

Sharon Standing Building Committee

Zoom Meeting Format

Tuesday, July 11, 2023

SSBC Members

Gordon Gladstone, Chair -present	Mike B. Martin -present	Rick Rice-present
Matt Grosshandler, Vice Chair	Marty Richards -present	Colleen Tuck -present @ 6:52 PM
Matt Baldassari-present	Roger Thibault -present	Sara Winthrop
Deb Benjamin-present		

SBC Attendees and Others

Julie Rowe – SBC – HS -present until 7:23 PM	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 -present	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 -present
LeeAnn Amend – Library -present	Kyle Raposo – Consigli – HS
Drayton Fair – LLB – Library	Mike Winters – Consigli – HS -present
Brian Valentine – LLB – Library -present	Ryan ONeil – Consigli
Joe Sullivan - CHA- Library -present	Kristy Lyons – Consigli – HS
Eric Hooper - DPW	Jonathan Seibel – Consigli – HS –present
Mark Luzaitis (CHA) Onsite Rep. -present	Kyle CC?
Casey Hochheimer Asst. Project Manager CHA - present	

Open the meeting

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

The meeting opened at 6:38.pm

A. Administration

1. Minutes

Minutes for review and approval include June 20, 2023*, SSBC meeting and June 27, 2023** SSBC meeting.

MOTION by chair to approve the minutes of the June 20, 2023, SSBC meeting. Seconded by Rice. Unanimously approved 6-0-2 (Aye: Richards, Gladstone, Rice, Baldassari, Rowe, Martin. Abstain: Thibault, Benjamin).

June 27 meeting members in attendance -- Gladstone, Baldassari, Richards, Rice, Tuck, Winthrop, Weinstein

MOTION by chair to approve the minutes of the June 27, 2023, SSBC meeting. Seconded by Richards. Unanimously approved 5-0-3 (Aye: Gladstone, Richards, Rice, Baldassari, Weeks. Abstain: Benjamin, Thibault, Martin).

2. Invoices

- a. High School Project invoices

Invoices for review and approval at the 7.11.2023 SSBC meeting for the Sharon HS project are as follows:

FF&E Invoices

- Flinn Scientific invoice 2823504 dated 1.04.2023 APPROVED: \$36,035.61
- WB Mason invoice 238474348 dated 5.16.2023 APPROVED: \$25,500.00
- Carolina Biological Supply Company invoice 52002817 RI dated 1.04.2023 APPROVED: \$642.31
- Carolina Biological Supply Company invoice 52004408 RI dated 1.05.2023 APPROVED: \$40,923.17
- Carolina Biological Supply Company invoice 52016493 RI dated 1.13.2023 APPROVED: \$997.59
- Carolina Biological Supply Company invoice 52026796 RI dated 1.20.2023 APPROVED: \$3,376.24
- Carolina Biological Supply Company invoice 52111099 RI dated 3.30.2023 APPROVED: \$212.55

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

MOTION: by chair to approve the invoices as listed above in the amount of \$107,687.47. Seconded by Rowe. Unanimously approved 8-0-0.

6:52PM - Colleen Tuck joined meeting.

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	\$2,540,181	(CO 1-34) (2.09%)
g) Current GMP Amount	\$124,084,820	

2) Change Orders Not Approved

a) Tentatively Approved	\$88,259	(Recommended by SSBC Change Com.)
b) Submitted Changes	\$212,352	(Under review by the Team)
c) Potential Changes	\$579,648	(Not yet submitted)
d) Total Not Approved	\$792,000	(sum of b & c)
e) Total Potential Changes (incl. tent. approved)	\$880,259	(sum of a, b & c; 0.95% 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	\$1,403,712	
ii) Tentatively Approved	\$47,748	(Approved by the Team)
iii) Pending	\$324,023	(Potential & Submitted)
iv) Total Transfers	\$1,775,483	(75% of Starting Amount)
e) Current Anticipated Balance	\$848,527	(38% Remaining)

4) Allowances

f) Beginning Amount	\$2,040,000
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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	\$808,474	
ii) Tentatively Approved	\$0	(Approved by the Team)
iii) Pending	\$88,709	(Potential & Submitted)
iv) Total Transfers	\$897,183	(38% of Starting Amount)
j) Current Anticipated Balance	\$2,666,411	(135% Remaining)

5) Requisitions (thru Req #39 for April/May 2023)

a) Total Completed to Date	\$113,360,265	(88.24%)
b) Retainage Withheld	\$2,088,134	(-)
c) Total Due to Date	\$111,272,131	
d) Total Paid to Date	\$107,574,607	
e) Total Current Payment Request	\$3,697,524	(Req #039)

Working on June pencil requisition currently.

6) Schedule

1. Exterior/Sitework:
 - i. Sod has been laid at the softball field and has begun to be maintained
 - ii. Baseball field drainage has been completed and the field has begun to be tested for percolation in preparation for loam.
 - iii. The amphitheater steps to be completed at the end of this week.
 - iv. All contractors continue to push forward towards milestone dates for the North plaza.
 - v. The bus loop and all north entry doors will be shut down until the end of the project. All occupants will use the community ed entrance to enter the school starting 6/26.
 - vi. Van turnaround drainage work and binder coat has been completed. Landscaper to mobilize in this area to complete their scope.
2. Interior
 - a. CCC has begun scheduling all approved change work and will continue to send out updates to keep all SHS occupants in the loop for where workers will be. Pushing for delivery dates and looking to get work on a delivery sheet.
3. WWTP
 - a. Gas meter has been installed at the WWTP, and the gas service has been relocated by Eversource. Reinstallation of new valve blower, generator in works. Subsurface work contractor looking to wrap it up next week.
4. Punchlist
 - a. There are four items still open in the building. This work includes the following:
 - i. 1 Item from HVAC Field Reports
 - ii. Caulking @ Glass Enclosures
 - iii. Exterior Signage Touch Up (To be completed in warmer weather).
 - iv. Fume Hood Closure

The chair asked for a list of work to be completed beyond the punch list (such as the generator for example). Mr. Rudert will provide for the next meeting, 7/25/23.

No drainage issues.

7) Milestone Tracking

<u>MILESTONE</u>	<u>ORIGINAL DATE</u>	<u>ANTICIPATED/ACTUAL</u>	<u>CFB</u>	<u>CFP</u>
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	8/9/2023	0	0

To get work completed in turn around and not have to patch the final coat, Substantial Completion Phase 3 exterior work pushed back to August 9, 2023. A substantial amount of the work left is landscaping. Drainage issues encountered included a drainage line that was not shown and an elevation issue at the front plaza. Additional staffing may speed up permeable pavement installation. As of two weeks ago, the site contractor has been working 10-hour days to maintain schedule. August 18 is when teachers are back, so still not pushing out into school year but tracking behind the Aug. 1 date. This Aug. 9 date does not include RFPs discussed at the last few meetings such as white boards, etc. Also landscaping in North plaza will not be completely placed by Aug. 9 because the growing season starts Aug. 15th. Investigating getting front facing plantings for back-to-school.

Mr. Rudert did not have a confirmed delivery date for materials for the whiteboards. The estimated lead time was for the first week of August.

8) Items to Review

Change Orders and Transfer Change Orders

Review Change Order 036 and Transfer Change Order 036T. These changes were reviewed and approved by the change order subcommittee on 06/20/2023.

These have all been approved by the CO Subcommittee which was approved by the full SSBC committee.

MOTION by Chair to approve Change Order 036 in the amount of 88,259 dated 7/3/22. Seconded by Rice. Unanimously approved 9-0-0.

MOTION by Chair to approve Change Order 036T in the amount of \$0 dated 7/3/22. Seconded by Rice. Unanimously approved 9-0-0.

Review RFP's

Review RFPs (request for pricing) for additional requests from the school administration that have been designed and priced by the construction team. Total Changes Priced as RFP's = \$34,457.

CR246_-RFP_036_Added_Transaction_Window = \$10,783.

To the left of the cafeteria, they have a coil door for pass-thru transaction window and are getting a lot of feedback from cafeteria, so requesting a glass sliding transaction window.

MOTION by Chair to approve **CR246_-RFP_036_Added_Transaction_Window** in the amount of \$10,783. Seconded by Rice. Unanimously approved 9-0-0.

7:23PM -- Ms. Rowe left the meeting.

CR293_-RFP_050_Rail_infill_at_Zen_garden = \$4,938

Zen garden infilling mesh that will protect the material from being kicked out.

MOTION by Chair to approve **CR293_-RFP_050_Rail_infill_at_Zen_garden** in the amount of \$4,938. Seconded by Rice. Unanimously approved 8-0-0.

CR326 - _RFP_063_Shed_Relocation = \$6,434

Cost is to move and install crushed stone pad. New location near WWTP.

MOTION by Chair to approve CR326_-_RFP_063_Shed_Relocation in the amount of \$6,434. Seconded by Rice. Unanimously approved 8-0-0.

CR213 - _RFP023_Epoxy_Paint_for_Mechanical_Room_r1 = \$12,302

Previously reviewed with the SSBC. Originally included six other back of house floor spaces receiving epoxy, but the school maintenance staff agreed to reduce the request to just the mechanical room.

MOTION by Chair to approve CR213_-_RFP023_Epoxy_Paint_for_Mechanical_Room_r1 in the amount of \$12,302. Seconded by Rice. Unanimously approved 8-0-0.

Scissor/Ariel Lift Pricing = \$22,780 (The request was previously approved for \$20,000. Revisiting this request since the pricing came in at \$22,780, over the original approval value.) Mr. Gulino and Mr. Kopacz worked together to find a lift that would suit Mr. Kopacz's needs. Will rent full size scissor lift if he needs to do anything in cafeteria and gym. This fits through regular size doorways and

MOTION by Chair to approve acquisition of one JLG heavy duty electronic lift in total amount of \$22,780 contingent on satisfactory approval by facilities director. Seconded by Rice. Unanimously approved 8-0-0.

FF&E Items

The following FF&E items were previously presented to the SSBC but was elected to review these items later. The final list of additional requests provided by the school administration was a combination of building changes and FF&E items. The building changes were prioritized, and CCDs issued to complete that work as it was more time sensitive. Review of the FF&E items was previously deferred.

- Creative Office Additional Teacher, Classroom and Breakout Area FF&E = \$53,075
- WB Mason Additional Stools and Worktables = \$20,267
- Union Office Additional Office Furniture = \$8,907

MOTION by Chair to approve Creative Office Additional Teacher, Classroom and Breakout Area FF&E in the amount of \$53,075; WB Mason Additional Stools and Worktables in the amount of \$20,267; and Union Office Additional Office Furniture in the amount of \$8,907. Seconded by Rice. Approved 8-0-0.

7:38 PM HS Project Portion of the meeting ends.

C. Library Project

a. Library Project invoices

- Mead Talerman invoice #14603 in the amount of \$157.50 dated 06.18.2023.
- LLB Architects invoice #21-1925 in the amount of \$76,587.26 dated 03.31.2023
- LLB Architects invoice #22-1925 in the amount of \$5,844.39 dated 04.30.2023

MOTION: by chair to approve the invoices as listed above in the amount of \$82,589.15. Seconded by Richards. Unanimously approved 9-0-0. (Gladstone Benjamin, Rice, Richards, Weinstein, Thibault, Baldassari, Tuck, Martin)

Contracts, demo, and building permit are in place.

Mr. Sullivan introduced Casey Hochheimer, Asst. Project Manager for CHA and Mark Luzaitis, Onsite Rep. for CHA. The chair requested resumes be forwarded. M O'Connor is coming to the Town Hall on Friday at 8AM for a Kickoff meeting. Site review and trailer location after Friday AM meeting. Meeting is to set standards and protocol. Will have time to walk the building after.

Have demolition permit (phase 1) subject to turning off all the utilities and building permit (phase 2). Cannot shut off utilities until the abatement is complete. There is a subcontractor selected for abatement. Intent is to have meetings weekly with M O'Connor during the demolition process.

Next three weeks will be mobilization for abatement, dislocation of utilities and prep for demolition. A detailed schedule will be available with a 6-week look ahead after the meeting on Friday.

Notice to proceed has been issued and will be forwarded to Mr. Fair.

Specs call for a ten-foot fence. But the town bylaw is only a six-foot fence, so that should be adjusted, and a credit issued.

The chair said it is a very tight site and M O'Connor must be very cognizant that everything they are going to do is going to impact a very close neighborhood. Need to keep site clean, respect all noise abatement and dust abatement. Abutters will be alerted to anticipated schedule for abatement and demolition. Assessors' office request will be put in by Mr. Sullivan for abutters who are 500' away or less (requirement is 300'). There will be a public forum to inform abutters.

A 149 not done in a while. The chair asked if M O'Connor rep. will attend OAC meetings and/or the SSBC meetings. Mr. Sullivan said one or the other.

The chair mentioned that some changes to Level 1 Plan included changing a few data and phone receptacles, and a major desk.

Mr. Fair had conversations with the library and MBLC. The original Level 1 Plan has relocated Reference Office switched to where the public computers were previously. Door and windows same. With location of reference office, they are switching location of tech Reference desk and the public computers. Plenty of electrical and data outlets on the floor and walls. Mr. Sullivan had alerted M O'Connor to note the impact on any subcontractors they may hire. On the second level it is mostly changes in furniture. The original floor plan had a door and a couple of windows in the Director's Office. But changed to eliminate the door and windows in Lee Ann's office and add a staff desk where one of the adult non-fiction book stacks had been located. Staff desk has a clear view down upper hallway now. He will have to look at MEP to make sure changes are supported.

Ms. Amend said the staff station is always a primary staffed location for safety concerns by union people. She does not need additional staff for the station.

SSBC members were asked for concerns, and none were voiced.

Ms. Amend has completed all documentation with MBLC to date. Need to write a monthly report on activities related to the construction and preparations. This needs to be attached to the OPM report submitted together. Mr. Sullivan and Ms. Amend will blend their July report to the MBLC.

Ms. Amend is preparing a spread sheet of furniture to be moved from the old library to the new library, and making sure that all the shelving and items will fit in the new library appropriately as designed.

Mr. Chouinard asked about the Fire Dept. using the building for drills. Mr. Sullivan said after abatement is complete FD will be able to perform drills.

D. New Business

E. Topics the Chair would like to discuss not known 48 hours in advance

F. Adjournment

Through unanimous consent the meeting ended at 8:13 PM.

These minutes were approved at the July 26, 2023 SSBC meeting.