

**Sharon Standing Building Committee**

Zoom Meeting Format

Tuesday, February 20, 2024

**SSBC Members**

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

**SSBC Attendees and Others**

Julie Rowe – SBC – HS	Kevin Nigro – PMA – HS -present
Meg Dussault - SBC	Matt Gulino – PMA – HS
Emily Burke – Acting HS Principal, SBC	Chris Jankun – PMA
Peter OCain – Town Engineer	Chris Carroll – PMA
Tony Kopacz – SPS – HS -present	Eric Lowther – PMA
Timothy Chouinard – DPW & WTP Alt.	Chris Sharkey – Tappe – HS
Eric Hooper – Superintendent of DPW & WTP-present	Chris Blessen – Tappe – HS
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	Mike Winters – Consigli – HS
Brian Valentine – LLB – Lib	Ryan O’Neil – 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	Allie Goldberg, Margaret McCarthy W&S –WTP - present
Joe Sullivan - CHA- Lib	Margaret McCarthy - W&S -WTP
Karl Walsh – MOCC – Lib	Alston Potts - Environmental Partners- WTP
Krystal Burrows – MOCC - Lib	Adam Kran - Environmental Partners- WTP
John Freer – MOCC - Lib	David Hurley, CHA, Project Manager -present
Chris Pimentel – Fin/Com LIB rep	Rob Terpstra – WTP – DPW Water Div. Sup. -present

**Open the meeting**

The Vice Chair, Matt Baldassari, noted that the meeting was being held remotely consistent with MA laws. There will be no public comment this evening. The meeting opened at 6:32PM.

**A. Administration**

1. Minutes for review and approval from February 6, 2024 SSBC meeting.

**MOTION** by Ms. Benjamin to approve the minutes of the February 6, 2024 meeting. Seconded by Ms. Winthrop. 7-0-0 (Tuck, Thibault, Rice, Gladstone, Winthrop, Benjamin, Baldassari).

Mr. Gladstone had an issue with a section to change a vote item 3 and suggests that SSBC vote to approve the minutes and then he will ask to change the content of one of the sections in the next meeting. Some discussion on approving minutes that will be changed. Gordon assured the committee that the minutes will be unchanged, but some wording would be clarified.

Mr. Nigro noted that Matt Galino was no longer working with PMA, but he worked hard with the town to make sure the budget was updated, and everything was in good shape prior to leaving. Mr. Nigro and Mr. Siebel will get as many items as possible for next CO Sub meeting.

## **B. High School Project**

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

Generator arrived today for WWTP. Team had some potential changes to review and determine whether to go forward. There was some existing cabling for the generator that may not be in a condition to reuse. Will submit for change as Mr. Nigro and team have determined not to reuse the less than quality cables.

Stage flowing made some noise and Tappe thought underlay paper used was a faulty product. Some boards were replaced within a sample area and will likely address the noise concerns per Mr. Rudert. Regarding warranty, Mr. Rudert needed to talk to sub to confirm if case was strong enough for this to be at no cost to the town.

Different issue than SMS stage floor.

A bunch of minor items were scheduled over school vacation including Vinagro replacing the vent hatch at the WWTP with a steel one. WB Mason was on site to do science table replacements as well.

Regarding blower testing the building, Mr. Rudert said 95% sealed up, a couple of things to seal tomorrow AM. Tester walked it and felt team was in good shape with preparation for blower tests.

Are there any roof leaks? Ceiling leaks/water leaks that may be under warranty exist. Some ongoing leaks in the wellness area – 8 rooftop units located in that area – but Mr. Rudert believed they had been addressed.

Mr. Rudert said they will be installing, at no charge, an upgraded hatch to what was in documents because a concrete truck drove through the existing one. H-20 hatch should have been able to take a truckload. Mr. Thibault asked if high-quality coating was used so it will not rust in the next year or two.

2. Change Orders and School Requests --\_Review Change Order 047 and Transfer Change Order 046T which were approved by the Change Order Subcommittee on 02/06/2024

- CO 047 (increase to GMP) = \$41,342

**MOTION** by Mr. Gladstone to approve Change Order 047 in the amount of \$41,342. Seconded by Benjamin Unanimously approved 7-0-0 (Tuck, Thibault, Rice, Gladstone, Winthrop, Benjamin, Baldassari).

- TCO 046T (transfers within GMP) = \$26,666

**MOTION** by Mr. Gladstone to approve TCO 046T in the amount of \$26,666. Seconded by Rice. Unanimously approved 7-0-0 (Tuck, Thibault, Rice, Gladstone, Winthrop, Benjamin, Baldassari).

- School Request: Previously approved by the SSBC was procurement of temperature probes for the science classrooms. The school requested multi-packs of these probes, but singular probes were previously priced. This is a request to order the originally requested multi-packs of these probes in the amount of \$2,815.38

Mr. Nigro agreed approved by PMA.

**MOTION** by Mr. Gladstone to approve the probes in the amount of \$2,815.38. Seconded by Benjamin. Unanimously approved 7-0-0 (Tuck, Thibault, Rice, Gladstone, Winthrop, Benjamin, Baldassari).

3. Invoices -- for review and approval at the 2.20.2024 SSBC meeting for the Sharon HS project are as follows:

**FF&E Invoice:**

- **AramSCO Inc. Invoice S6120013.001 dated 12.01.2023 APPROVED: \$1,131.76**

Invoice includes PMA's approval notation along with email backup from Sharon School Department confirming floor mats received in good condition.

**Misc Invoices:**

- All of these invoices are from **Weston & Sampson Services, Inc.** for work at the Wastewater Treatment Plant that is/was not included in the CMR's contract. Payment of these invoices through the new Sharon High School Building Project was approved by the SSBC at the October 3, 2023 Meeting.

PMA approval notation is included on the invoice summary page.

- Invoice 1231771 dated 1.10.2023 APPROVED: \$2,030.00
- Invoice 2231801R dated 2.14.2023 APPROVED: \$2,394.00
- Invoice 3231578R dated 3.08.2023 APPROVED: \$560.00
- Invoice 4231712R dated 4.17.2023 APPROVED: \$560.00
- Invoice 5221558 dated 5.12.2022 APPROVED: \$473.80
- Invoice 5231818 dated 5.17.2023 APPROVED: \$3,393.20
- Invoice 6221668 dated 6.13.2022 APPROVED \$2,204.44

**MOTION** by Mr. Gladstone to approve the above-listed HS project invoices in the total amount of \$12,747. Seconded by Rice. Unanimously approved 7-0-0.

**C. Library Project**

1. Project Schedule Update

- Progress since last meeting
  - Completed installation of perimeter drain and basement wall insulation.
  - Removal of formwork material and equipment is ongoing.
  - Main placement and compaction of structural fill has been completed.
  - 3<sup>rd</sup> party testing has no issues to report.
  - Structural steel team started mobilization on 2/7.
- Foundation:
  - Form work team stripped formwork from all foundation and frost walls.
  - Foundation perimeter drain installation is complete

- Placed and compacted fill material as shown in the diagram
- Fill and compaction progressing along south wall, grid line

Mr. Hochheimer said Briggs completed the compact testing. Steel mobilized on Feb 7th for subsequent installation. The perimeter drain is completely surrounded by 2' of crushed stone. There is an area of compaction not yet complete.

2. Upcoming activities/milestones

- Delivery of Structural Steel 2/14 and 2/17 per Mr. Hochheimer
- Steel framing (5 weeks)
- Steel detailing (3 weeks)

3. Library Project Invoices

**M.O'Connor Contracting Pencil Requisition #7 in the amount of \$479,692.05 dated 1/31/2024.** This invoice includes the following backup:

- 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.**

\*Please advise if you require any additional information related to this M.O'Connor Pencil Requisition #7.

This invoice does not reflect an increase in M. O'Connor Contracting's negotiated lump sum GC contract value. Should you have any questions regarding this pencil requisition #7, please contact CHA Consulting Inc. Project Manager, David Hurley, and Assistant Project Manager, Casey Hochheimer.\*

**LLB Invoice 29-1925 totaling \$29,376.91 dated 1/31/2024: This invoice includes the following:**

- LLB Billing matrix supporting the submission of this invoice.
  - Construction Administration: \$18,317.59
  - Amendment 8 - Additional CA: \$3,960.00
  - Amendment 10 - Construction Testing Services: \$6,314.00
  - Expenses: \$785.31
  - CHA has reviewed this invoice, and we are recommending payment by the Town of Sharon.

\*Please advise if you require any additional information related to this LLB invoice.

This invoice does not reflect an increase in LLB's negotiated lump sum contract value. Should you have any questions regarding this LLB Invoice 29-1925, please contact CHA Consulting Inc. Project Manager, David Hurley, and Assistant Project Manager, Casey Hochheimer.\*

Mr. Gladstone asked Mr. Rice if it was unusual to be billed for miles (\$668.07)? Mr. Rice says it all comes down to how their contract was written. Mileage is a reimbursable. Mr. Gladstone will review the contract.

Mr. Gladstone asked if all the Briggs' invoices have been subject to verification by CHA on site? Mr. Luzaitis said the

latest invoice was checked and corrections were made as needed (rush soil samples that were never ordered were removed from the invoice), so it was accurate as presented to the committee.

**CHA Invoice 74660-10 totaling \$35,000.00 dated 02/02/2024 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 \$35,000.00 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 74660-10, please contact CHA Consulting Inc. Assistant Project Manager, Casey Hochheimer.

**MOTION** by Mr. Rice to approve the above-listed Library Project invoices in the total amount of \$554,068.96. Seconded by Mr. Gladstone. Unanimously approved 7-0-0.

4. Project Budget Update -- Budget remains on target

**1) M. O’Connor Contracting Inc. Construction Budget (thru January Req #7)**

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	\$2,386,230.00
Retainage	
5.00% of Completed Work	\$94,896.51
5.00% of Stored Material	\$24,415.00
Total Retainage	\$119,311.51
Total Earned Less Retainage	\$2,266,918.49
Less Previous Certificates for Payment	\$1,787,226.44
<u>Current Payment Due - Req #7</u>	<u>\$479,692.05</u>
Balance to Finish, Including Retainage	<b>\$16,870,081.51</b>

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

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	33,047.00 - (36% complete, \$211,984.39 remaining)
Furnishing Design Services	\$100,000.00 - (Not started, \$100,000.00 remaining)
<b><u>Basic Design Services Subtotal</u></b>	<b><u>\$1,728,958.00 - (81% complete, \$330,301.98</u></b>

Amendment 3: Commissioning	\$54,843.00 - (22% complete, \$42,571.50 remaining)
Amendment 4: Civil Schemes Freeman	\$2,880.00 - (100% complete)
Amendment 5: ZBA Design Requirements	\$39,000.00 - (100% complete)
Amendment 6: Final Civil Document	\$27,000.00 - (100% complete)
Amendment 7: Electric Code Updates	\$5,830.00 - (100% complete)
Amendment 8: Additional Construction Administration	\$72,000.00 - (36% complete, \$45,828.00 remaining)
Amendment 8: Additional Furnishing Services	\$13,000.00 – (Not started, \$13,000.00 remaining)
Amendment 9: Haz Mat Monitoring	\$3,872.00 - (100% complete)
Amendment 10: Additional Constr. Testing Services	\$40,000 - (20% complete, \$32,047.00 remaining)
Amendment 11: Automated Vibration Monitoring	\$11,990.00 - (Not started, \$11,990.00 Remaining)
<b><u>Additional Services Subtotal</u></b>	<b><u>\$270,415.00 – (46% complete, \$145,436.50 remaining)</u></b>
<b><u>Expenses</u></b>	<b><u>\$15,000 – (60% complete, \$6,037.17 remaining)</u></b>
<b>Current Invoice Due – 29-1925</b>	<b>\$29,376.91</b>
<b><u>Total Contract Value</u></b>	<b><u>\$2,046,771.44 (77% complete, \$463,458.06 remaining)</u></b>

### 3) CHA Consulting Inc. Administration Budget

Design and Bidding	\$30,496.00 - (100% complete)
Construction and Closeout	\$587,856.00 – (38.4% complete, \$362,356 remaining)
Closeout	\$60,883.00
<b><u>Total Fee</u></b>	<b><u>\$679,235.00</u></b>
Total Fee Earned	\$255,996.00
Previous Amount	\$220,996.00
<b><u>Current Invoices</u></b>	
74660-10	\$35,000.00
<b>Total Amount Due</b>	<b>\$35,000.00</b>
<b>Balance to Finish</b>	<b>\$423,239.00</b>

### D. DPW – Water Treatment Project

#### 1. Review revised prequalification rubrics

Range for legal proceedings scoring was increased and audited financial statements scoring was re-adjusted since the last meeting. This was from a discussion in the project meeting regarding how the references will be scored.

#### 2. Project schedule

Dates are still not targeted but end of March early April for documents out to bid and end of May for Bid Opening Dates. SSBC needs to have contract executed by the end of June due to grant timeline. It is a very tight schedule. G- d

Ms. Golberg stated she did not expect a tough time with bids because there was an extensive list of those that are currently holding the plans for review prior to prequalification. There were a good number of GCs too she confirmed. A few filed sub bids had to be resubmitted in past projects. The “holders” are many.

- a. W&S reviewing 100% design
  - 1. W&S targeting to return comments by 02/23
- b. Updates from OAC progress meeting held on 02/16

Ms. Goldberg was asked to distribute the OAC meeting minutes by Mr. Thibault.

- 3. Review W&S invoice and overall project budget
  - a. Review W&S Invoice #2240488 totaling \$31,286.27 for work completed through January 26, 2024

Mr. Thibault asked for a chart of professional personnel and their labor category be attached.

**MOTION** by Mr. Rice to approve the Weston and Sampson invoice #2240488 in the total amount of \$31,286.27. Seconded by Gladstone. Unanimously approved 8-0-0. (included Mr. Hooper).

- b. Review budget updates

Ms. Goldberg noted that 22% incurred in the design phase currently.

Environmental Partners is being paid out of operating budget and water main component of the project which is not SSBC. When project moves to construction administration, then W&S will be tracking EPs invoices. The design is on the operating budget.

Question on executed contract. Mr. Hooper will check in with Town Hall and Matt Grosshandler.

Discussion about whether architect for the library should be an agenda item tonight? Can be added to an upcoming agenda. As it is not on the agenda discussion will be held for a further meeting.

**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 7:38 PM.

These minutes were approved at the March 5, 2024 SSBC meeting.