

Sharon Standing Building Committee

Zoom Meeting Minutes

Tuesday, March 19, 2024

SSBC Members

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

SSBC Attendees and Others

Rusty Calloway – COD rep to the SSBC	Kevin Nigro – PMA – HS -present
Julie Rowe – SBC – HS	
Meg Dussault - SBC	Kevin Weber – DPW WTP
Emily Burke – Acting HS Principal, SBC -present	Chris Jankun – PMA
Peter OCain – Town Engineer	Chris Carroll – PMA
Tony Kopacz – SPS – HS -present	Eric Lowther – PMA
Rob Terpstra – WTP – DPW Water Div. Sup. -present	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
LeeAnn Amend – Lib	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	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-present
John Freer – MOCC - Lib	David Hurley, CHA, Project Manager -present
Chris Pimentel – Fin/Com LIB rep	Jason Knutson AIA Principle, CGKV Architects WTP -present

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 6:32 PM.

A. Administration

1. Minutes for review and approval from March 5, 2024 SSBC meeting. (Winthrop, Martin were not present on 3/5).

MOTION by Tuck to approve the minutes of the March 5, 2024 meeting. Seconded by Benjamin.

With Winthrop not in attendance at March 5 meeting, there were not enough votes to pass unless alternate reps from various projects are included. No rep for HS present. Have to pass on voting these in and bring it back at the next meeting.

B. High School Project

Mr. Nigro said no major updates. Walked playing fields last Friday and produced a few issues that they are looking into and will take to school administration.

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	\$3,252,964	(CO 1-45) (2.41%)
g) Current GMP Amount	\$124,062,949	

2) **Change Orders Not Approved**

a) Tentatively Approved	\$145,796	(Recommended by SSBC Change Com.)
b) Submitted Changes	\$159,079	(Under review by the Team)
c) Potential Changes	\$124,820	(Not yet submitted)
d) Total Not Approved	\$283,899	(sum of b & c)
e) Total Potential Changes (incl. tent. approved)	\$429,695	(sum of a, b & c; 0.039% 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	\$1,706,555	
ii) Tentatively Approved	\$37,922	(Approved by the Team)
iii) Pending	\$232,164	(Potential & Submitted)
iv) Total Transfers	\$1,976,641	(92% of Starting Amount)
e) Current Anticipated Balance	\$685,291	(26.1% 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	\$15,921	(Potential & Submitted)
iv) Total Transfers	\$853,108	(43% of Starting Amount)
j) Current Anticipated Balance	\$2,760,338	(135% Remaining)

Mr. Siebel anticipated full \$2.7M in Allowance to be returned to town. Per Mr. Nigro, no budget revision requests before the MSBA because the final Req. is not available currently. But they should coincide, and they will reconcile any allowances and transfers at that time. PMA has time to review it with Tappe and Consigli. Timing of return of the \$2.7M not known at this time.

5) Requisitions (thru Req 45 for Jan 2024)

a) Total Completed to Date	\$119,276,564	(95.7%)
b) Retainage Withheld	\$608,165	(-)
c) Total Due to Date	\$118,558,552	
d) Total Paid to Date	\$117,793,182	
e) Total Current Payment Request	\$109,846	(Req #45)

6) Schedule

- a. RFP 046 WWTP Generator - Remaining wiring still needs to be pulled to generator.
- b. Wheelchair Lift – Telephone Line needs to be programmed. Inspection to be called once programmed. Should happen quickly per Mr. Seibel.

Griffin to be onsite for connecting Generator, wheelchair lift is also contingent upon Griffin for the telephone line to be able to schedule and pass inspection.

2. Punchlist

- a. 26 Punch List Items
 - i. Remaining Items to be addressed during first week of the planting season – reloom and reseed and replace a few plants that are under warranty will take place around April 15.

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

6:42 PM HS Business not anticipated within 48 hours. Not controversial, have been discussed previously in SSBC meetings.

- a) Owner Change Order #048 in the amount of \$145,796 for LED Stair Nosings Credit, WWTP Generator, Toilet Partitions and Removal and disposal of Ames Ct. fence.

All of the work in the CO has been completed except for the final gas. The cost is on here for the connections, but the connections have not been done. Additional wiring discussed two meetings ago to purchase pieces to extend the connectors to the generator are not included here. Should not be more than two working days once extenders arrive.

MOTION by Mr. Gladstone to approve CO #048 in the amount of \$145,796. Seconded by Benjamin. Unanimously approved 6-0-0 (Winthrop, Tuck, Benjamin, Martin, Gladstone, Grosshandler).

- b) Transfer Change Order #047T in the amount of \$0. Included RFI 350 0 AV Control Interface for LED Wall Rigging; Supplemental Steel for Press box Wheelchair Lift Cost, R&D of Temp Asphalt and Replace Auditorium Seat Lighting Connectors.

MOTION by Mr. Gladstone to approve TCO #047T in the amount of \$0. Seconded by Benjamin. Unanimously approved 6-0-0. (Winthrop, Tuck, Benjamin, Martin, Gladstone, Grosshandler).

Member asked about work that is planned for punch items such as stage flooring and a two week look ahead. April break will replace the stage flooring since the underlayment was tested and worked. There may be a few other minor items to be completed simultaneously. The generator and wheelchair lift should be complete before the break.

Mr. Nigro had no additional information on the darkroom. He was working with Mr. Kopacz and school administration to ensure that there was positive exhaust airflow.

8. Invoices for the HS Project: are as follows:

Misc Invoice:

- Weston & Sampson Services, Inc invoice 12231524 dated totaling \$31,330.00 for work at the Wastewater Treatment Plant that is/was not included in the CMR's contract. PMA approval notation along with approval backup documentation is included with this invoice.

FF&E Invoices

- WB Mason invoice 233005816 dated 9.26.2022 BALANCE APPROVED: \$2,919.00
- Hertz Furniture invoice 688381 dated 1.30.2023 BALANCE APPROVED: \$1,215.56
- Hertz Furniture invoice 688374-2 dated 4.20.2023 APPROVED: \$172.50
- Hertz Furniture invoice 688381-3 dated 6.16.2023 APPROVED: \$5,369.80
- Hertz Furniture invoice 688415-2 dated 6.19.2023 APPROVED: \$18,080.25
- Creative Office Resources invoice 236783 dated 12.29.2023 APPROVED: \$53,075.00

All FF&E invoices have required approval notation and/or additional backup documentation.

MOTION by Ms. Benjamin to approve the above listed HS project invoices in the total amount of \$112,162.11. Seconded by Tuck. Unanimously approved 6-0-0 (Benjamin, Tuck, Grosshandler, Winthrop, Martin, Gladstone).

Electrical issues discussed at HS OAC meeting, and Mr. Gladstone provided electrical supply company contact to look at voltage issues.

C. Library Project

Mr. Hurley offered project update. Library team has beam at old Library for signing.

Project Schedule Update

1. Progress since last meeting
 - Steel framing in progress
 - Structural steel deliveries were completed last week, a few minor pieces still to come.
 - Steel inspections
2. Upcoming activities/milestones

- Structural steel deliveries
- Steel framing
- Steel detailing
- Deck installation
- Steel inspections
- Topping Off Beam signature campaign – beam now at library for residents to sign

Chair asked what is the purpose of the closure plates? The bent steel plates on the roof? Mr. Fair said they may be included to hold up the wood framing at the cornice.

3. Invoices for Approval:

- **LLB Invoice** 30-1925 in the amount of \$29,120.74 dated 2/29/2024.
 - Construction Administration: \$18,317.59
 - Amendment #3 – Commissioning Agent: \$1085.75
 - Amendment #8 - Additional CA: \$3960.00
 - Amendment #10 – Construction Testing Services: \$5,665.00
 - Expenses - \$92.40 CHA has reviewed this invoice and we are recommending payment by the Town of Sharon.
- **MOCC Requisition:** Requisition #8 in the amount of \$554,223.35 Dated 3/12/2024.

Components: Please refer to the work completed in this period within the provided matrix attached to the invoice voucher. CHA has reviewed this invoice, and we are recommending payment by the Town of Sharon.

MOTION by Mr. Gladstone to approve LLB’s Invoice #30-1925 in the amount of \$29,120.74 dated February 29, 2024 and MOCC’s Requisition #8 in the total amount of \$554,223.35 dated March 12, 2024. Seconded by Benjamin. 7-0-0 (Weinstein, Tuck, Winthrop, Benjamin, Grosshandler, Gladstone, Martin).

CHA will have both February 2024 and March 2024 invoices for the April meetings.

4. Project Budget Update

- Budget remains on target

Dave reviewed the budget. Last Cost Report was prepared at the beginning of March 2024. New one requested by chair.

Ms. Weinstein invited everyone to sign the beam.

D. DPW – Water Treatment Project

1. Architectural Discussion

Working towards finalizing bid docs. per Mr. Kran. Have had some discussions about exterior building colors and window patterns. Bid docs due out at the end of month and RFPs are due out to contractors by beginning of April. Mr. Khan said they are pushing to meet that but may need more time.

Chair said timeline from now to contractor award is a critical one to make sure no grant money is left on the table.

Ms. Goldberg will present a more up-to-date schedule at the next meeting.

Mr. Kran is looking to solidify some design considerations going into bidding.

Dawson City Water Treatment Plant with darker gray exterior skin and two over two window pattern is what they used as a starting point. have been working on so far for West (Tree Lane) Elevation. A couple of options were sent out to the subcommittee. Proponent, Mr. Hooper, recommended 6 over 6, and 6 over 1 was option number 2. Jason Knutson said windows were triple glass and muntins that make up the panes are in the glass so easy cleaning. Mr. Hooper does want to pass the design by the neighborhood.

Ms. Tuck said behooves committee to consult with neighbors. She expressed a preference that the building blend into the surrounding woods, mentioned gray. Blend of architectural styles on the street. Chair looking to stay with standard exterior colors and welcomed feedback from the neighbors, also wanted to stay within durability of the project. Ms. Benjamin agreed with Ms. Tuck that the building should blend. Chair suggested getting samples out to the site.

Mr. Knutson said slate gray roof color is currently suggested, but architect is open to ideas.

Solar panels were proposed for one face of the roof (south facing).

Chair said fencing, landscape, and hard face should offer additional screening. Whatever is going in landscape package for bidding should be as close to finished as possible so not addressing changes down the road per chair.

Mr. Kran said Conservation Commission and ZBA have had this under review as well as tree warden reviewing plans.

Ms. Goldberg confirmed that the standard colors as shown here are acceptable. Mr. Kran's team and the DPW will narrow the color options down to two or three options and same for windows 6 over 6 and 6 over 1 for options only.

2. Prequalification Evaluation

Ms. Goldberg showed the Prequalification Scoring Summary sheet. One GC not being qualified is RBO based off of their DCAM certification limit being lower than the cost of the project. Everyone else is advantageous in W&S evaluations. This was just finalized today, and Ms. Goldberg will forward it to Ms. Schustek for distribution to the SSBC Members.

Town Counsel has signed off on W&S changes to contract. Both parties are in full agreement. Just need to execute the contract. Ms. McCarthy is on vacation this week but can execute once she returns.

Mr. Gladstone said contract should be circulated so committee can authorize Mr. Grosshandler to approve the contract at the April 2 meeting.

The not to exceed of \$25k was already reached, about \$45K over that at this point. Ms. Benjamin recommended authorizing another \$50k to get through the next two weeks until SSBC can formally approve the chair to sign the contract.

Chair said very pleased with W&S team's work to date.

3. Review W&S invoice and overall project budget

- ii. Review W&S Invoice #3240367 totaling \$14,698.14 for work completed through February 23, 2024

MOTION by Ms. Benjamin to extend the not to exceed amount previously identified at \$25K by \$50K to allow for the payment of the OPM services to date. Seconded by Tuck. Unanimously approved 7-0-0 (Gladstone, Grosshandler, Martin, Benjamin, Tuck, Winthrop, Hooper).

Ms. Goldberg will forward the independent cost estimate review discussion for the next meeting.

- iii. Review budget updates

Wells 2, 3, and 4 Water Treatment Plant OPM Services Budget							
Phase		Contract Value	Previously Invoiced	Invoiced this Month	Total Invoiced	% Complete	Value Remaining
A	Notice to Proceed During Contract Negotiations	\$ 25,000.00	\$ 24,808.00	\$ -	\$ 24,808.00	99%	\$ 192.00
B	OPM Design	\$ 144,600.00	\$ 31,286.27	\$ 14,698.14	\$ 45,984.41	32%	\$ 98,615.59
C	Bidding	\$ 52,600.00	\$ -		\$ -	0%	\$ 52,600.00
D	Office CA	\$ 495,800.00	\$ -		\$ -	0%	\$ 495,800.00
E	Part-Time RR	\$ 278,000.00	\$ -		\$ -	0%	\$ 278,000.00
Totals		\$996,000.00	\$ 56,094.27	\$ 14,698.14	\$ 70,792.41	7%	\$ 939,905.73

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 7:34.