreed.
- Mr. Smith said accept the fees for the “gap” period but, rewrite the proposal into the contracts to be kept on track in one place.
- Mr. Grosshandler moved and Mr. Smith seconded the motion to approve the Architect proposal and include the price for the estimates and roll them both into the final contracts for the project. The Committee unanimously approved
- Mr. Smith moved and Mr. Grosshandler seconded the motion to approve the OPM proposal to include the price for the estimates and roll them all into the final contract for the project. The Committee unanimously approved.
- Design Bid Build- we may not see the contractor at the meetings.
- Is there any benefit to award a separate demo contract for the library? Either way. But not a compelling reason to separate.
- Mr. Grosshandler said there is benefit to the contractor starting on a clean site.
- Mr. Sayre- early demo will have two sets of contracts, etc.
- Mr. Baldassari said having it be one contractor eliminates ownership issues.
- Proposed a 26-month project timeline = August 2021.
- Select Board is talking to the neighbor of the Library proposed buildout. Expected time to resolution - September. Architect can work on the interior design. If there is a purchase, that would require a vote.
- Neighbors- formation of a neighborhood advocacy group. Do you think that there will be an impact? The Trustees will help the neighbors and advocate for their concerns- height of the building? They will make sure that the project does not increase height... ensure that their concerns are heard.
- Next steps- talk to the users and the trustees.

- Ms. Amend said there is a monthly report to the state- design is approved by the MBLC, drawings of specific spaces and will put the staff on each of the spaces. Linear feet for shelving that will come from the old library.
- When do we estimate to start construction? Spring of 2020.

Minutes

Mr. Smith moved and Ms. Winthrop seconded the motion to approve the minutes 5/28/19. The Committee voted unanimously in favor of approval.

Ms. Winthrop moved and Mr. Richards seconded the motion to approve the minutes 6/4/19. The Committee voted unanimously in favor of approval.

Invoices

Mr. Grosshandler moved to approve the minutes and Mr. Smith seconded the motion. The committee voted unanimously in favor of approval.

Colantonio- \$602,367.37

BKA - \$21,546.00

DPI - \$14,000.00

Adjournment

Through unanimous consent, the meeting adjourned at 9:45PM.

Attachments

Daedalus Progress Summary June 6, 2019

Colantonio meeting update 6/11/19

Change Order #6 \$12,034.78

Submitted:

Rachelle Levitts

Sharon Standing Building Committee

(Gordon Gladstone) Signature of Chair

Date of Acceptance