

## Sharon Standing Building Committee

Zoom Meeting Minutes  
Tuesday, December 12, 2023

### SSBC Members

Matt Grosshandler, Chair -present	Mike B. Martin -present 6:43 PM	Roger Thibault -present
Deb Benjamin, Vice Chair -present	Marty Richards - absent	Colleen Tuck -present
Matt Baldassari -present	Rick Rice -present	Sara Winthrop -present
Gordon Gladstone -present		

### SBC Attendees and Others

Julie Rowe – SBC – HS -absent	Kevin Nigro – PMA – HS -present
Meg Dussault – SBC – present	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 present	Chris Sharkey – Tappe – HS
Eric Hooper – Superintendent of DPW - PFAS	Chris Blessen – Tappe – HS -present
Carolyn Weeks –LBC -present	Tim Ericson – Consigli – HS
Cheryl Weinstein – Lib -present	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 present	Ryan ONeil – Consigli
Ariana Pizzanelli LLB - Lib	Kristy Lyons – Consigli – HS
Mark Luzaitis CHA On-site rep CHA. – Lib present	Jonathan Seibel – Consigli – HS -present
Casey Hochheimer -CHA – Lib -present	Allie Goldberg, W&S -GWTP- present
Joe Sullivan - CHA- Lib	Margaret McCarthy - W&S -GWTP- present
Karl Walsh – MOCC – Lib	Alston Potts Environmental Partners -present
Krystal Burrows – MOCC - Lib	Adam Kran -present
John Freer – MOCC - Lib	David Hurley, CHA, Project Manager

### 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 6:33 PM.

#### **A. Administration**

1. Minutes for review and approval from November 28, 2023.

**MOTION** by Mr. Gladstone to approve the minutes of the November 28, 2023 meeting. Seconded by Tuck. Approved 8-0-1 (Winthrop abstained, Weinstein yes to library portion, Tuck, Rice, Thibault, Gladstone, Baldassari, Benjamin, Grosshandler).

2. Discussion, designation, and approval of “SSBC Representative” to the SBC Selection Committee

Prior years the chair was a participant on the SBC Selection Committee and Mr. Grosshandler asked if the chair should continue in this role. Mr. Gladstone suggested SSBC may wish to adopt that the chair might be a non-voting member of the Selection Committee until the most recent bylaw is reviewed or Sam Liao tells SSBC otherwise. Needs to be taken

care of now so SBC can do its work this month. Committee comprised of finance, select board, and a few others.

**MOTION** by Mr. Gladstone that chair be appointed as the representative from the SSBC to the SBC Selection Committee. Seconded by Winthrop. Approved 7-0-1. Grosshandler abstained.

3. Discussion and approval of Change Order Subcommittee/ representation -- makeup of the subcommittee Mr. Gladstone will formalize his comments for the January 9, 2023 meeting.

4. Release funds from Town Hall project fund 3101 in the amount of \$12,458 for repurposing at the Annual Town Meeting

Money left in the Town Hall budget; Mr. Chounard was investigating cost of replacing a component of a heating element in the sidewalk because it is out of warranty. Might consider this \$12K warranty reserve for something that would be considered part of the project but was no longer under warranty. Held for Jan 9 meeting.

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

- Review project schedule provided by Environmental Partners

Contract negotiations/scope of work had a few minor items needing finalization from Mr. Hooper.

- Draft matrix of roles and responsibilities

Received draft matrix updates from EP. Document aligned scopes of work by EP and W&S to make sure there was no redundancy between the two firms.

- No update on Conservation Commission because 12/07/23 meeting didn't happen.
- Town Meeting approved funding at the end of November.

W&S received 90% design plans and planned to send most comments back to EP by 12/15/23. This is on schedule per the original schedule and on track for finalizing in January.

First OAC meeting scheduled for this Friday at 11 AM. Remote option will be forwarded by Ms. Goldberg.

Deb noted that these documents should be presented on screen when SSBC is discussing them.

Approximately April 30, 2024 for RFP, 30 days for bid and 30 days for awarding of contract. Pre-approval process will start in early 2024. Sub-bids will come first, and they will have pre-quals for sub bids as well.

#### **C. Library Project**

- OPM Team to discuss overall budget.
  - o M.O'Connor Contracting Inc.
  - o LLB Architects

- o CHA Consulting Inc.
- OPM Team to discuss Project Update and Schedule.
- Discussion on Invoices for review and approval.

Invoices for review and approval at the 2023.12.12 SSBC meeting for the Sharon Public Library Project are as follows: M\_O'Connor Contracting Pencil Requisition #5 in the amount of \$230,518.45 dated 11/30/2023. This invoice includes the following backup:

- o M. O'Connor Contracting matrix supporting the submission of this invoice. Current Fee Amount of attributed to items associated with construction. CHA has reviewed this invoice, and we are recommending payment by the Town of Sharon. Sara Winthrop confirmed reviewing the MOCC Pencil Req. 5.

**MOTION** by Mr. Gladstone to approve M.O'Connor Contracting Pencil Requisition #5 in the amount of \$230,518.45 dated 11/30/2023. Seconded by Tuck . Approved 9-0-0 (Mike Martin joined the meeting and is included in this vote).

David Hurley, Project Manager, joined CHA three weeks ago and will be involved with CHA team moving forward.

#### 1) M. O'Connor Contracting Inc. Construction Budget (thru October Req#5)

##### Req#5

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	\$1,594,701.00
Retainage	
5.00% of Completed Work	\$70,625.06
5.00% of Stored Material	\$9,110.00
Total Retainage	\$79,735.06
Total Earned Less Retainage	\$1,514,965.94
Less Previous Certificates for Payment	\$1,283,497.49
<u>Current Payment Due</u>	<u>\$231,468.45</u>
Balance to Finish, Including Retainage	<b>\$17,622,034.06 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
Construction Documents	\$485,321.00

Design Development	\$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 (\$100,000.00 Remaining)</u>
<b>Original Contract Total Remaining</b>	<b>\$385,254.75</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	\$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
Amendment 11: Additional Testing Services	\$11,990.00
Current Proposed Contract Value	\$2,124,502.44
<u>Total Remaining Current Proposed Contract Value</u>	<u><b>\$437,244.75</b></u>

### 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	\$150,996.00
Previous Amount	\$115,996.00
Outstanding Invoices	
74660-05	\$35,000.00
<u>74660-06</u>	<u>\$35,000.00</u>
<b>Total</b>	<b>\$70,000.00</b>
Current Fee Amount	
<u>74660-07</u>	<u>\$35,000.00</u>
Balance to Finish	<b>\$528,239.00</b>

#### 4. Schedule

## Job Site Activity

Photos of Grounding Wire Installation, Wall Sleeves and Louver Openings, Concrete Pour, Concrete insulation Blankets, Form Removal Work, Rebar & Panel Installation Work, Underground Plumbing work shown by Mr. Hochheimer. Concrete pour is scheduled for 12/13. One more pour will be needed. Floor height is 12 feet, so elevator feet is 4 feet below that.

Mr. Gladstone asked for a plan with gridlines shown for next meeting.

## 5. Milestone Tracking

ACTIVITY	ORIGINAL	ACTUAL
Basement Foundation Footings and Walls	November 3 <sup>rd</sup> 2023	December 15 <sup>th</sup> 2023
Frost Wall Footings and Foundations	November 27 <sup>th</sup> 2023	January 15 <sup>th</sup> 2024
Delivery of Structural Steel	October 26 <sup>th</sup> 2023	January 15 <sup>th</sup> 2024
Stage 1 Structural Steel (Basement Columns & 1 <sup>st</sup> Floor Beams/Decks)	November 24 <sup>th</sup> 2023	January 26 <sup>th</sup> 2024
Complete 1 <sup>st</sup> Floor Slab over Basement	January 18 <sup>th</sup> , 2024	Spring 2024
Back fill basement and complete Foundations	January 18 <sup>th</sup> , 2024	Spring 2024
Phase Two Structural Steel		
1 <sup>st</sup> Floor through Roof	March 27 <sup>th</sup> , 2024	April 30 <sup>th</sup> 2024

### D. High School Project

- **CM Report**

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

- **Schedule**

- Consigli to review latest schedule, logistics plan and pictures.

### 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	\$2,950,195	(CO 1-43) (2.41%)
- Current GMP Amount	\$124,396,656	

#### 2) Change Orders Not Approved

a) Tentatively Approved	\$17,708	<i>(Recommended by SSBC Change Com.)</i>
b) Submitted Changes	\$8,544	<i>(Under review by the Team)</i>
c) Potential Changes	\$455,548	<i>(Not yet submitted)</i>
d) Total Not Approved	\$464,092	<i>(sum of b &amp; c)</i>
e) Total Potential Changes <i>(incl. tent. approved)</i>	\$481,800	<i>(sum of a, b &amp; c; 0.039% of GMP)</i>

### 3) CM Contingency

a) Beginning Amount	\$2,099,210	
b) Amount from Savings from Buyout	\$524,800	<i>(Max. Per Contract)</i>
c) Current Amount	\$2,624,010	
d) Requests Against Contingency		
i) Approved	\$1,588,026	
ii) Tentatively Approved	\$52,135	<i>(Approved by the Team)</i>
iii) Pending	\$183,193	<i>(Potential &amp; Submitted)</i>
iv) Total Transfers	\$1,823,354	<i>(75% of Starting Amount)</i>
e) Current Anticipated Balance	\$734,262	<i>(32% Remaining)</i>

### 4) Allowances

f) Beginning Amount	\$2,040,000	
g) Amount from Savings from Buyout	\$1,573,446	<i>(Note \$204,112 to Temp Gen Allowance)</i>
h) Current Amount	\$3,613,446	
i) Requests Against Allowances		
i) Approved	\$837,187	
ii) Tentatively Approved	\$0	<i>(Approved by the Team)</i>
iii) Pending	\$34,638	<i>(Potential &amp; Submitted)</i>
iv) Total Transfers	\$871,825	<i>(43% of Starting Amount)</i>
j) Current Anticipated Balance	\$2,741,621	<i>(135% Remaining)</i>

### 5) Requisitions *(thru Req 43 for Sept/October 2023)*

- Total Completed to Date	\$118,933,696	<i>(95.62%)</i>
- Retainage Withheld	\$1,457,655	<i>(-)</i>
- Total Due to Date	\$117,475,368	
- Total Paid to Date	\$116,208,647	
- Total Current Payment Request	\$1,266,721	<i>(Req #43)</i>

### 6) Schedule

- a. Warranty work ongoing this past week for Roof Top Units.
- b. Wheelchair lift steel installed. Scheduling the elevator installer as soon as possible. Anticipate before end of month work will be wrapped up.

- c. Landscaper to be on site week of 12/17 to address non-planting/seeding items. Remainder of items to be addressed week of April 15<sup>th</sup>, 2024 (beginning of planting season).
- d. HVAC subcontractors on site this week to address remaining Commissioning items.

Mr. Rudert said Issues involved in the commissioning include fully automated building system operation. MSBA commissioning process goes through the process line by line and assimilation different conditions. Some of the issues were related to the rooftop valve issues. They are addressing issues as they go through the list. This all relates to space comfort and building efficiency and to ensure that the equipment is working properly. HVAC contractor being pushed to get their work done the way it needs to be done to get items off that list and get systems working appropriately.

## 2. Punchlist

- a. 47 Punch List Items. Scheduling trades this week to complete items.

Remaining planting items will be addressed in the spring during planting season.

Looking at some bathroom conditions not being structurally sound. Some horizontal cross members weren't installed properly by contractor and some windows weren't showing on shop drawings, so they had to go up into the wall rather than across. Changing to a more vertical driven system to go to the ceiling, taking away an attractive nuisance.

Some pedestrian bollards and sidewalk issues were being addressed on Pond Street.

## 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	8/25/2023	0	0

- **HS Invoices:** Invoices for review and approval at the 12.12.2023 SSBC meeting for the Sharon HS project are as follows:

### **Consigli Construction Co., Inc. Requisition No. 043 totaling \$1,584,535.05 dated 12.01.2023 for the period of September & October 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 September & October 2023 is due fifteen days from today, 12.06.2023 the required submission date to the Town of Sharon for inclusion on the 12.12.2023 SSBC Meeting Agenda. Thus, payment of this Consigli Req. 043 for September & October 2023 is Wednesday, December 20, 2023.

### **Misc Invoices:**

- **S&P Security Systems Invoice 19331 dated 09.18.2023 APPROVED: \$665.00**

Invoice includes PMA's approval notation.

- **S&P Security Systems Invoice 19332 dated 09.18.2023 APPROVED: \$765.00**

Invoice includes PMA's approval notation.

- **Anderson Electrical Contractors, Inc. invoice 27761 dated 11.15.2023 APPROVED \$2,910.00**

Invoice includes PMA's approval notation and email backup from the Sharon School Department's Director of Facilities.

**MOTION:** omnibus motion by Mr. Gladstone to approve the HS project invoices as listed above in the total amount of \$1,588,875.05. Seconded by Winthrop. Unanimously approved 9-0-0.

#### **8) Items to Review -- Change Management**

- Review Change Orders 045 and Transfer Change Order 044T. These were reviewed and approved by the Change Order Subcommittee on 11/28/2023.

**MOTION:** Mr. Gladstone moved to approve Change Order #045 in the amount of \$17,708. Seconded by Rice. Unanimously approved 9-0-0.

**MOTION:** By Mr. Gladstone to approve Transfer Change Order 044T in the amount of \$0. Seconded by Rice. Unanimously approved 9-0-0.

Detention ponds responded to the latest rains well. There was some water that infiltrated the drive and froze. The team was reviewing the situation to come to a resolution. Ms. Dussault noted only one was an issue and the others were fine. Mr. Blessen said the issue was not related to detention ponds, sheet flow from softball field caused flooding. They were looking into it.

- Additional Request for Rock Wall Harnesses = \$227.80

Mr. Gladstone was perplexed why athletic Department hasn't been seeking the harness and training funds. This is a new feature that the school never had so incumbent upon SSBC to make sure equipment is available to make it work. Ms. Dussault said there are very few people who are certified locally. Mr. Kopacz expected to have training within the next month per Ms. Dussault. Ms. Benjamin suggested that as soon as an estimate was available for training maybe a not to exceed could be provided.

Member asked why harnesses weren't included initially? The hardware was included. This is "soft" ware. Mr. Gladstone said system was designed with self-belaying, or whatever appropriate terminology would be.

**MOTION:** by Mr. Gladstone to authorize acquiring the rock wall harnesses in the amount of \$227.80. Seconded by Winthrop. Unanimously approved 9-0-0.

- Black Box Changes Request. To be reviewed with the SSBC to confirm the project team can proceed with pricing the request.

Ms. Dussault offered pricing for Black Box theater totaling \$38,591.74. Musicians perform in Black Box while performance happens on auditorium stage, just missing equipment to connect the Black Box to the auditorium. Useful for performances, for Town Meeting, and allows SCTV the option to be able to video on the stage from a location that is

not blocking the ADA ramp that leads up onto the stage. Allows for two-way communications between the Black Box and the stage. Wiring infrastructure was part of physical build. This is the technology to plug into existing infrastructure - monitors, cameras, cables. Ms. Dussault and Mr. Blessen confirmed this was the final parts list needed. If there is a delay, it eliminates the usability for a performance. Architect said this is install quote with training. Letter is from the school department and was written after they had done all of their sourcing.

Deb asked if they would pay Consigli or pay the vendor directly? Mr. Blessen has the actual sub vendor quote. They will run it through Tappe, same way they ran the wireless speaker system through Tappe.

**MOTION** to allow Tappe to submit a change authorization to increase their fee to cover these costs. Seconded by Winthrop. Unanimously approved 9-0-0.

Pass through reimbursable.

The auditorium and black box were built for permanent installation of this type of solution. The equipment has places to be installed without obstruction to the attendees or participants. This includes monitors that will not bleed light.

**MOTION** by Mr. Gladstone to increase Tappe's contract in the amount of \$38,591.74 contingent upon the chair receiving an actual quotation and a proposal from the vendor. Seconded by Benjamin.

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

**F. Adjournment**

**MOTION:** absent any objection the chair assumed unanimous consent to adjourn.

The meeting adjourned at 7:43 PM.

The above minutes were approved at the January 9, 2024 SSBC meeting.