

**MGR SBC MEETING MINUTES**

**DATE OF MEETING:** January 9, 2018, 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#45)

<b>ATTENDING:</b>	Mark Schiek	SBC Chair
	Paula Consolini	SBC Co-Chair
	Kimberley Grady	Interim Superintendent of Schools
	Jesse Wirtes	MG facilities supervisor
	Hugh Daley	Williamstown
	Carrie Greene	School Committee Vice-Chair
	Mary MacDonald	Principal, MGRHS ( <i>Arrived at 5:55 PM</i> )
	Lyndon Moors	Faculty, MGRHS
	Steve Wentworth	Lanes. Finance Committee
	Thomas Bartels	Williamstown
	Rich Cohen	Lanesborough
	Al Terranova	School Committee
	Trip Elmore	DWMP
	Mike Cox	DWMP
	Dan Colli	Perkins Eastman
	Mike Giso	Turner Construction

1. **Call to Order of SBC Meeting at 5:41 PM by M. Schiek with 11 voting Members in attendance. 12<sup>th</sup> member arrived late (5:55PM)**

2. **Approval of December 7, 2017 Meeting Minutes**

December 7, 2017 Meeting Minutes as presented in the Meeting Packet and distributed prior to the meeting. *Motion to approve the December 7, 2017 SBC Meeting Minutes by P. Consolini, 2nd by K. Grady.*

Discussion: No Comments

*VOTE: 10 approve, 0 against, 1 abstain*

3. **Public Comment:** None

4. **Construction Change Order #3 Review and SBC vote to approve:**

Perkins Eastman reviewed Change Order #3 with the committee. P.E. included a description of all the COR's which was included in the packet. There are 7 changes that are applied to the Construction Contingency account totaling \$92,343.00.

COR #14 Additional Marker Boards, larger projection screen \$2,004.00

COR #15 Electrical UPC upgrade, pathways and circuits \$20,229.00

COR #16 Door hardware and access control revisions \$13,739.00

COR #17 Theatrical lighting power and dimmer revisions \$14,820.00

COR #19r1 Entry vestibule revisions \$17,989.00

COR #20 Reclaimed wood at re-entrant corner \$10,354.00

COR #22 Millwork Changes \$13,208.00



MANAGEMENT  
PARTNERS, LLC

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This reduces the balance in the Construction Contingency account to \$1,771,260.00.

M Giso, Turner PM explained that Turner had expended \$27,299.00 of the GMP Contingency in three Approval Letters over the past month.

AL-128 Replace glulam beam due to field conditions (\$600 for GMP contingency expenditure)

AL-129 Lead paint removal (\$24,942 GMP contingency Expenditure)

AL-138 Additional digital signage player (\$1,757 GMP contingency expenditure)

The current GMP Contingency unspent balance is \$961,781.00.

***Motion to approve Change Order #3 for District Signature and Submission to the MSBA by P. Consolini, 2nd by H. Daley.***

***Discussion: None***

***VOTE: 12 approve, 0 against, 0 abstain***

**5. Budget Revision Request #13 to adjust GMP Construction Contingency based on Change Order #3**

*The OPM explained that the formal transfer of funds in the budget is done through a BRR and is signed by the district and submitted to the MSBA. The BRR is included in the SBC packet for reference.*

*Motion to approve Budget Revision Request #13 for District Signature and Submission to the MSBA by P. Consolini, 2nd by K. Grady.*

*Discussion: None*

*VOTE: 12 approve, 0 against, 0 abstain*

**6. Review of the existing Gym exterior wall and roof connection detail and expected change order in excess of \$25,000.00.**

As was discussed in the previous meeting, the OPM states that within the packet on page 33-34, there is a flashing detail that is proposed around the perimeter of the roof. As of this meeting, pricing has been received and reviewed in the amount of \$90,440.00. This is to go around and remove roughly three courses of brick around the entire perimeter of the gym at the low roof side. (This excludes the wall facing the field). This will ensure the roofing warranty with the contractor will remain intact (Full 20-year warranty).

Perkins Eastman adds that the manufacturer would guaranty the roofing system if someone were willing to put in writing, a guarantee that the wall will not leak below the roofing system as is currently constructed. The team concluded that no one is able to confidently guarantee that. SBC Members brought up questions regarding the alternate solution to use the spray waterproofing epoxy material alternate applied to the face of the brick. OPM commented that this material would need to be reapplied approximately every 5 years, and this would not be a permanent solution if it were not done. Thus, a reoccurring cost. The \$90,440.00 cost for flashing is a onetime cost. And is commonly done in this condition and was the recommendation from the project team.

SBC Committee member stated concerns of water penetration, not beyond the flashing, but behind the brick, causing the brick to become unstable and potentially release from the wall and flashing. SBC Committee had decided to take more time to further research the options. Vote has been pushed to next month's meeting. (No time constraint on schedule currently. Installation will not occur until the spring)

Further information to be supplied next meeting on the epoxy coating reapplication occurrence timing as well as cost of spray material, as well as the brick and flashing detail as proposed in the meeting packet.

**\*No vote was taken at this time. The committee ruled that it would like to further research this issue prior to voting to determine the best long-term solution.**

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

- a. Perkins Eastman Invoice No. 28 in the amount of \$53,757.00 for Designer services in December 2017**

*Motion to approve payment of the invoice by P. Consolini, 2nd by K. Grady.*

Discussion: None

*VOTE: 12 approve, 0 against, 0 abstain*

Per amendment #4 the FF&E consulting budget was raised to \$70,400.00.

The final FF&E consulting invoice submitted was for the amount of \$4,707.00. This is in addition to the previous Rec. #21 that was billed in the amount of \$6,600.00. This brings the total to \$11,307.00 billed to date.

P.E. stated that there will be a deduct amendment in the amount of \$59,093.00 for next meeting.

- b. D&W Management Partners Invoice No. 34 in the amount of \$70,546.03 for December 2017 OPM Services, and 3rd party testing**

*Motion to approve payment of the invoice by P. Consolini, 2nd by K. Grady.*

Discussion: OPM stated a heads up for additional amendment for future 3<sup>rd</sup> party testing services this summer.

*VOTE: 12 approve, 0 against, 0 abstain*

- c. Turner Construction's Application Requisition No. 18 in the amount of \$2,153,162.64 for December 2017**

*Motion to approve payment of the invoice by P. Consolini, 2nd by K. Grady.*

Discussion: None

*VOTE: 12 approve, 0 against, 0 abstain*

- d. FF&E Expenditures, Multiple Inv. Totaling \$7,289.55 (FF&E Budget)**

**i. B&G Restaurant Supply, Inc. \$3,253.74**

**ii. B&G Restaurant Supply, Inc. \$2,647.64**

**iii. Gopher \$1,388.17**

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

Discussion: OPM mentioned that the agenda referenced B&F not B&G, as well as the Gopher invoice cost being inaccurate on the agenda. However, the back-up information shows the correct name and amount for the respective suppliers.

*VOTE: 12 approve, 0 against, 0 abstain*

- e. Technology Expenditures, Multiple Inv. Totaling \$1,783.55 (Technology Budget)**

**i. CDW Government \$33.39**

- ii. **CDW Government \$1,636.52**
- iii. **CDW Government \$3.93**
- iv. **CDW Government \$84.27**
- v. **CDW Government \$25.44**

*Motion to approve payment of the invoice by P. Consolini, 2nd by K. Grady.*

Discussion: None

VOTE: 12 approve, 0 against, 0 abstain

**8. MGRSD Staff allocation to project budget – For Record**

The Mt. Greylock Regional School District has allocated \$3,236.70 as of invoice #116 on 1/2/2018 for record. Invoice #116 has been submitted due to the expanded clerical work which includes additional support for student drop-off and pick-up as well as various other tasks at hand while construction is ongoing.

**9. Mt. Greylock Regional School Transition Committee update –**

New transitional School Committee Chair is Joe Bergeron, and Vice-chair is Regina DiLego. The committee is currently in the process of sorting responsibilities. As of this meeting the school committee has delegated responsibilities to the transition committee in order to continue working towards the implementation of a unified school committee that will work simultaneously with both districts.

**10. Summary budget update**

T Elmore provided a summary budget update in the meeting packet.

The project is running on budget, and there are some Contingency expenditures as was shown in Change Order #3 reviewed earlier in the meeting that will show up in next month's meeting update.

Other areas of unspent monies were highlighted by the OPM.

**11. Schedule Update: Gym Turn-over and 60 Day Look-Ahead by building area**

M. Giso of Turner presented the update for the next 30 to 60 day milestones for each of the areas of the project, using a graphic in the handout.

Gym Turn-over - The committee, OPM, and GC are disappointed that the fall dates were not met in order to maintain the current schedule. Per the Life and Safety walk through of the gym, it was determined that there was a need for an additional smoke/sprinkler system to be installed in order to open the gym prior to the remaining construction being completed. A letter was sent out recently highlighting this issue in detail. A decision was made to go with a wireless system for this application as there is a need to maintain schedule, as well as ease of installation since there are hard ceiling in the locker room locations. The Gym is scheduled to be turned over soon (No date was set at this time). This system will carry a cost of \$25,000.00 - \$35,000.00.

Remaing 60 day look ahead - M. Giso said the remaining building has been dried in enough to continue pressing forward with interior insulation and drywall starting on the 3<sup>rd</sup> floor at this time, working their way to area B.

Manpower is still proving to be a challenge; the project is still suffering from low work force numbers.

**12. Working Group Updates:**

- a. Interiors:** M. MacDonald commented that the interior furniture is in process of review as samples have started to come in. They are continuing to focus on the "Soft" furniture" selections. M. MacDonald also commented that the committee has secured a moving and recycling company that will help with removal of old furniture to be recycled to 3<sup>rd</sup> world countries in need of school furniture.
- b. Public outreach:** P. Consolini said project updates will continue to be transmitted through the Town Libraries.
- c. Finance:** The committee has requested more information on the parking lot construction cost that was not voted on today. H. Daley said there is a plan to sit down with OPM to go over budget prior to February's meeting in order to bring forth answers at that time.

A second comment was made by a committee member that no calculations have been made for the interest on the Williams fund at this time.

- d. Facilities:** This past week has been a challenge with the severe cold weather, however there have been no documented issues.

**13. Other Business Not Anticipated 48 Hours Prior to Meeting: None**

**14. Upcoming SBC Meeting**

- i. February 13<sup>th</sup>
- ii. March 6<sup>th</sup>
- iii. April 10<sup>th</sup> (Tentatively)

**15. Motion to adjourn by P. Consolini, 2<sup>nd</sup> by K. Grady, VOTE: 12 approve, 0 against, 0 abstain  
Meeting adjourn at 6:58 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>**

*Trip Elmore*

**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.