

## Sharon Standing Building Committee

### Zoom Meeting Minutes

Tuesday, October 31, 2023

#### SSBC Members

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

#### SBC Attendees and Others

Julie Rowe – SBC – HS -Rowe present 6:37PM	Kevin Nigro – PMA – HS
Meg Dussault - SBC	Matt Gulino – PMA – HS -present
Emily Burke – Acting HS Principal, SBC	Chris Jankun – PMA
Peter OCain – Town Engineer	Chris Carroll – PMA
Tony Kopacz – SPS – HS	Eric Lowther – PMA
Timothy Chouinard - DPW	Chris Sharkey – Tappe – HS
Eric Hooper – Superintendent of DPW - PFAS	Chris Blessen – Tappe – HS
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
Brian Valentine – LLB – Lib	Ryan ONeil – Consigli
Ariana Pizzanelli LLB - Lib	Kristy Lyons – Consigli – HS
Mark Luzaitis CHA On-site rep. - Lib-present	Jonathan Seibel – Consigli – HS
Casey Hochheimer -CHA – Lib -present	Karl Walsh – MOCC – Lib-present
Joe Sullivan - CHA- Lib-present	Krystal Burrows – MOCC - Lib

#### Open the meeting

The Chair noted that the meeting was being held remotely consistent with MA laws. There will be no public comment this evening. The meeting opened at 6:33PM.

#### A. Administration

1. Minutes for review and approval – 10/10/23; 10/17/23

**Motion** by Ms. Benjamin to approve October 10, 2023 meeting minutes. Seconded by Gladstone. Unanimously approved 10-0-0.

October 17, 2023 voucher total was incorrect because \$34,769.15 from LLB Architects was not included in the invoice voucher total. Correct total should have been \$235,485.90.

**MOTION:** by Mr. Gladstone to amend the October 17, 2023 meeting minutes library invoices total amount to \$235,485.90 Seconded by Ms. Benjamin. Approved 9-0-1 Mr. Thibault abstained.

**MOTION** by Ms. Benjamin to accept the minutes of the 10/17/23 meeting as amended. Seconded by Gladstone. Approved 9-0-1 Mr. Thibault abstained.

2. Invoices – High School invoices for review and approval

Invoices and Amendment for review and approval at the 10.31.2023 SSBC meeting for the Sharon HS project are as follows:

- **Consigli Construction Co., Inc. Requisition No. 042 totaling \$2,177,033.81 dated 10.23.2023 for the period of August 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 August 2023 is due fifteen days from today, 10.25.2023 the required submission date to the Town of Sharon for inclusion on the 10.31.2023 SSBC Meeting Agenda. Thus, payment of this Consigli Req. 042 for August 2023 is Wednesday, November 8, 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. This was previously submitted for approval at the 10.03.2023 SSBC Meeting but was not approved. At the direction of GGladstone we are resubmitting this Tappe August 2023 invoice, along with their September 2023 invoice outlined below.

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

- **Tappe Architects, Inc. Invoice 230903 totaling \$115,000.00 dated 10.02.2023 for September 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.**

After review and approval of these two (2) Tappe invoices for August & September 2023, Tappe's remaining contract value to be invoiced is \$230,000: \$115,000 for October 2023 and \$115,000 for November 2023.

- **PMA Consultants, LLC invoice 04200.00-65 totaling \$58,384.00 dated 10.12.2023 for September 2023.** This invoice includes the following backup:
  - Reimbursables totaling \$2,134.00:
    - UTS of Massachusetts Inv. 107740-1 dated 9.15.2023: Required 3<sup>rd</sup> party construction testing completed in 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 September 2023 invoice.**

**FF&E Invoice**

- **Alta Material Handling Invoice SE5/7220 dated 10.06.2023 APPROVED: \$22,780.00**

This invoice includes PMA's notation of approval and email backup confirming that the lift was received in good working order.

**Misc Invoices:**

- **S&P Security Systems Invoice 19520 dated 10.02.2023 APPROVED: \$8,600.00**
- **ENE Systems Invoice 26564 dated 01.24.2023 APPROVED: \$549.00**
- **ENE Systems Invoice 27842 dated 03.15.2023 APPROVED: \$2,853.80**

Invoices include PMA's approval notation and explanation of billed amount on the invoices.

- **Gelerman and Cabral, LLC Invoice 25114 dated 9.18.2023 TOTALING \$1,131.00**

Included for approval by the SSBC per the Town of Sharon's request on 9.29.2023.

**Tappe Contract Amendment No. 05 : Additional Required On-Site Inspections/Reporting required by the Geotechnical Engineer of Record (EOR):**

- For required Geotechnical EOR site inspections/reporting for November 2022 through/Including July 2023  
PMA has reviewed this request and recommends approval of this Tappe Amendment No. 05 to The Town of Sharon.

**MOTION:** by Mr. Gladstone for omnibus motion to approve the High School project invoices as listed above in the total amount of \$2,501,331.61. Seconded by Benjamin. Unanimously approved 11-0-0.

**A. High School Project**

**Proposed Amendment to Tappe's Contract**

Mr. Gulino outlined a Weston & Sampson Amendment (through Tappe) for additional services provided during the final phase of the project not included in their original scope. The additional testing was due to unforeseen issues which Weston & Sampson proceeded on to keep the project moving forward.

- Additional testing required for Helical Piles at the press box.

Mr. Gulino explained that these helical piles were not a part of the original design. The subgrade under the new press box was found to be unsuitable to structurally support the new press box. The fastest and most effective solution was to install helical piles which required full time on-site observation and testing by Weston and Sampson. PMA verified this work was completed.

- Unforeseen "Pink" Water testing and observation

Mr. Gulino explained that during demolition the project team noticed a large area of pinkish water ponding on the job site. Weston & Sampson reported to the jobsite to review and observe the water. The water did not dissipate for several weeks during which time Weston & Sampson was asked to perform additional tests on the water to confirm it was not contaminated. Two different tests on two different dates were completed. There were numerous site visits to confirm the water was being addressed correctly and did not worsen over time. Eventually this water was pumped into frac tanks and held until tests confirmed the water was clean and could be discharged back into the system. PMA verified this work was completed.

Mr. Gladstone said PMA reps, Tappe, and Weston & Sampson reviewed this amendment on several occasions to confirm its accuracy.

Mr. Gulino explained that the Geotech budget for this project is \$225,000 of which \$147,276 has been encumbered to date. This amendment would bring the encumbered amount to \$166,678, so we are still well within the project budget.

**MOTION** to approve Amendment 5 to Tappe's contract dated October 13, 2023, in the amount of \$19,402. Seconded by Rice. Unanimously approved 11-0-0.

**Project Updates:**

**1) GMP Summary**

- Preconstruction Amount \$431,885

- GMP Amendment #1 Amount	\$5,759,799	
- GMP Amendment #2 Amount	\$16,835,409	
- GMP Amendment #3 Amount (Pending)	\$98,517,546	
- Total GMP Amount	\$121,544,639	
- Approved Change Orders	\$2,883,747	(CO 1-40) (2.37%)
- Current GMP Amount	\$124,084,820	

## 2) Change Orders Not Approved

a) Tentatively Approved	\$0	(Recommended by SSBC Change Com.)
b) Submitted Changes	\$92,049	(Under review by the Team)
c) Potential Changes	\$195,183	(Not yet submitted)
d) Total Not Approved	\$287,232	(sum of b & c)
e) Total Potential Changes (incl. tent. approved)	\$287,232	(sum of a, b & c; 0.017% 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	\$304,733	(Potential & Submitted)
iv) Total Transfers	\$1,892,759	(75% of Starting Amount)
e) Current Anticipated Balance	\$731,250	(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 Req for August 2023)

- Total Completed to Date	\$118,004,696	(95.10%)
- Retainage Withheld	\$1,590,550	(-)
- Total Due to Date	\$116,414,146	
- Total Paid to Date	\$114,031,613	
- Total Current Payment Request	\$4,255,944	(Req #42)

## 6) Schedule

### Change Work

- Wall protection in athletic hallway ongoing. – running second shift for past several weeks.
- Transaction window scheduled for this week.
- Privacy scrim @ softball field ongoing. Wood fence was completed early last week.

## 2. Punchlist

- a. Interior: 1 Item open – Pipe Support for RTU drain
- b. Exterior: 48 Items
  - i. CCC has received final landscape punch list and has distributed it to the Landscaping Subcontractor. They plan to be on site next week to address all items.

Project was still awaiting some door hardware.

A resident along Ames Court found softball field was going to offer more line of site into their home than was previously there, so wood fence and solid-colored privacy scrim were added there. Ms. Rowe asked why the scrim had SHS Tennis and not Sharon Eagles at tennis courts? Mr. Rudert suggested this would have gone through Athletic Director and architect.

Chair asked if High School removes scrim for winter. School personnel will check maintenance documents.

## 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

## 8) Items to Review

Team landed on a scope for the crosswalk on Pond that had been discussed previously, some bollards will help with traffic signal activation. Plan to remove a section of concrete, cut corner off the curb, and placing topsoil on loam described. This was the most cost-efficient solution upon review. Mr. Rudert will have Mr. OCain review this.

## B. Library Project

1. OPM Team to discuss overall budget.
  - a. M.O'Connor Contract Inc.
  - b. LLB Architects
    - Amendment 10 Approved at 10.17.2023 SSBC Meeting
  - c. CHA Consulting Inc.
2. OPM Team to discuss Schedule.
  - a. Project Update
  - b. 2 Week Look Ahead

## Project Budget Updates

### 1) M. O'Connor Contracting Inc. Construction Budget (July Req #1 thru September Req#3)

#### Req#1

- Original Contract Sum	\$19,137,000
- Net Change by Change Orders	0
- Contract Sum to Date	\$19,137,000
- Total Completed and Stored to Date	\$424,499.00
- Retainage	
- 5.00% of Completed Work	\$21,224.95
- 0.00% of Stored Material	\$0.00
- Total Retainage	\$21,224.95
- Total Earned Less Retainage	\$403,274.05
- Less Previous Certificates for Payment	\$0.00
- Current Payment Due	\$403,274.05
- Balance to Finish, Including Retainage	\$18,733,725.95

#### **Req#2**

- Original Contract Sum	\$19,137,000
- Net Change by Change Orders	0
- Contract Sum to Date	\$19,137,000
- Total Completed and Stored to Date	\$522,757.50
- Retainage	
- 5.00% of Completed Work	\$26,137.88
- 0.00% of Stored Material	\$0.00
- Total Retainage	\$26,137.88
- Total Earned Less Retainage	\$496,619.62
- Less Previous Certificates for Payment	\$403,274.05
- Current Payment Due	\$93,345.57
Balance to Finish, Including Retainage	\$18,640,380.38

#### **Req#3**

- Original Contract Sum	\$19,137,000.00
- Net Change by Change Orders	-
- Contract Sum to Date	\$19,137,000.00
- Total Completed and Stored to Date	\$707,722.50
- Retainage	
- 5.00% of Completed Work	\$35,386.13
- 0.00% of Stored Material	\$0.00
- Total Retainage	\$35,386.13
- Total Earned Less Retainage	\$672,336.37
- Less Previous Certificates for Payment	\$496,619.62
- <u>Current Payment Due</u>	<u>\$175,716.75</u>
- Balance to Finish, Including Retainage	<b>\$18,464,663.63 Remaining</b>

## **2) LLB Design Services and Construction Administration and Amendments**

### **Project Summary**

- Extended Conceptual Design Phase	\$32,398.44
- <u>Basic Design Services</u>	
- Final Schematic Design	\$159,425.00

- Design Development	\$485,321.00	
- Construction Documents	\$575,028.50	
- Bidding/Negotiation	\$76,136.50	
- Construction Administration	\$333,047.00	(\$285,254.75 Remaining)
- <u>Furnishing Design Services</u>	<u>\$100,000.00</u>	<u>(\$100,000.00 Remaining)</u>
- Total Remaining		<b>\$385,254.75 Remaining</b>

#### **Additional Services**

- Original Contract: F.S. 11 North Main Street	\$40,000.00	
- Amendment 1: F.S. One School Street	\$32,000.00	
- Amendment 2: Full Services One School Street	\$1,776,356.44	
- Amendment 3: Commissioning	\$54,843.00	(\$42,571.50 Remaining)
- Amendment 4: Civil Schemes Freeman Property	\$2,880.00	
- Amendment 5: ZBA Design Requirements	\$39,000.00	
- Amendment 6: Final Civil Document	\$27,000.00	
- Amendment 7: Electric Code Updates	\$5,830.00	
- Amendment 8: Additional Construction Administration	\$85,000.00	(\$74,668.00 Remaining)
- <u>Amendment 9: Haz Mat Monitoring</u>	<u>\$9,603.00</u>	
- Previous Contract Total	\$2,072,512.44	
- Amendment 10: Additional Constr. Testing Services	\$40,000.00	
- Current Proposed Contract Value	\$2,112,512.44	
- <u>Total Remaining Current Proposed Contract Value</u>		<b><u>\$425,254.75 Remaining</u></b>

Chair noted that a question came up as to whether two months of testing vibration should be a stand-alone Amendment for the approximate \$10,900 plus LLB mark up. Mr. Hochheimer asked to wrap up report, and then committee can discuss if it should be its own Amendment.

#### **3) CHA Consulting Inc. Administration Budget**

- Design and Bidding	\$30,496.00
- Construction and Closeout	\$648,739.00
- Total Fee	\$679,235.00
- Total Fee Earned	\$115,996.00
- Previous Amount	\$35,000.00
- <u>Current Fee Amount</u>	<u>\$70,000.00</u>
- Balance to Finish	<b>\$563,239.00</b>

#### **4) Schedule**

##### **3. Sitework:**

- i. Excavation of lower-level basement area.
- ii. Additional survey work is ongoing.
- iii. Stockpiling fill material at West Property Line
- iv. Removal of soil and rocks from job site.
- v. Temporary electrical panel installed.

1. Waiting on Eversource for temporary power.
4. Deliveries
  - i. Rebar and Wire Mesh were delivered to the job site 10/13.
5. Misc.

Project Signage installed on East Fence Line (North Main Street) on 10/16

Mr. Luzaitis said surveyor Frank Gallagher's work was stamped and completed. The GC, Karl Walsh, asked for a couple more points to be identified on that plan. Surveyor said he should have that info out today. Mr. Luzaitis anticipated knowing by the end of the week whether the GC was fully satisfied. Mr. Grosshandler suggested email responses from this afternoon wrapped up the last two RFI qualifications against Mr. Gallagher's response and the official survey was supposed to be delivered to MOCC before the weekend.

Chair asked Mr. Walsh to confirm he does have the answers he needs. Mr. Walsh agreed they anticipated having the stamped survey with the couple of items Glen Reed, Professional Land Surveyor, had asked for, but MOCC still needed to make sure RFIs 8, 9, 21, and 25 were reviewed. Mr. Reed was asked to produce a plan to consider building location with the different property lines MOCC has now.

The surveys will be out by the end of the week and that issue should be closed by the end of the week. Mr. Walsh said then a matter of making sure everyone knows where building ends up based on the new survey.

## 5) Milestone Tracking

<u>ACTIVITY</u>	<u>ORIGINAL</u>	<u>ACTUAL</u>
Notice to Proceed	July 14 <sup>th</sup> 2023	July 14 <sup>th</sup> 2023
Commence Site Work	July 21 <sup>st</sup> 2023	July 21 <sup>st</sup> 2023
Building Demolition	August 24 <sup>th</sup> 2023	August 28 <sup>th</sup> 2023
Complete Excavation for Footings	October 4 <sup>th</sup> , 2023	October 30 <sup>th</sup> , 2023
Delivery Structural Steel	October 20 <sup>th</sup> , 2023	
Stage 1 Structural Steel (Basement Columns & 1 <sup>st</sup> Floor Beams/Decks)	November 24 <sup>th</sup> , 2023	
Complete 1 <sup>st</sup> Floor Slab over Basement	January 18 <sup>th</sup> , 2024	
Back fill basement and complete Foundations	January 18 <sup>th</sup> , 2024	
Phase Two Structural Steel 1 <sup>st</sup> Floor through Roof	March 27 <sup>th</sup> , 2024	



Mr. Walsh said everything falls apart after ‘Complete Excavation for Footings.’ He said MOCC struggled to hold any of their contractors on schedule now. They have not even started production of the first phase of the steel. The embedment steel and the first sequence of steel are the only ones that have come through the review process, all other sequences of steel are still in the shop drawing review process. Everything Mr. Walsh goes to work on turns out to be an issue that they cannot proceed. MOCC struggled to get any traction in this job.

For Friday either before or after the OAC, chair asked Mr. Fair to have the structural engineer have a working session with the Revit model with MOCC structural sub present. Mr. Walsh noted other issues such as under slab plumbing. Chair suggested setting up an MEP coordination meeting as well. Mr. Walsh said one is scheduled for this Thursday afternoon.

Mr. Sullivan noted that Mr. Walsh had a lot of coordination issues on this and wanted to know if the challenges were being formally submitted? Yes, per Mr. Walsh quite a lot of RFIs had been submitted in the last 48 hours, specifically around the elevator shop drawing details.

### 3. Invoices – Library invoices for review and approval

- **CHA Invoice 74660-06 totaling \$35,000 dated 10/05/2023 for previously unbilled balances of negotiated OPM contract fee.** This invoice includes the following backup:
  - CHA Billing matrix supporting the submission of this invoice.
    - Current Fee Amount of \$35,000 attributed to Construction and Closeout.

Please advise if you require any additional information related to this CHA invoice.

This invoice does not reflect an increase in CHA’s negotiated lump sum OPM contract value. Should you have any questions regarding this CHA Invoice 74660-05, please contact CHA Consulting Inc. Assistant Project Manager, Casey Hochheimer.

The above CHA Invoice 74660-06 was already approved at the October 17, 2023 meeting per Chair. Invoices still needing approval included:

Invoices for review and approval at the 10.31.2023 SSBC meeting for the Sharon Public Library Project are as follows:

- **Resubmittal of CHA Invoice 74660-05 totaling \$35,000 dated 8/31/2023 for previously unbilled balances of negotiated OPM contract fee.** This invoice includes the following backup:
  - CHA Billing matrix supporting the submission of this invoice.
    - Current Fee Amount of \$35,000 attributed to Construction and Closeout.

Please advise if you require any additional information related to this CHA invoice.

This invoice does not reflect an increase in CHA’s negotiated, lump sum OPM contract value. Should you have any questions regarding this CHA Invoice 74660-05, please contact CHA Consulting Inc. Assistant Project Manager, Casey Hochheimer.

- **Gatehouse Media Massachusetts Invoice 5615602 totaling \$1145.82 dated 6/20/2023: This invoice includes the following:**
  - Description of fees: Bids, and Construction in the amount of \$1145.82.
    - CHA has reviewed this invoice and we are recommending payment by the Town of Sharon.

**MOTION:** by Mr. Gladstone to approve the two Library project invoices: Gatehouse Media Massachusetts Invoice 5615602 totaling \$1145.82 dated 6/20/2023 and CHA Invoice 74660-05 totaling \$35,000 dated 8/31/2023. Seconded by Mr. Rice. 11-0-0 included Weeks.

Ms. Amend said no new MBLC update. Go forward with switchgear as needed for the project.

Chair reported side discussions going on about solar and a discussion regarding EV chargers.

Chair recommended Amendment 11 for vibration testing be submitted for endorsement at the November 14, 2023 meeting.

### **C. DPW – Groundwater Treatment Project**

#### **1. Update on contract negotiations for GWTP.**

DPW groundwater treatment- 10/10 reviewed proposals, 10/24 interviewed proposers and selected Weston and Sampson. Chair will discuss initiating work under a memo of understanding to start a preliminary design review with a not to exceed \$25K.

**MOTION:** by Mr. Rice to retain Weston & Sampson under the memorandum of understanding with a not to exceed figure of \$25K to jump start the OPM effort. Seconded by Tuck. Unanimously approve 10-0-0.

Goal is to continue negotiations and produce a fee proposal for the November 14, 2023, meeting. At minimum he would like to have scope of services and fee proposal from Weston & Sampson.

Mr. Rice said negotiations also depend on clarifying the scope of service. Chair was working with Mr. Hooper from DPW preparing a scope by pulling in feedback from other OPM services, oversight from other water treatment plants, Weston & Sampsons contract, and an internal review.

### **D. Topics the Chair would like to discuss not known 48 hours in advance**

### **E. Adjournment**

**MOTION:** Chair made an omnibus motion to adjourn barring any objections. Meeting adjourned at 7:22 PM.