

Sharon Standing Building Committee
Zoom Meeting Minutes
Tuesday, April 25, 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
Avi Shemtov – SBC – HS	Matt Gulino – PMA – HS
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-present	Chris Sharkey – Tappe – HS
Peter Botelho -- Superintendent	Chris Blessen – Tappe – HS -present
Carolyn Weeks –LBC -present	Tim Ericson – Consigli – HS
Cheryl Weinstein – Library	Chandler Rudert – Consigli –HS -present
LeeAnn Amend – Library	Kyle Raposo – Consigli – HS
Drayton Fair – LLB – Library	Mike Winters – Consigli – HS-present
Brian Valentine – LLB – Library	Ryan O’Neil – Consigli – HS
Joe Sullivan - CHA- Library	Kristy Lyons – Consigli – HS
Kayla Gallo - CHA - Library	Jonathan Seibel – Consigli – HS -present
Eric Hooper - DPW	Ali Atherton– Consigli – HS -present

Open the meeting

The Chair read from the script from Town Administrators Office regarding the remote meeting. The meeting opened at 6:40 PM.

Chair mentioned unanimous decision from March 2023 by the MA Supreme Judicial Court ruling that a public comment policy used by the town of Southborough violates the free speech rights codified in the MA Constitution.

A. ADMINISTRATION

MINUTES for review and approval include April 11 and April 18, 2023, SSBC meetings.

MOTION: Chair moved to approve the minutes of April 11 and April 18, 2023, SSBC meetings. Seconded by Richards. Unanimously approved April 1, 2023, 11-0-0. April 18th 9-0-1 (Thibault abstain, Library project so Rowe not involved).

INVOICES:

Invoices High School Project:

- **Consigli Construction Co., Inc. Requisition No. 037 totaling \$1,106,236.23 dated 4.10.2023 for the period of February 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 February 2023 is due fifteen days from today, 4.19.2023, the required submission date to the Town of Sharon for inclusion on the 4.25.2023 SSBC Meeting Agenda. Thus, payment of this Consigli Req. 037 for February 2023 is due Wednesday, May 3, 2023.

- **Tappe Architects, Inc. invoice 230311 totaling \$116,139.33 for March 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.
 - \$ 1,139.33 for additional Geotechnical site visits and reporting. This is covered by Tappe's executed Contract Amendment No. 004 dated 5.09.2021.

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

- **PMA invoice 04200.00-59 totaling \$94,603.00 dated 4.06.2023 for March 2023.** This invoice includes the following backup:
 - PMA actual hours Billing Backup.
 - Lump Sum v. Actuals Matrix.

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

FF&E Invoices

- **Aramco/Casey invoice S5542457.001 dated 11.30.2022 APPROVED: \$85,037.36**
- **WB Mason invoice 236997280 dated 3.15.2023 APPROVED VALUE: \$26,786.53**
- **Full Spectrum Laser LLC invoice BC185847 dated 3.29.2023 APPROVED VALUE: \$8,446.17**

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

Miscellaneous

- **GGladstone Reimbursement: Wood Turningz Sales Invoice SI-512681 dated 6.06.2022 totaling \$82.45**
- **GGladstone Reimbursement: Michaels Receipt dated 6.27.2022 totaling \$11.98.**
- **S&P Security Systems invoice 17655 dated 1.26.2023 totaling \$525.00** PMA confirms this security tie-in work has been completed. PMA recommends payment by the Town of Sharon.
- **S&P Security Systems invoice 17986 dated 2.26.2023 totaling \$225.00** PMA confirms this security tie-in work has been completed. PMA recommends payment by the Town of Sharon.
- **S&P Security Systems invoice 17988 dated 2.26.2023 totaling \$8,122.00** PMA confirms this security tie-in work has been completed. PMA recommends payment by the Town of Sharon.

MOTION: Chair made omnibus motion to approve invoices as outlined above totaling \$1,446,215.05. Seconded by Grosshandler. Unanimously approved 11-0-0.

Invoices Library Project:

- **Mead, Talerman, & Costa LLC** invoice #14249 dated April 18, 2023, in the amount of \$360.

Motion by chair to approve Mead, Talerman, & Costa LLC invoice 14249 dated April 18, 2023, in the amount of \$360 for library project legal fees. Second by Benjamin. Unanimously approved 10-0-0.

B. HIGH SCHOOL PROJECT

MSBA Budget Revisions Request #2 (BRR)

PMA to review the second Budget Revision Request submission that needs to be provided to the MSBA. This is an MSBA accounting exercise that does not increase the GMP or add scope to the Sharon HS project. This BRR is to show the MSBA the transfers that have occurred in contingency transfers, hold transfers and allowance transfers.

MOTION by chair for SSBC to approve balancing out contingency transfers, hold transfers and allowance transfers. Seconded by Winthrop. Unanimously approved 11-0-0.

CM Report

Project team to discuss latest CM Report including procurement update, latest change orders and overall GMP status.

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	\$2,338,699	(CO 1-30) (1.89%)
g) Current GMP Amount	\$123,883,338	

2) Change Orders Not Approved

a) Tentatively Approved	\$99,119	(Recommended by SSBC Change Com.)
b) Submitted Changes	\$181,936	(Under review by the Team)
c) Potential Changes	\$604,217	(Not yet submitted)
d) Total Not Approved	\$786,153	(sum of b & c)
e) Total Potential Changes (incl. tent. approved)	\$885,272	(sum of a, b & c; 0.74% 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	\$3,210	(Approved by the Team)
iii) Pending	\$281,836	(Potential & Submitted)
iv) Total Transfers	\$1,551,984	(59% of Starting Amount)
e) Current Anticipated Balance	\$1,072,026	(41% 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	\$98,786	(Potential & Submitted)
iv) Total Transfers	\$823,811	(40% of Starting Amount)

j) Current Anticipated Balance \$2,789,635 (137% Remaining)

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

a) Total Completed to Date \$110,002,253 (88.24%)
b) Retainage Withheld \$2,083,251 (-)
c) Total Due to Date \$107,919,002
d) Total Paid to Date \$104,747,382
e) Total Current Payment Request \$3,171,620 (Req #037 & Pencil Req #038)

6) Schedule

1. Exterior/Sitework:
 - a. Parking lot has been turned over to the school this week 4/24. It has been reconfigured to planned design.
 - b. Site fence has been relocated to enclose the softball field/WWTP, baseball field, and the south lawn. Asphalt has been reclaimed in the south lot and will begin to be subgraded this week in preparation for concrete work.
 - c. Drainage crew to begin installing drain line at some point this week along pond street where existing sidewalk is located.
 - d. Irrigation crew has mobilized and begun excavating for irrigation for phase 2.
 - e. Softscape crew has mobilized and begun spreading soil throughout the site for lawn.
 - f. Concrete crew working through footings at softball field backstop. Will mobilize on the south lawn next week.
2. WWTP
 - a. Gas meter has been installed at the WWTP, and the gas service has been relocated by Eversource.
3. Punchlist
 - a. There are 6 items still open in the building. This work includes the following:
 - i. Misc. HVAC and Electrical Field Reports
 - ii. Caulking @ Glass Enclosures
 - iii. Exterior Signage Touch Up (To be completed in warmer weather).
 - iv. Seal @ Metal Panel

7) Milestone Tracking

MILESTONE	ORIGINAL DATE	ANTICIPATED/ACTUAL	CFB	CFP
Complete Foundations	04/20/2021	04/30/2021	-10	0
Structural Steel Complete	07/20/2021	07/21/2021	-1	0
Building Weathertight	11/1/2021	11/19/2021	-18	0
Substantial Completion (Building)	6/29/2022	08/25/2022	-53	0
Substantial Completion (phase 3)	08/01/2023	08/01/2023	0	0

The chair noted project has experienced leaks recently at a few windows of the same type that were leaking and were the subject of numerous repair attempts. Marvin Windows has offered extended warranty and leak testing. Do we accept the extended warranty? There is one confirmed window leak and one other that has not been investigated per Mr. Rudert.

Vinyl on Sharon Town Ed and Sharon TV signs approved two weeks ago? That is recollection.

Chair expressed concerns about retention areas accumulating water and being an attractive nuisance. What if they fill up before they have enough time to drain off naturally? At the middle school they are filled with heavy rocks so that water does not accumulate much over the rocks. Mr. Thibault asked for a plan to show. What is the level of water? Are the

drains equipped with best management practices for water and sediment?

Architect said there is one behind the HS building between B and C., others throughout the site. They were reviewed with conservation committee. They were sized, engineered for capacity of water storage for a storm event. Most of the areas are close to 2' depth and have plantings in them too.

Mr. Rice requested photos after a major rain event. The Conservation Commission has weighed in on storm water management so changes would have to go before that committee. The solution may be fencing barriers. Ms. Winthrop added that they were not intended to hold water. If we have concerns besides fencing, then we need to bring in Conservation Commission. In the future, we may want to install more of them underground.

Architect added that HS project has them underground too.

Mr. Baldassari said DPW does have fencing around the whole backyard for security and to fence in the retention.

The chair noted increased drainage issue with adjustment to add turnaround for vans that provide services door to door. Discussions have been going on with those involved other than the committee. The vans were supposed to go through the bus loop in the original plan. Things have changed and the vans now go up the access road. Even though this is temporary, there is a request to make this access permanent. More asphalt is needed and that will affect the retention needed for this area per architect.

There are areas of entrance and roadway that need to be patched. It was noted that the DPW was recently patching at gate A and it was asked if the project had plans to pave/patch. Yes, there is a length of patch/pave in the add alternates to be price updated and presented to the committee. When top coating the rest of the site, this can be put on list. Mr. Thibault felt it was treacherous for cyclists.

Mr. Gulino will request a formal letter from school department regarding change to van service drop off. He will also get pricing so SSBC can make a decision.

Change Orders and Transfer Change Orders

Review Change Order 031 and Transfer Change Order 031T. These changes were reviewed and approved by the change order subcommittee on 4/11/2023.

- a) Owner Change Order #031. CO Subcommittee reviewed and approved.

MOTION by Chair to approve CO #031. Seconded by Rice. Unanimously approved 11-0-0.

- b) Transfer Change Order #031T

MOTION by Chair to approve CO #031T. Seconded by Benjamin. Unanimously approved 11-0-0.

OTHER BUSINESS

Town meeting is Monday, May 1, 2023. SSBC and Library Trustees seeking just under \$6.4M for added funds for the library with majority vote. Chair encouraged members to attend.

There is another article on the warrant regarding the makeup of the SSBC. There is a request to amend the article and ask that one member represent the Commission on Disabilities.

F. ADJOURNMENT

Through unanimous consent the meeting ended at 8:05 pm.

These minutes were unanimously approved at the May 9, 2023 meeting.