



MGR SBC MEETING MINUTES

DATE OF MEETING: January 15, 2019, at 5:30 P.M. at the Mount Greylock Regional Middle High School in Williamstown, MA

PROJECT: Mount Greylock Regional Middle High School

SUBJECT: School Building Committee Meeting (D&W#59)

ATTENDING:

Mark Schiek	SBC Chair (5:40 PM)
Paula Consolini	SBC Co-Chair
Kimberley Grady	Superintendent of Schools
Mary MacDonald	Principal, MGRHS
Thomas Bartels	Williamstown
Steve Wentworth	Lanes. Fin. Committee
Al Terranova	School Committee
Yocelyn Delgado	Business Manager
Mike Cox	DWMP

1. **Call to Order of SBC Meeting at 5:37 PM by Paula Consolini, with 7 voting Members in attendance. M. Schiek arrived at 5:40pm bringing the voting members to 8 in attendance.**

2. **Approval of December 11, 2018 Meeting Minutes**

December 11, 2018 Meeting Minutes as presented in the Meeting Packet.

Motion to approve the December 11, 2018 SBC Meeting Minutes by K. Grady, 2nd by M. MacDonald.

Discussion: A. Terranova states in section 5 construction changes speaking on radius of the front driveway. A. Terranova continues the way it reads makes it sound like the fire marshal made the change. However, the way it was explained was that the entrance was constructed per the drawings. But the drawings were incorrect and did not account for snow among other variables for this location.

VOTE: 6 approve, 0 against, 2 abstain

3. **Public Comment:** None

4. **Budget Update:**

M. Cox directs the group to page eight, line "construction contingency." The value seen should be noted that it has in retrospect all been accounted for in future changes that are currently being processed.

Additionally, under "furnishing" there is an additional \$180,000 that is unspent, however it is expected to be utilized in the term of transfer, once the final construction cost are known. K. Grady states there are a few bills that have been issued to the Mt. Greylock budget that will need to be moved over to the project budget as they were miss processed and are cost related to the project. K. Grady continues, the project is going to come in right on budget. M. Cox backs up K. Grady by stating we are going to come in on budget at budget.

5. **Construction Change Order #12 in the amount of \$85,896.00 (Vote Expected)**

Motion to approve Change Order #12 in the amount of \$85,896.00 by P Consolini, 2nd by S. Wentworth.

Discussion: K. Grady states last week she sat with A. Marshall (Turner) , J Springer (Perkins) , and R. Wunuk going over all of the changes you see before you as well as changes that have not been integrated into this change order as they are continuing to be reviewed and negotiated. T. Bartels ask,

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the change order we see in front of us has not yet been accounted for in the budget. M. Cox responds, that is correct, the budget is always reflective of the previous months approved Change Orders and Invoices. T. Bartels asks, what are the values of the outstanding changes that are still being process. K. Grady responds, per A. Marshall, Turner is currently tracking +/- 250K if nothing more is approved and if CORs and ALs are approved, then +/- 700K within the PCO log.

VOTE: 7 approve, 0 against, 1 abstain

6. Budget Revision Request #24 to adjust budget line item for Change Order #12. Funded from GMP Contingency. (Vote Expected)

M. Cox explains, as we have been doing all project, as changes are approved, we need to move the money on line items to fund those contract changes with a budget revision request. Turner Change Order #12 is funded from Construction Contingency and GMP Contingency,

Motion to approve Budget Revision Request by P. Consolini, 2nd by S. Wentworth.

Discussion: None

VOTE: 8 approve, 0 against, 0 abstain

7. Invoices (Vote Recorded):

a. Perkins Eastman Invoice No. 41 in the amount of \$30,000 for Designer services in December 2018

Motion to approve payment of the invoice by P. Consolini, 2nd by M. MacDonald.

Discussion: S. Wentworth asks, the line on their bill says closeout, does this mean it is the final bill from Perkins? M. Cox responds, no it will not be the final bill. However, this is the final phase. M. Cox directs the committee to the closeout line and column percent complete, this line has been billed at 28% to date.

VOTE: 8 approve, 0 against, 0 abstain

b. D&W Management Partners Invoice No. 46 in the amount of \$15,000.00 for December 2018 OPM

Motion to approve payment of the invoice by P. Consolini, 2nd by S. Wentworth.

Discussion: K. Grady asks, what is remaining owed to Dore and Whittier. Response, \$70,000.

VOTE: 6 approve, 0 against, 2 abstain

c. Turner Construction's Application Requisition No. 30 in the amount of \$290,574.26 for November 2018

Motion to approve payment of the invoice by P. Consolini, 2nd by S. Wentworth conditional with the amendment of Perkins Eastman review and signature.

Discussion: K. Grady asks if Perkins Eastman has signed the requisition. M. Cox responds, J. Springer has reviewed it and approved, however the requisition will be physically signed tomorrow when they have personnel onsite.

VOTE: 7 approve, 0 against, 1 abstain

d. FF&E Expenditures: 4 invoices totaling \$3,725.01 itemized below;

i. School Outfitters inv. 13023434 = \$2,206.86

- ii. **School Outfitters inv. 13035491 = \$733.83**
- iii. **WebResturant Store inv. = \$334.35**
- iv. **MGRSD inv. = \$449.97**

Motion to approve payment of the invoice by P. Consolini 2nd by M. MacDonald.

Discussion: Strainer was found and purchased to ensure the district can once again begin to have soup.

VOTE: 8 approve, 0 against, 0 abstain

e. CCContainer Inv#4108 \$100.00 (Other Project Cost Budget)

Motion to approve payment of the invoice by P. Consolini, 2nd by S. Wentworth.

Discussion: This container was for auditorium storage while construction was ongoing. That container has been removed. We are expected to receive one final invoice.

VOTE: 8 approve, 0 against, 0 abstain

f. StrangScott Inv. 18458 \$1,462.50 (Legal Budget)

Motion to approve payment of the invoice by P. Consolini, 2nd by S. Wentworth.

Discussion: None

VOTE: 8 approve, 0 against, 0 abstain

8. Schedule and Building Turnover Update

K. Grady states, at the request of the we the owner to hold a principals meeting with the remaining subs that are still on site, which was held on Friday, January 11th. The meeting minutes can be shared with this committee. The meeting was productive. The district has been receiving daily correspondence on every bit of info from subs through Turner Construction. Although the meeting what productive, K. Grady cannot say there was a definitive end date given, however there have been great strides taken in the auditorium over the past week.

T. Bartels asks, of the remaining items are any of them life safety related. K. Grady responds the generator is part of the remaining scope, as well as the load shed on the auditorium as well as the controls that correspond. Additionally, the last phase of items in boiler room are required to received Certificate of Occupancy.

S. Wentworth asks about the heating concerns. K. Grady states Adams, CTC and Trane have been working together to get the items you may be hearing about corrected and completed. With windy days we have not tripped anything for the temp fix.

A Terranova asks if we have a joint meeting between SBC and School committee so there are no double reports. Would this have to be of consideration. M. Schiek state it can be taken into consideration. P. Consolini states if there was a concern or misunderstanding that the two committees had it may be applicable. But at this point there is enough work to still have two separate committees for documentation and record keeping.

M. MacDonald states Lindsay from **Mehawk Edit: Neathawk** Design will be coming in tomorrow to install the signage we have been waiting on to the wood panel wall in the foyer.

9. **Other Business Not Anticipated 48 Hours Prior to Meeting:**

M. Schiek would like to take the time to thank Lyndon Moores for his contribution to the committee the building and Mt. Greylock community.

10. **Upcoming SBC Meeting**

i. February 12th at 6:00PM at Mount Greylock Regional School, proposed

11. **Motion to adjourn by A. Terranova, 2nd by P. Consolini, VOTE: 8 approve, 0 against, 0 abstain.
Meeting adjourn at 6:17 PM**

These minutes are a summation of the meeting and may not include all details discussed or comments made. For an accurate record of this meeting it has been recorded and can be viewed on the local Willinet community TV and internet link: <http://willinet.org/content/mgrhs-committee-meetings>

Mike Cox

DORE AND WHITTIER MANAGEMENT PARTNERS, LLC

Dore & Whittier Management Partners, Project Manager/Director

Cc: Attendees, File.

The above is my summation of our meeting. If you have any additions and/or corrections, please contact me for incorporation into these minutes. After the minutes have been voted to approve, we will accept these minutes as an accurate summary of our discussion and enter them into the permanent record of the project.

Approved with Edit 03.05.19