



MGR SBC MEETING MINUTES

DATE OF MEETING: February 13, 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#46)

ATTENDING:	Mark Schiek	SBC Chair
	Paula Consolini	SBC Co-Chair
	Kimberley Grady	Interim Superintendent of Schools
	Jesse Wirtes	MG facilities supervisor
	Hugh Daley	Williamstown
	Mary MacDonald	Principal, MGRHS
	Thomas Bartels	Williamstown
	Rich Cohen	Lanesborough
	Yocelyn Delgado	Business Manager
	Trip Elmore	DWMP
	Jason Springer	Perkins Eastman
	Mike Giso	Turner Construction

1. **Call to Order of SBC Meeting at 5:32 PM by M. Schiek with 9 voting Members in attendance.**

2. **Approval of January 9, 2018 Meeting Minutes**

January 9, 2018 Meeting Minutes as presented in the Meeting Packet and distributed prior to the meeting. *Motion to approve the January 9, 2018 SBC Meeting Minutes by P. Consolini, 2nd by M. MacDonald.*

Discussion: None

VOTE: 9 approve, 0 against, 0 abstain

3. **Public Comment:** None

4. **Contract Amendment #7 to Perkins Eastman Contract for -\$59,093 for a credit on FF&E and Technology selection, procurement, distribution and punch list services not used.**

These funds, which were considered non-reimbursable, would be moved to the FF&E budget and will not be reimbursable by the MSBA.

Motion to approve Contract Amendment #7 to Perkins Eastman's contract for District Signature and Submission to the MSBA by P. Consolini, 2nd by R. Cohen.

Discussion: None

VOTE: 9 approve, 0 against, 0 abstain

5. **Budget Revision Request #14 to adjust budget line items to move \$59,093 from Architects additional services line for the deductive change order to FF&E line item.**

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. This value will be added to the FF&E line for district use.

Motion to approve Budget Revision Request #14 for District Signature and Submission to the MSBA by P. Consolini, 2nd by M. MacDonald.

PROJECT MANAGERS
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Discussion: None

VOTE: 9 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.

The OPM explained that the roof manufacturer has stated that the existing wall flashing detail at the intersection of the existing brick wall and the new roof would compromise a full roof warranty, a revised solution was explored by the team to ensure that the MGRSD receives an unencumbered roof warranty. In the packet, the OPM showed the solution being proposed and the estimated costs associated with the various solutions reviewed in seeking the best option. The Architect had been asked to investigate the warranty of the Elasto-color coating option, and the manufacturers response was that it would need to be re-coated every 10 years. Therefore, this option would not net any savings and would be a maintenance issue for the life of the building. A through wall flashing solution was determined to be the best option for the best cost when compared to the other solutions proposed. The cost to remove a band of brick, install the membrane and re-brick the area will cost \$80,025.

The Project team is recommending that the project change the flashing detail which involves sequentially removing a few courses of brick above the new roofing material, installing a full through wall flashing, and rebricking the opening. After SBC discussion about the detail and best long-term solution, a motion was made to proceed with this option and maintain the full roof warranty.

Motion to approve the Change Order to install new through wall flashing area the Gym to maintain full warranty, cost of \$80,025.00, and allow the District to Sign for the change and Submission to the MSBA by P. Consolini, 2nd by R. Cohen.

Discussion: None

VOTE: 8 approve, 1 against, 0 abstain

7. Invoices (Vote Recorded):

a. Perkins Eastman Invoice No. 29 in the amount of \$130,800.00 for Designer services in January 2018

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

Discussion: None

VOTE: 8 approve, 0 against, 1 abstain

b. D&W Management Partners Invoice No. 35 in the amount of \$62,200.33 for January 2018 OPM Services, and 3rd party testing

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

Discussion: None

VOTE: 8 approve, 0 against, 1 abstain

c. Turner Construction's Application Requisition No. 19 in the amount of \$2,247,209.58 for January 2018

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

Discussion: None

VOTE: 9 approve, 0 against, 0 abstain

d. FF&E Expenditures, BBE Office Interiors Invoice. Totaling \$4,416.50 (FF&E Budget)

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

Discussion: None

VOTE: 9 approve, 0 against, 0 abstain

e. Utility Expenditures, Pittsfield Communications Systems, Inc. Invoice. Totaling \$7,550.10 (Utility Budget)

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

Discussion: None

VOTE: 9 approve, 0 against, 0 abstain

8. Summary budget update

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

The SBC asked questions regarding the FF&E and Technology line item expenditures and approvals of the contracts issued. The District commented that they were in the process of selecting the assorted items that can be reused from the existing building and then building a list of the items necessary for purchase from the State of MA approved bid list. Using the State of MA approved bid list remove the need for a public competitive bidding process. The district is getting quotes for the various items and this process will continue for the next several months. The SBC wanted to get some indication of the items and expenditures being considered. The district has the initial list of proposed furniture, fixtures, and equipment that was drafted by Point Line Space before their contract was terminated. This list of items exceeded the current budget of \$930,000, however it gives actual quantities of the items needed in the building. The district does not have a completed procurement budget breakdown as decisions on one item will influence choices on subsequent selections. The district offered to share procurement information as it is developed over the coming months. The Point Line Space list will be included in next month's SBC meeting packet.

9. Schedule Update: Revised schedule for next phase occupancy from April to September, over all completion date unchanged- December 2018

As has been reported over the course of the project, the project schedule has been a challenge. The team has worked collaboratively to establish the new recovery schedule as is outlined in the phasing map attached. Given the options available and the governing edict to be both cost and schedule conscious, the team recommends that we proceed with a phased turnover shift to September, while maintaining a late fall completion time line.

The revised phased turnover schedule will relieve schedule pinch points that could have led to unavoidable acceleration costs and daily school operational conflicts. The revised building turnover schedule allows the school to finish their spring semester in their current facility without an April move interruption. The project will be able to begin the major building "entrance and bus loop" sitework activity in the spring as soon as the winter weather breaks. This "entrance and bus loop" sitework activity was a significant challenge in the previous phasing plan as the work could have impacted the September school start.

With the "*potential*" inclusion of the parking lot work this summer, the site work contractor will have critical activities to complete in the 8-week period of time between June end of school and the start of school in the fall. The revised phasing plan should mitigate some of the schedule risks associated with trying to overload the sitework activities in a short window of time.

The previous phasing plan had the Auditorium and Music areas turning over in September due to the existing building adjoining wall connections on the west / back side. This condition still exists as the emergency exits will not be accessible until the current school areas are abated, demolished, and egress routes improved. In the revised phasing plan, the abutting school building areas will be the first areas to

be abated and demolished, which will hopefully allow us to open these areas as was originally planned for in September.

The project team believes that this phasing shift is the most realistic approach at this point and makes the best sense from a functional and financial perspective.

The district is concerned that if the Auditorium and Band rooms are not available for the September opening, the schedule shift will impact the education program. They need to make sure they are given notice early if this space is not going to be turned over for the opening of school. Turner agreed that they would provide regular updates and would focus on completing the work for the school opening in September.

The district will also need to be moving items into the classrooms at the end of the school year, so these classrooms will need to be accepting moved items in the end of June. This will need to be coordinated with Turner's Construction team.

The SBC discussed concerns that the perception that this phasing shift from April to September is not a fair representation of the actual time delay. The team agreed that schedule shift was representing the use of the building not when the work would be complete, which is staggered by area mainly from April to July (note Auditorium and Band areas excluded). Turner agreed to provide a summary level schedule for the next meeting.

10. Working Group Updates:

- a. Interiors:** M. MacDonald commented that the interior furniture has been discussed earlier. The main entrance sign permit has been submitted to the Town of Williamstown for a size variance. The design of the sign was shown to the SBC and discussed. There were comments that it would be good if the granite slab, which will be engraved and letters painted black, could be locally sourced. Turner will contact the mason to see if this is possible. The Ashfield quarry may be a local option and a question of a Lanesborough quarry was also mentioned.

- b. Finance:** The finance WG has met and will be providing their Parking Lot analysis to the next meeting. They also noted the short term (2 to 3 years) "bridge financing" will need to be put in place this summer as the initial bond funding (\$29.5MM) will be spent in the coming months. The project is expected to need approximately \$34MM of bond funds at the conclusion of the project. It was noted that the MSBA holds their final 5% of reimbursement until the project is fully closed out which could be approximately 2 years from now, therefore the bridge funding will need to compensate for this.

11. Other Business Not Anticipated 48 Hours Prior to Meeting: The MSBA has forwarded the revised reimbursement "Bid Amendment" to the district for signature. This will be signed and returned to the MSBA.

12. Upcoming SBC Meeting

- i. March 6th
- ii. April 10th (tentative date)

13. Motion to adjourn by P. Consolini, 2nd by R. Cohen, VOTE: 9 approve, 0 against, 0 abstain
Meeting adjourn at 6:52 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>