

Sharon Standing Building Committee
Meeting Minutes
March 31, 2020

SSBC Members

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|--------------------------|----------------|---------------------------|
| Gordon Gladstone, Chair | Marty Richards | Colleen Tuck |
| Deb Benjamin, Vice Chair | Richard Slater | Sara Winthrop |
| Matt Grosshandler | Steve Smith | Ken Wertz – SPS |
| Rick Rice | Roger Thibault | Matthew Baldassari – Town |

SBC Attendees and Others

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|--|---------------------------------------|
| Emily Burke - SBC | Kevin Nigro - PMA |
| Amy Garcia – SBC | Matt Gulino - PMA |
| Victoria Greer - SBC | Chris Blessen - Tappe |
| Tony Kopacz | Chris Sharkey - Tappe |
| LeeAnn Amand | Drayton Fair - LLB |
| Cheryl Weinstein | Jeff Porter - LLB |
| Carolyn Weeks | John Sayre Scibona – Design Technique |
| Joseph Kent – Code Enforcement Officer | Kevin Monkiewitz – Design Technique |
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1. ADMINISTRATION: Gordon reads script from Town Administrators Office regarding the remote meeting

The meeting opening with a roll call acknowledgement of all members in attendance:

2. Meeting Minutes: The following SSBC minutes were presented for approval: March 3, 2020 and March 17, 2020

MOTION: To approve the SSBC minutes of March 3, 2020 as submitted: (Tuck/Richards – unanimous)

MOTION: To approve the SBC minutes of March 17, 2020 as submitted: (Tuck/Richards – Unanimous)

3. Invoices:

- **Library Project:**

- Gelerman and Cabral \$4,680.00
 - Design Technique \$ 15,397.50
 - LLB Architects \$86,933.48

- **Town Hall Project:**

- Daedalus \$ 10,750.00

- **MOTION:** To approve the invoices as submitted for payment. (Tuck/Richards – Unanimous)

4. Library Project Update

- Request to approval Contract LLB Architects Amendment #3 – Commissioning Services - \$ 54,843.00

MOTION: To authorize the Chair to execute Agreement Amendment #3. (Tuck/Richards- Unanimous)

- Monthly Budget
 - Future budgets will be reconciled with the Town's Finance Director prior to being submitted to the SSBC.
- Discussion on Prequalification for the General Contractors and Filed Sub bids
 - Allocation of Points for the General Contractor – the committee members reviewed the allocation of points for each of the requirements as outlined in the prequalification documents. The state statute MGL 193 of the acts of 2004 determines the category and the value of points associated with that section. The members can assign a value to the sections within that category. After discussion, the committee members agreed on the point value associated with the various sections.
 - Filed Sub Contractor documents will have the same assignment of point values as the General Contractor.
- Zoning Board of Appeals and other Town Permitting meetings
 - Coordination between the Library Trustees, the LLB Architects, Design Technique as well as Town Counsel and Town staff members is ongoing. The original ZBA application must be submitted to the Town Clerk's Office to be date stamped. The Town's Building Inspector had made comments concerning parking, size of septic. These comments are being reviewed with the civil engineer.
- Peer Review
 - The documents have been reviewed and there were some items that were identified were a result of the completeness of the drawings. Now that the drawings are at 20% Construction Documents (CDs), they contain more detail. There was discussion regarding roof access and if the "roof access code" only applies if there is mechanical equipment on the roof. The committee also discussed the type of sprinkler system that would be installed in the mechanical room. The Town's facility director will review what was installed at Town Hall and check with the Fire Chief.

5. High School Project Update:

- Discussion on progress of preconstruction and early site packages
 - Each week the project team of the Consigli, Tappe and PMA, have a conference call meeting to discuss the progress regarding the pre-construction services and release of the early site packages. There is coordination between all parties including the civil engineer to determine the scope of work that will be in the early site packages.

6. Town Hall Project Update

- The request for approval for the Installation of a Irrigation system was tabled until the April 14, 2020 meeting. The Committee received proposals from; H2O \$20,630.00
Labadini Corporation \$15,000.00 to review.

ADJOURNMENT:

Through unanimous consent, the meeting ended at 9:00pm

Submitted:

Maureen R. Doherty – Project Manager
Sharon Standing Building Committee

(Gordon Gladstone) Signature of Chair

Date of Acceptance