

Sharon Standing Building Committee

Meeting Minutes

Tuesday, September 5, 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 no
Deb Benjamin –present at 6:38 PM		

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	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 7:08	Tim Ericson – Consigli – HS
Cheryl Weinstein – Library present 7:80	Chandler Rudert – Consigli –HS -present
LeeAnn Amend – Library	Kyle Raposo – Consigli – HS
R. Drayton Fair – LLB – Library -present	Mike Winters – Consigli – HS-present
Brian Valentine – LLB – Library -present	Ryan ONeil – Consigli
Ariana Pizzanelli LLB - Library	Kristy Lyons – Consigli – HS
Mark Luzaitis CHA On-site rep. – Lib -present	Jonathan Seibel – Consigli – HS -present
Casey Hochheimer -CHA – Lib	Karl Walsh – MOCC – Lib
Joe Sullivan - CHA- Lib	

Open the meeting

The Chair noted that the meeting was being held remotely consistent with MA laws. It is not anticipated that there will be any public comments this evening. The meeting opened at 6:33 PM.

A. Administration

1. Minutes - review and approval include August 22, 2023, SSBC meeting(s).

MOTION by Chair to approve the minutes from August 22, 2023, SSBC meeting. Seconded by Rowe. Unanimously approved 9-0-0.

2. Amend the minutes of June 27, 2023, so that they reflect verbatim the motion made. Chair noted item would be tabled; need another opportunity to review exactly how to best deal with that.
3. Invoices - HS Project Invoices and Library Project Invoices for review and approval

Invoices for review and approval at the 9.05.2023 SSBC meeting for the Sharon HS project are as follows:

Miscellaneous:

- S&P Security Systems invoice 19103 dated 8.17.2023 totaling \$12,600.00 PMA confirms installation of the Town requested additional motion detectors. PMA recommends payment by the Town of Sharon.

- CleanHarbors invoice 1004320606 dated 9.09.2022 totaling \$6,495.00 See backup attached to this invoice supporting the requirement for this scope, cost and completion as coordinated through the Sharon HS representative. PMA recommends payment by the Town of Sharon.
- ISI New England invoice 47004 dated 8.23.2023 totaling \$4,399.12 Sharon FD & PD request for new cores and cylinders in the Won-Door security doors. PMA confirms this scope has been completed. PMA recommends payment by the Town of Sharon.

The chair said all of these have been approved by PMA and/or Tappe, and a representative of the school.

FF&E and IT Invoices

- Casey/AramSCO invoice S5858180.001 dated 5.01.2023 APPROVED: \$13,718.30 for ten recycle waste bins.
- Roger's Piano invoice SPS082123 dated 8.21.2023 APPROVED: \$53,379.00 for used baby grand piano and accessories.
- HUBTech invoice 23-18317 dated 4.25.2023 APPROVED: \$2,649.10

All FF&E and IT invoices have PMA notation on the invoice and backup documentation supporting SBBC approval and/or include an Approval Cover Memo.

MOTION: Omnibus motion by chair to approve the above listed high school project invoices in the total amount of \$93,240.52. Seconded by Tuck. Unanimously approved 10-0-0 (includes Benjamin who joined at 6:38 PM).

B. High School Project

Mr. Gulino said the Change Order subcommittee did not meet this week because there weren't many change orders to review.

Mr. Gulino had technical difficulties at 6:45 PM.

- 1. Additional School Requests --** Letter from Superintendent Dr. Botelho requesting additional FF&E patio items and design revision request for the South Plaza sidewalk.

Mr. Kopacz said there are four regular and two handicap accessible tables. These are the same hexagon plastic tables as were used at the middle school and are very durable. These will be outside the media/library. Furniture was not originally planned for this area. They will not be bolted down, are heavy. They are not too heavy for the ballast pavers. Mr. Kopacz worked with architect.

MOTION: Mr. Rice moved approval of the tables. Seconded by Tuck. Unanimously approved 10-0-0.

A four-inch bumper installation considered for the edge of sidewalk leading in from Beach Street on the back side of the school. If the snow equipment were to hit the edge, concern expressed that the equipment would fall into the depressed area. The intent of the request was to see if there was an appetite to approve this. The Building Inspector had concern of potentially causing a trip hazard with bumper. The rider stands on a snowblower, and blower is in front, Mr. Kopacz just wanted something to warn the operator. Mr. Kopacz thinks what would be good would be to get a piece of equipment up there and show everyone what he was concerned about. The architect previously suggested waiting for final condition. Member requested something from Tappe to show what final condition will look like. Another member would like the Building Inspector to review the finished product before suggesting anything. Bumper tabled for more information and pictures as requested by committee members.

Mr. Gulino had difficulty connecting so Mr. Rudert started the CM report.

2. **CM Report** -- Project team to discuss latest CM Report including procurement update, latest change orders and overall GMP status.
3. **Schedule** -- Consigli to review latest schedule, logistics plan and pictures.

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	\$2,701,621	(CO 1-39) (2.22%)
g) Current GMP Amount	\$124,084,820	

2) Change Orders Not Approved

a) Tentatively Approved	\$132,229	(Recommended by SSBC Change Com.)
b) Submitted Changes	\$12,540	(Under review by the Team)
c) Potential Changes	\$133,542	(Not yet submitted)
d) Total Not Approved	\$146,082	(sum of b & c)
e) Total Potential Changes (incl. tent. approved)	\$278,311	(sum of a, b & c; 0.03% 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	\$1,471,086	
ii) Tentatively Approved	\$41,929	(Approved by the Team)
iii) Pending	\$303,452	(Potential & Submitted)
iv) Total Transfers	\$1,816,467	(75% of Starting Amount)
e) Current Anticipated Balance	\$849,472	(32% 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	\$816,105	
ii) Tentatively Approved	\$0	(Approved by the Team)
iii) Pending	\$52,885	(Potential & Submitted)
iv) Total Transfers	\$868,990	(43% of Starting Amount)
j) Current Anticipated Balance	\$2,744,456	(135% Remaining)

5) Requisitions (thru Pencil Req #41 for July 2023)

a) Total Completed to Date	\$115,520,648	(92.01%)
----------------------------	---------------	----------

b) Retainage Withheld	\$1,489,035 (-)
c) Total Due to Date	\$114,031,613
d) Total Paid to Date	\$112,158,201
e) Total Current Payment Request	\$1,873,411 (<i>Pencil Req #041</i>)

6) Schedule

1. Exterior/Sitework:
 - i. North Plaza
 1. All work has been complete in this area besides concrete at flagpole and SHS sign due to RFP Fixture delivery dates.
 - ii. Baseball field
 1. SOD deliveries to take place next week
 2. Backstop/Dugout crew mobilized this week to install dugouts and backstop poles.
 - iii. Van turnaround drainage work has been completed. Landscaper awaiting percolation testing to mobilize in this area to complete their scope.
 - iv. South Lawn
 1. Loam install ongoing. Tracking to have all loam and seed spread by the end of next week. If light fixture shows up as anticipated, concrete will be wrapped up next week as well.

Mr. Siebel noted that due to significant heat later this week, sod delivery was delayed to early next week to give it a better chance to grow.
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.
3. Punchlist
 - a. Interior: 1 Item open – Pipe Support for RTU drain
 - b. Exterior: 61 Items – Team continues to back punch areas as they are completed.

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	8/25/2023	0	0

4. Change Order 041

- CR282_-_RFP_043_-_Added_Motor_@_Storage_1112 = \$11,469
- CR296_-_RFP_054_-_Change_Switch_@_2255A = \$799
- CR302_-_RFP_056_Light_Switch_for_Corridor_1286 = \$3,335
- CR307_-_Auditorium_Catwalk_Access_Redesign_and_Added_Labor = \$34,158
- CR325_-_RFP_062_WWTP_Alarm_Dialer = \$10,443 in Dark Room
- CR334_-_CCD_009_Superintendents_List_Casework_and_Painting_Pricing = \$48,641
- CR141_-_RFP_022_Added_PLAM_at_Seating_Areas_rev1 = \$9,570

- CR337_-_RFP_048_Flag_Pole_Lighting = \$13,814
- Total = \$132,229**

All items were reviewed and approved by either the subcommittee or the full committee previously.

Mr. Rudert asked to elaborate on the catwalk redesign. Miscellaneous Metals is a delegated design, so the architect drew a concept and misc. metals contractor then did the engineering behind it. Missing scope on original bid docs required redesign – access from midlevel landing to second level landing not shown. Couldn't then add spiral stair because engineering wouldn't work. Ships ladders used, required more steel and concrete. The contractor allowed a change in scope because original engineering didn't work per Mr. Rudert.

MOTION by chair to approve Change Order 041 in the amount of \$132,229. Rice seconded. Unanimously approved 10-0-0.

5. Transfers CO 040T for Subcommittee Review

- CT094_-_Liquid_Asphalt_Escalation = \$26,317 –
- CT108_-_Stair_7_Redesign_(Engineering_and_Design_Costs) = \$5,591
- CT115_-_Tile_Go_Back_Work_@_Bathrooms = \$10,021
- Total to be Transferred = \$41,929**

MOTION by Chair to approve change order 040T. Seconded by Rice. Unanimously approved 10-0-0.

In Zoom chat Ms. Schustek responded to request to ask three questions about the high school project from Don Brichta suggesting he email them to ssbc@townofsharon.org.

6. Additional School Requests continued from earlier (B 1. Above). Mr. Gulino resolved the technical issue.

Laser Cutter Setup and Training = \$2,500
Approve laser cutter Fume extractor = \$3,773.

The laser cutter has not been installed, nor training offered so it cannot be used. It's \$2,500 for installation and training to be provided after the hood extractor is installed. The hood is in stock with estimated delivery in 5 days, will be ordered and training scheduled accordingly. Member requested that the training be recorded so it would not have to be paid for again. Mr. Gulino will work with the school to have training recorded.

Chair thought all training had been videoed? This wasn't owned in the specifications; Mr. Gulino said Consigli may be able to help to film this one, but he has not had that conversation with them.

MOTION to approve up to \$2,500 for training and set up on the laser cutter. Seconded by Rice. Unanimously approved 10-0-0.

7. S&P Security Additional Work

- a. See attached proposals for additional security programming due to added work or added security requested by the school faculty.
- Install new keypad and program at Door 19 = \$655 – Additional programming and labor to install keypad override for coaches to deactivate alarm.
 - Tie in new locks at the glass doors into fire alarm system and trouble shoot with Sharon FD. Program 3 new exterior cameras

= \$765. The architect explained the need for module to connect doors to the fire alarm to override everything and he added that there are multiple ways to access the doors. There are several signals needed for the doors to lock/unlock properly per the FD.

The chair noted he would be muted for a moment.

- Install and program camera on concessions stand = \$350 Tony and S&P reached a location on the concession stand. Was originally supposed to go on the building but would be hard to do now. The way to capture what is needed is by switching over to the concession stand. Wire will run inside concession stand.
- Revised request for vape detector monitoring through the Vicon Valerus system in lieu of the 3-year Halo license. = \$11,300 Mr. Kopacz said Andrew Farrer, director of technology systems for the schools, found a way the vape detector can go through Valerus, the camera system, to make the camera more user-friendly than last year. This is a one-time \$8,600 fee to make all the vape detectors show up as if they are cameras. Member said this \$200 fee per device is akin to what the project already paid for the cameras, otherwise the cameras wouldn't have worked, and he is now on board with this.

MOTION: by Mr. Rice to approve camera system. Seconded by Tuck.

Mr. Blessen asked if there was precedent for this. The vape system as currently set up was inefficient and ineffective per Mr. Kopacz. Cigarette, e-cig picked up. From mobile notification with current set up user needed to dive in via IP address to find the location of the detected alert.

Mr. Rice withdrew the motion as did Ms. Tuck so more information can be gathered.

Mr. Kopacz will invite Mr. Farrer to join SSBC in two weeks.

MOTION by chair to move the three proposals from S& P: one for \$665, one for \$765 and one for \$350. Seconded by Richards. Unanimously approved 10-0-0.

Ms. Schustek alerted Mr. Gladstone to a request in Zoom chat for resident to ask three questions regarding the HS. The chair said not tonight. Ms. Schustek said anyone can email the committee at SSBC@townofsharon.org if they have questions for the committee they will be forwarded and can be addressed at a future meeting.

7:46 PM - Chair suggested HS project team stick around for an issue at the end of the meeting.

C. Library Project

1. Mr. Hochheimer presented the schedule
 - a. Select Board approved of School St. closure for the duration of the project on Tuesday 8/22 effective immediately. Police and fire chief are meeting with project team regarding safety of street closing this Friday at Town Hall. (Member clarified Select Board not SSBC approved closure.)
 - b. Building demolition was completed on Tuesday, August 29.
 - c. Site work excavation in preparation for foundations of the new building will be ongoing for the next few weeks.
 - d. Groundbreaking ceremony 9/22 at 11 AM. Gail will get schedule from Joe to distribute. NO unforeseen conditions so far.
 - e. Mr. Sullivan will include info sent to abutters on the weekly job updates as well as sending to abutters and posting on a bulletin board on site fence.
 - f. Friday OAC meeting canceled 9/8.

Mr. Sullivan has baseline schedule in Procore. Member requested contractor schedule and Mr. Sullivan said he would forward to Ms. Schustek for distribution to the committee.

2. Project team to discuss and approve the latest Library invoices.

Invoices for review and approval at the 8.22.2023 SSBC meeting for the Sharon Library project are as follows

- CHA Consulting Inc. Invoice #72660-01 dated 5/5/2023 for \$15,000 for professional services from March 1, 2023, through April 28, 2023 (Design and Bidding).
- CHA Consulting Inc. Invoice #72660-02 dated 5/6/2023 for \$15,000 for professional services from April 29, 2023, through May 26, 2023 (Design and Bidding).
- CHA Consulting Inc. Invoice #72660-03 dated 6/30/2023 for \$3,996.00 for professional services from May 27, 2023, through June 30, 2023 (Design and Bidding + Construction and Closeout).

The chair noted a need to determine how the fee for construction administration for CHA and for LLB will be billed. Typically divided monthly but needed a discussion. Mr. Sullivan and Mr. Fair agreed this was typical for them.

- CHA Consulting Inc. Invoice #72660-03 dated 08/03/2023 for \$12,000.00 for professional services from July 1, 2023, through July 28, 2023 (towards Construction and Closeout).
- LLB Architects Invoice #23-1925 dated 7/31/2023 partial approval for Project Summary (Construction Administration) in the amount of \$9,325.32

Back in May, Amendment 8 was submitted by LLB for additional costs for construction administration and furnishings based on market being three years later. Was Amendment 8 approved by the building committee? Back up sent on July 7 per Mr. Fair. Expenses for \$4,884.71 included \$3955.15 for large-format high density prints. Mr. Fair explained the original contract had \$15K for reimbursable expenses and these were for final bid sets for SSBC, library, LLB and for the hard copy permit sets. Chair needed to confirm whether SSBC approved Amendment 8 so it can be paid. Holdin following two items from consideration tonight for further review:

- Additional Services- \$2,016.00 (Amendment 8 – Additional CA). \$364.00 (Amendment 8 – Additional Furnishings Services).
- Expenses- \$4,884.71.

The chair said approve allocation of construction fee of \$9,325.32, but not the rest.

- M. O'Connor Contracting Pencil Req. #1 dated July 1, 2023, in the amount of \$403,274.00. Application is made for payment, in connection with the contract.
- M. O'Connor Contracting Pencil Req. #2 dated August 1, 2023, in the amount of \$93,095.57.

MOTION: Chair moved that we approve vouchers for CHA Consulting in the amount of \$15k, CHA in the amount of \$15k; CHA Consulting in the amount of \$3,396., CHA in the amount of \$12K; LLB in the amount of \$9,325.32, M O'Connor in the amount of \$403,274, and M. O'Connor in the amount of \$93,095.57. Seconded by Weinstein. Unanimously approved 10-0-0.

3. Authorize the chair to sign the Eversource incentive payment agreement

Mr. Fair said years ago they contacted Eversource on their abatement program and Eversource rebate of \$34K is approved and ready to be signed by chair for acceptance to be issued at the completion of the project. Mr. Fair and Mr. Sullivan both agree the chair should sign it.

MOTION: Chair moved that committee authorize the chair or the vice chair to sign the Eversource incentive agreement expiring Oct. 1, 2024. Seconded by Richards. Unanimously approved 10-0-0.

Mr. Fair verified with Eversource rep., Trevor Magee, CEM, that the project does not have to be completed to receive rebate, they were told completion date March 2025.

D. New Business

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

Mr. Gladstone has been Chair of the committee for at least 18 years, probably over 450 meetings. He proposed he finish this meeting and open the next meeting with a resignation, and then have the vice chair, Matt Grosshandler, take over the meeting. This gives the SSBC members two weeks to figure out how they want to operate going forward. This timing is such that the HS is nearly complete, and the future projects are just getting underway.

He thinks the committee would be well served by having a new perspective as chair.

Ms. Tuck said the committee owed Mr. Gladstone a deep and heartfelt thank you. She has been on committee a long time and has an appreciation for the great service you have provided to this town. Mr. Sullivan worked with him on a lot of projects over the years and he found Mr. Gladstone's leadership, direction, and public services are paramount. He wished him well in his endeavors and noted the town of Sharon should be proud to have him as part of that.

Mr. Gladstone asked to have the committee consider authorizing him to continue with the activities of closeout on the HS. There are a lot of open items and things Mr. Gladstone would like to follow through on in closeout. Mr. Gladstone will remain on the committee. Mr. Thibault said there will be time for accolades on September 19. Ms. Weinstein was glad he was staying on.

Mr. Gladstone is available by phone for anyone who wants to talk about anything in the convening two weeks. Ms. Crosby pointed out that he encouraged people to talk over the next two weeks and make a plan and she wanted to remind everybody that that is a Mr. Gladstone interjected to add violation of open meeting policy. Ms. Crosby wanted to make sure everyone understood that the committee can't come in with precooked plan of who it is going to be that you have all agreed on. That would be an OML violation, and she knows nobody wants that. Ms. Tuck said that is absolutely true, but since we are a committee larger than three, two people can talk about anything. Ms. Crosby added as long as they don't talk to other people in serial fashion.

F. Adjournment

MOTION: Chair made omnibus motion to adjourn barring any objections.

Meeting adjourned at 8:13 PM.