

## Sharon Standing Building Committee

Zoom Meeting Minutes

Tuesday, October 3, 2023

### SSBC Members

|                                    |                        |                       |
|------------------------------------|------------------------|-----------------------|
| Gordon Gladstone -present          | Mike B. Martin -absent | Rick Rice present     |
| Matt Grosshandler, Chair -present  | Marty Richards present | Colleen Tuck present  |
| Matt Baldassari -present           | Roger Thibault -absent | Sara Winthrop present |
| Deb Benjamin – Vice Chair -present |                        |                       |

### SBC Attendees and Others

|  |   |
|--|---|
| Julie Rowe – SBC – HS present                | Kevin Nigro – PMA – HS present          |
| 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 – Lib                       | Chandler Rudert – Consigli –HS present  |
| LeeAnn Amend – Lib present                   | Kyle Raposo – Consigli – HS             |
| R. Drayton Fair – LLB – Lib present          | Mike Winters – Consigli – HS present    |
| Brian Valentine – LLB – Lib present          | Ryan ONeil – Consigli                   |
| Ariana Pizzanelli LLB - Lib                  | 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                      | Krystal Burrows – MOCC - Lib            |
|  |   |

### Open the meeting

The Chair noted that the meeting was being held remotely consistent with MA laws. The meeting opened at 6:30 PM.

#### A. Administration

1. Minutes - review and approval September 19, 2023, SSBC meeting(s).

Typo needing edit:

LLB total of \$3,512.92 should read \$3,512.91 due to a typo.

**MOTION** by chair to approve the minutes from September 19, 2023, SSBC meeting. Seconded by Ms. Tuck. Approved 8-0-1 with Rowe abstaining.

2. Invoices – High School Invoices for review and approval:

- **Consigli Construction Co., Inc. Requisition No. 041 totaling \$1,873,411.61 dated 8.13.2023 for the period of July 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 July 2023 is due fifteen days from today, 9.27.2023 the required submission date to the Town of Sharon for inclusion

on the 10.03.2023 SSBC Meeting Agenda. Thus, payment of this Consigli Req. 041 for July 2023 is Wednesday, October 11, 2023.

- **Tappe Architects, Inc. Invoice 230802 totaling \$115,000.00 dated 8.31.2023 for August 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.PMA has reviewed this invoice and we are recommending payment by the Town of Sharon.

Tappe invoices in amount of \$115,000. Held for further review. Not voted on this evening.

- **PMA Consultants, LLC invoice 04200.00-64 totaling \$61,028.13 dated 9.14.2023 for August 2023.** This invoice includes the following backup:
  - Reimbursables totaling \$4,778.13:
    - UTS of Massachusetts Inv. 107264 dated 8.18.2023: \$4,778.13: Required 3<sup>rd</sup> party construction testing mid-July 2023 through mid-August 2023.
  - LS fee of \$56,250.00 for Project Close Out Phase reflected in PMA Contract Amendment No. 002 dated 12.02.2019. This LS billing 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 August 2023 invoice.

- **PMA invoice 04200.00-64-1 totaling \$62,679.65 dated 9.13.2023 for previously unbilled balances of negotiated, lump sum OPM contract fee.** This invoice includes the following backup:
  - PMA Memorandum outlining the fee included with this invoice.
  - Billing Matrix supporting the submission of this invoice.
    - Previously unbilled negotiated, lump sum OPM contract fee for Construction Documents/Bid Phase: \$51,438.72
    - Previously unbilled negotiated, lump sum OPM contract free for Construction Administration Phase: \$11,240.93

This invoice does not reflect an increase to PMA's negotiated lump sum OPM contract value.

Should you have any questions regarding this PMA invoice 04200.00-64-1 please contact PMA's Executive Director Christopher Carroll.

#### IT Invoice

- **Partners Technology Invoice 101414 dated 5.24.2023 APPROVED: \$674.99**

Invoice includes the required Approval Cover Memo.

#### FF&E Invoice

- **Johnson String Instrument Invoice 2162920 dated 1.18.2023 APPROVED: \$165.00**
- **Johnson String Instrument Invoice 2167602 dated 2.01.2023 APPROVED: \$886.27**
- **Johnson String Instrument Invoice 2172173 dated 2.15.2023 APPROVED: \$85.00**

These invoices include a PMA notation confirming that the instrument repairs covered by these invoices have been completed to Sharon High School's satisfaction.

Mr. Gladstone asked to hold Tappe invoice. Mr. Nigro will get back with further review. Mr. Gladstone sought some details on each of the invoices. Chair, Matt Grosshandler, agreed with more details. Ms. Winthrop had reviewed Consigli invoice and agreed with the amounts.

Mr. Gladstone not sure SSBC should pay to repair instruments from wear and tear. Mr. Gulino said there may have been damaged during move (unclear how it happened) so it is prudent that it be a project expense that is small, \$1,036 in total. Discussion about which account this would be charged to, FFE or mailing and moving? Ms. Tuck would like to see the

invoice paid. Mr. Gladstone agreed the explanation is good and saw no need to hold it up.

**MOTION** by Mr. Gladstone to approve the above listed invoices, excluding the Tappe invoice for \$115,000, in the total amount of \$1,998,930.65. Seconded by Rice. Unanimously approved 9-0-0.

## **B. High School Project**

Per Mr. Gulino, item came up within last 48 hours. There was additional WWTP scope they needed to perform. There is about a nine-week lead time on the product, so he felt critical to include in tonight's discussion.

### **1. CM Report**

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

### **2. Schedule**

- a. 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            | \$2,883,747   | (CO 1-40) (2.37%) |
| g) Current GMP Amount                | \$124,084,820 |                   |

### **2) Change Orders Not Approved**

|   |           |                                   |
|---|-----------|-----------------------------------|
| a) Tentatively Approved                           | \$0       | (Recommended by SSBC Change Com.) |
| b) Submitted Changes                              | \$343     | (Under review by the Team)        |
| c) Potential Changes                              | \$234,005 | (Not yet submitted)               |
| d) Total Not Approved                             | \$234,348 | (sum of b & c)                    |
| e) Total Potential Changes (incl. tent. approved) | \$234,348 | (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                        | \$1,588,026 |                          |
| ii) Tentatively Approved           | \$0         | (Approved by the Team)   |
| iii) Pending                       | \$273,088   | (Potential & Submitted)  |
| iv) Total Transfers                | \$1,861,114 | (75% of Starting Amount) |
| e) Current Anticipated Balance     | \$762,896   | (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                        | \$837,187   |  |
| ii) Tentatively Approved           | \$0         | (Approved by the Team)                 |
| iii) Pending                       | \$34,638    | (Potential & Submitted)                |
| iv) Total Transfers                | \$871,825   | (43% of Starting Amount)               |
| j) Current Anticipated Balance     | \$2,741,621 | (135% Remaining)                       |

**5) Requisitions (thru Pencil Req for August 2023)**

|                                  |               |                               |
|----------------------------------|---------------|-------------------------------|
| a) Total Completed to Date       | \$118,004,696 | (94.86%)                      |
| b) Retainage Withheld            | \$1,590,550   | (-)                           |
| c) Total Due to Date             | \$116,414,146 |                               |
| d) Total Paid to Date            | \$114,031,613 |                               |
| e) Total Current Payment Request | \$4,255,944   | (Req #041 and Pencil Req #42) |

Mr. Rudert said they are preparing credit values to be returned to Town. Mr. Gulino said no to holding any contingency reserve. Looking at the monthly financial, there was a number in there for unknowns and it had been conservative to project the remaining owner's contingency. There is not a lot that isn't already covered within the job cost report per Mr. Gladstone.

Mr. Rudert confirmed that we are further along than the 94% complete percent shown due to credits incorporated.

**6) Schedule**

1. Exterior/Sitework remaining work to be installed this week:
  - a. Backstop netting
  - b. Baseball batting tunnels
  - c. Baseball backstop pads
  - d. Top of fence protection
  - e. Remainder of fencing at baseball field
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: 18 Items
    - i. Warner Larson and Nitsch were out last week to complete their punch list. CCC to distribute to contractors for their remediation.

**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 |

Per resident, Judy Crosby, there were concerns with curb cut. Is this on the exterior punch list? Ms. Crosby sent a picture of the curb cut on the crosswalk from the senior lot side closest to lake. She said the curb cut was dangerous and would like to know when this will be completed/repared. Mr. Rudert will check with onsite person to look at it. Mr. Baldassari had the photo, had looked at it a few weeks ago, and can send Mr. Rudert the photo. He thought it should be like a dive stone, said site contractor can cut it. Further discussion regarding a resolution.

Proposal from Weston & Sampson for WWTF discussed. Check valve failure killed the blowers and damaged the aeration solenoids. Both blowers and the damaged check valves have been replaced, and if we accept and implement this proposal we should be set.

Mr. Gulino will ask Weston and Sampson life expectancy/warranty per chair's request.

Mr. Gladstone said SSBC did have to do this work, but the fundamental question is why the check valve was not replaced earlier in the project to prevent the subsequent issues. It is not clear that the solenoids would have to be replaced if the check valve hadn't failed.

MOTION by Mr. Rice to move approval of this proposal. Mr. Gladstone seconded. Unanimously approved 9-0-0.

### **C. Library Project**

#### **1) Project Update**

Mark Luzaitis represented CHA for the library. He mentioned successful September 22 groundbreaking ceremony at the site. Also, the job site excavation continued, and the site team was cutting grades, removing soil and boulders. They did a curb cut to create an access road off North Main St. Jersey barriers delivered, will use to install on School St. to commence the closure of the street. In touch with Public Safety officials. A live test of emergency vehicles to properties adjacent to project for their access purposes was done.

Chair asked Mr. Luzaitis to complete the signage as well as the contractor parking signage near the train station. Mr. Luzaitis said signs may already be onsite and will be installed.

Ms. Benjamin requested library OPM provide written documents. They need to be submitted to the admin. by the deadline to be included in the posted agenda on week prior to each meeting.

#### **2) Review and approve Amendments 7 and 8 to the LLB contract in the cumulative amount of \$90,830.**

Mr. Fair explained the two amendments:

- #7 Electric code upgrade charge; the work was immediately implemented and completed.
- #8 Additional CA-\$85,000 Rates have gone up and project is extended due to changes and delays of the project.

Mr. Gladstone spoke with Mr. Sullivan regarding the concept and amounts. It is reasonable and he recommends approval.

**MOTION:** Mr. Gladstone moved to approve Amendment #7 and Amendment #8 in the total amount of \$90,830. Ms. Winthrop seconded. Unanimously approved 9-0-0. Carolyn Weeks included in vote as library alternate.

Ms. Rowe exited the meeting at 7:19 PM.

Mr. Luzaitis said neighbors are inquiring regarding the noise and vibrations from vibratory rollers. Used for general safety for walking and prevents sediment runoff during rain. They previously requested the site team lower the compaction force/rate which he believed they had complied with. There are still inquiries. He walked the site today and could not notice the vibrations. At corner of School and Pleasant Street, there was no movement as seen with an admittedly rudimentary test using a water bottle.

Chair was expecting some proposals from CHA for some testing companies. Mr. Luzaitis understanding was that they have Geotech, but not testing agent. Chair anxious to see the proposals as there is a certain level of compaction required for the building to not settle. They may offer as a service vibratory monitoring. Can we get a proposal for this? He would like to see the vibration levels compared to what is standard.

Member asked if there had been structural fill placed without excavation? No, they are still cutting the grade. Just wheel washes to keep sediment out of the street so far.

Mr. Fair had three testing proposals (Turner, Briggs, Yankee). Mr. Sullivan and Mr. Hochheimer were going to present these, Mr. Fair has, so he can email them or wait for Mr. Sullivan. Chair would like Mr. Sullivan to get chance to make a recommendation since he had the information and was reviewing it. Chair asked Mr. Luzaitis to relay to Mr. Sullivan that time was of the essence.

Mr. Gladstone asked what the highest cost of the three proposals was. Mr. Fair said testing was ala carte proposal based upon the tests needed. LLB received a \$40,000 NTE limit for billing purposes.

Mr. Grosshandler said these are time urgent and once ready may fall within the approval range of the chair for work to be done. He suggested a path to putting the package together, perhaps someone from CHA or LLB can put together recommendations and quantities of testing. Mr. Fair does not know if Mr. Sullivan has done that or not.

Members concerned testing will be needed before the next meeting. Mr. Gladstone suggested committee move to give the chair authorization to amend the contract to LLB NTE \$40,000 for the purpose of construction material testing.

**MOTION:** Mr. Gladstone moved to give the chair authorization to amend the contract to LLB not to exceed \$40,000 for the purpose of construction material testing. Mr. Rice seconded. Unanimously approved 9-0-0.

Ms. Winthrop asked that CHA get a communication to the neighbors, so they know SSBC is reviewing.

Melissa Frazier, resident, noted that she noticed the informal testing and wanted to let everyone know that the vibration ratcheted up immensely about 30 minutes after Mr. Luzaitis was near her home.

They were doing proof rolling. Not soil being compacted for construction, but rather just to keep it in place.

Mr. Baldassari asked whether SSBC put in for a building survey of surrounding properties? We worked with the OPM to have pictures taken of surrounding properties prior to the public safety building. Chair asked that CHA investigate having building precondition surveys done.

Mr. Fair said that CHA had reached out to a surveyor because years ago, that survey did not get the required control points (coordinates). So, project needed to do a formal survey again now. The original surveyor declined to work on the project. The surveyor for the general contractor didn't want to provide it because they didn't want improprieties withing the contracts. He knows that CHA is looking into this and working quickly and diligently.

Chair agreed it was SSBC responsibility to provide line and grade, not the contractor.

#### **D. DPW -- PFAS Treatment Project – Rick and Roger**

## 1. DPW- Groundwater Treatment Project

Mr. Rice reported the OPMs were submitting RFS 10/4 -- one for each SSBC, 3 for Town officials. He will reach out to DPW for a place to store the electronic files. Grading form included. Don't be spooked by having to grade items. Refer to the evaluation criteria, 1-5. Financials will be separate, and Mr. Gladstone had offered to review them, so members should leave the financial box blank.

SSBC members asked to prepare a list of questions for the interviews. Past questions are not relevant so we need new questions. Mr. Hooper will prepare a list to pass around, and needed feedback by Tuesday, 10/10.

Mr. Rice said SSBC will have two DPW only meetings coming up. Ms. Tuck asked if interviews can be in-person meetings. Gordon suggested locations to meet. Ms. Crosby, resident, suggested Town Hall may not open in the evenings and offered alternate locations.

Mr. Rice asked Mr. Gladstone to confirm with the police chief that we can meet in the Public Safety building on 10/24.

DPW scheduled to give a project update on 10/17. Schedule is accelerated to have the contractor signed by June 2024 to be able to avail the Town to funding opportunities.

### **E. Adjournment**

**MOTION:** Chair made an omnibus motion to adjourn barring any objections. Meeting adjourned at 7:45 PM.