



MGR SBC MEETING MINUTES

DATE OF MEETING: September 7, 2017, at 5:30P.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#41)

ATTENDING:

| | |
|-----------------|--------------------------|
| Mark Schiek | SBC Chair |
| Paula Consolini | SBC Co-Chair |
| Carrie Greene | SC Co-Chair |
| Kim Grady | Interim Superintendent |
| Mary MacDonald | Principal, MGRHS |
| Steve Wentworth | Lanes. Finance Committee |
| Thomas Bartels | Williamstown |
| Al Terranova | School Committee |
| Yocelyn Delgado | Business Manager |
| Hugh Daley | Williamstown Selectman |
| Jesse Wirtes | MGRSD Facilities |
| Rich Cohen | Lanesboro |
| Trip Elmore | DWMP |
| Jeff Dome | DWMP |
| Dan Colli | Perkins Eastman |
| Mike Giso | Turner Construction |

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- 1. Call to Order of SBC Meeting at 5:41PM by M. Schiek with 12 voting Members in attendance.**
 - 2. Approval of August 2, 2017 Meeting Minutes**
August 2, 2017 Meeting Minutes as presented in the Meeting Packet and distributed prior to the meeting.
Motion to approve the August 2, 2017 SBC Meeting Minutes by P. Consolini, 2nd by Y. Delgado.
Discussion: None
VOTE: 9 approve, 0 against, 3 abstain
 - 3. Public Comment:** None
 - 4. Budget Revision Request #10:**
The OPM explained that the Printing budget had been reduced from \$25,000 to \$5,000 previously to fund additional Hazardous Materials monitoring. The architect recently informed the OPM that there was an invoice for BidDoc's online bidding, a bidding service for subcontractor procurement, that would exceed this \$5,000 budget line amount. Therefore, we need to move money from another line item that has unencumbered available funds, at this time the Survey line in the budget of \$5,000 appears to be available. This budget revision moves the \$5,000 from Survey to Printing to cover the Architects BidDoc's invoice. This would bring the printing line item budget to \$10,000.
Motion to approve Budget Revision Request #10 increasing the Printing line item by \$5,000 by P. Consolini, 2nd by H. Daley.
Discussion: None
VOTE: 12 approve, 0 against, 0 abstain

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5. **Invoices (Vote Recorded):**

a. **DWMP Management Partners Invoice No. 30 in the amount of \$79,276.59 for August OPM Services:**

Motion to approve payment of the invoice by P. Consolini, 2nd by T. Bartels.

Discussion: None

VOTE: 12 approve, 0 against, 0 abstain

b. **Perkins Eastman Invoice No. 21 in the amount of \$66,786.40 for Designer services**

Motion to approve payment of the invoice by P Consolini, 2nd by C Greene.

Discussion: None

VOTE: 12 approve, 0 against, 0 abstain

c. **Perkins Eastman Invoice No. 22 for Bid Doc's online bidding Invoice in the amount of \$5,975.59**

Motion to approve payment of the invoice by P. Consolini, 2nd by T. Bartels.

Discussion: None

VOTE: 12 approve, 0 against, 0 abstain

d. **Turner Construction's Application Requisition No. 14 in the amount of \$3,740,615.56**

Motion to approve payment of the invoice by P Consolini, 2nd by C Greene.

Discussion: None

VOTE: 12 approve, 0 against, 0 abstain

e. **MGRSD Invoice for Garrity and Knisely, Invoice No 10273 in the amount of \$2,100.00 for Legal Review Services**

Motion to approve payment of the invoice by P Consolini, 2nd by Y. Delgado.

Discussion: None

VOTE: 12 approve, 0 against, 0 abstain

6. **Additional 3rd Party Window Testing Services vendor procurement –**

The initial 3rd party testing proposal received from CME Associates does not include pressure and water testing of any window systems as this is a specialty test. The Architect has some funds available from their Envelope Consultant to do 1 window tests. The remaining 2 window systems are recommended to be tested by the Architect and we would need to contract with a firm that can do this testing or increase the Envelop Consultants contract to include testing these other window systems. The OPM is currently seeking a proposal from Thompson & Lichtner, a firm based in Cambridge, MA, who is certified to perform this testing. The Architect will also be seeking a cost proposal from their Envelope Consultant for these services as well. The Specifications calling for these tests was included in your meeting packet. Currently we thought we might need to bring the testing service on this fall, but it appears that we will not be ready to conduct any tests until the Spring so we have time to gather additional pricing information. If we determine in the next month that the caulking of the Translucent wall panels has cured and weather conditions permit water testing we will advise the SBC in our next meeting and have a proposal for approval.

7. **Design update on Parking Lot and exterior learning environment space**

K Grady reported that the School Committee has decided that they will discuss the inclusion of the parking lot in their upcoming September meeting. Therefore, the SBC will not have to make the decision on the parking lot. The committee discussed the numerous benefits to incorporating the Parking Lot work in the is project which include (summarized, see video for actual footage of the discussion):

- Financial benefits:
 - we currently have a competitive low bid ADD ALTERNATE from the Site Contractor for this work, it is very likely that if the Project were NOT to exercise the ADD ALTERNATE that the work cost would exceed the low bid value. The ADD ALTERNATE is not transferable.
 - The Project team (OPM, Arch, Construction Manager) will not be increasing fees beyond what is currently forecasted, while there maybe incremental 3rd party testing and miscellaneous costs the over sight is basically covered within the project budget. Therefore including the Parking Lot in the project scope is leveraging the current team efficiencies to the communities benefit. If the Parking Lot work was taken on by the district, there would be additional costs for project management and architectural oversight that could easily add up to more than \$100,000 in additional costs.
- Having the Parking Lot completed for the opening of the school year in 2018 will benefit the school with a shorter “disruption” time table. It is likely that the work would have to be scheduled for the 2019 summer which would mean that the district and towns would be unable to use the building and the fields for 2 consecutive summers.
- The Project will be significantly complete by September 2018, and having the Parking Lot complete will enhance the overall project as being complete, while Landscaping will not be complete until November most of the major “Site work” elements will be done.
- The School worked with the design team on all aspects of this design and it should benefit the school to have this done sooner than 2019 or beyond.
- The funding source would be from Owners Contingency, \$2 Million that has not been used to this point, which is not to say it won’t be needed as the project continues. The hope is that there will be enough Owners Contingency left to fund this \$700,000 +/- cost, and this would allow the “Williams Fund” money to be used as an “endowment” like building repair fund for the future (5, 10, 15 years from today) to keep the building in good condition thus protecting the community’s asset.

A motion was made and amended in discussion. Motion to recommend to the School Committee from this Building Committee, to include the Parking Lot Construction as a part of this building project and there are financial efficiencies and operational advantages to including it into the project scope now by P. Consolini, 2nd by R. Cohen.

VOTE: 11 approve, 0 against, 1 abstain

Mary MacDonald informed the SBC that the outdoor flexible learning area, once considered the Amphitheater, is now a greatly simplified area and consists of landscaping boulders and sloped grass. The walkway has been reconfigured based on the landscape changes and this area could be used in many different ways as a flexible outdoor learning area. The Designers sketches were included in the packet for the SBC review. Currently these sketches have not been priced by Turner and no decision to include this upgrade is required at this point as it is landscaping scope that will not be going in place until next summer 2018.

8. Summary budget update

T Elmore provided a summary budget update in the meeting packet and explained that this was a DRAFT VERSION edited to include the recent GMP numbers. The numbers are currently correct to the best of our knowledge and we are reviewing some line items with the district to make sure we have included all known costs to date.

9. Schedule Update: 90 Day Look-Ahead by building area

M. Giso of Turner presented the update for the next 30, 60 and 90 day milestones for each of the areas of the project, using a graphic handed out in the meeting.

He noted that the SBC was able to see firsthand how we are progressing as they toured the site at 4:30 today.

10. Working Group Updates:

a. Building tour feedback:

- Gym is looking very good and it is so exciting to see it coming together as it is just the way I pictured it
- The views from the front portions of the building are better than expected
- The spaces are well proportioned and have a very open feel
- The exterior layout and architecture is very inviting and appealing
- “Practical elegance”

11. Other Business Not Anticipated 48 Hours Prior to Meeting:

- a.** The opening of School had gone well, a few issues that were worked out, generally the traffic flow worked and there were no impacts from the construction site.

12. Upcoming SBC Meeting

- October 5th
- November 2nd
- December 7th

13. Motion to adjourn by P Consolini, 2nd by S Wentworth,

VOTE: 12 approve, 0 against, 0 abstain

Meeting adjourn at 7:10 PM

**This meeting is recorded and can be viewed on the local Willinet community TV and internet link:
<http://willinet.org/content/mgrhs-committee-meetings>**

DORE AND WHITTIER MANAGEMENT PARTNERS, LLC

Trip Elmore

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.