



MANAGEMENT PARTNERS, LLC

**MGRSBC & SBC MEETING MINUTES AND LOCAL VOTE RESULTS**

**DATE OF MEETING:** September 1, 2016 at 5:30P.M. at the Mount Greylock Regional Middle High School in Williamstown, MA

**PROJECT:** Mount Greylock Regional Middle High School  
Dore & Whittier Project #MP

**SUBJECT:** School Building Committee Meeting (D&W#29)

<b>ATTENDING:</b>	Mark Schiek	SBC Chair
	Paula Consolini	SBC Co-Chair
	Douglas Dias	Superintendent, MGRSD
	Nancy Rauscher	Bus. Manager, MGRSD
	Hugh Daley	Williamstown Selectman
	Carolyn J. Greene	MGR School Committee Chair
	Jesse Wirtes	MG facilities supervisor
	Mary MacDonald	Principal, MGRHS
	Lyndon Moors	MGRSD Faculty
	Thomas Bartels	Williamstown
	Steve Wentworth	Lanes. Finance Committee
	Bob Ericson	Lanesborough
	Rich Cohen	Lanesborough
	Trip Elmore	DWMP
	Rachel Milaschewski	DWMP
	Dan Colli	Perkins Eastman, DPC
	Bob Bell	Perkins Eastman, DPC
	Dawn Guarriello	Perkins Eastman, DPC
	Kris Bradner	Birchwood Design Group
	Mike Ziobrowski	Turner Construction
	Mike Giso	Turner Construction
	Jim Liddick	Turner Construction

1. **Call to Order of SBC Meeting at 5:40 PM by M. Schiek with 13 voting Members in attendance.**

2. **Approval of Minutes:**

A short SBC review of the July 28, 2016 Meeting Minutes was provided by the Chair.

**Motion to approve the July 28, 2016 SBC Meeting Minutes by H. Daley, 2nd by P. Consolini.  
VOTE: 8 approve, 0 against, 5 abstain (R. Cohen, M. Schiek, P. Consolini, L. Moors, B. Ericson)**

**Discussion:** A suggestion was made to edit section 9a., changing the sentence:

*“N. Rausher stated that their preliminary statement is complete and they have sent it out to each town for their input” to instead read:*

*“N. Rausher state that the District’s first draft of the Official Preliminary Statement prepared by UniBank is complete, and they have sent it out to each town for their input.”.*

PROJECT MANAGERS ARCHITECTS

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3. **Budget Approvals:**

- a. **Perkins Eastman Contract Amendment No. 2 in the total amount of \$14,341.00 for:**
  - i. **Hazardous Materials Air Monitoring and Clearances for Soil Removals at real of 1960's building**
  - ii. **Geo-Technical Proposal for Additional Borings and Exploration in the Phase 1 Areas**

T. Elmore pointed out that there is a need for additional soil removal on the back of the building, and the request for additional borings are to check the structural integrity of the soil for a potential savings in foundation costs down the road.

***Motion to approve Perkins Eastman Amendment No. 2 in the total amount of \$14,341.00 for additional Haz-Mat Monitoring and Borings by D. Dias, 2<sup>nd</sup> by P. Consolini. VOTE: 13 approve, 0 against, 0 abstain.***

4. **Invoices:**

- a. DWMP Invoice No. 16 in the amount of \$35,000 for OPM Services which bills out the remainder of the scheduled Design Development Value

***Motion to approve DWMP Invoice No. 16 in the amount of \$35,000 for OPM Services by P. Consolini, 2<sup>nd</sup> by D. Dias. VOTE: 13 approve, 0 against, 0 abstain.***

- b. Perkins Eastman Invoice No. 65010.01.05 in the amount of \$116,526.10 for services provided in the DD and CD Phases

***Motion to approve Perkins Eastman Invoice No. 65010.01.05 in the amount of \$116,526.10 for services provided in the DD and CD phases by D. Dias, 2<sup>nd</sup> by P. Consolini. VOTE: 13 approve, 0 against, 0 abstain.***

- c. Perkins Eastman Invoice No. 65010.01.06 in the amount of \$112,652.00 for ACM Monitoring and services provided in the CD Phase

***Motion to approve Perkins Eastman Invoice No. 65010.01.06 in the amount of \$112,652.00 for ACM Monitoring and services provided in the CD Phase by D. Dias, 2<sup>nd</sup> by P. Consolini. VOTE: 13 approve, 0 against, 0 abstain.***

- d. Perkins Eastman Invoice No. 65010.01.07 in the amount of \$7,351.01 for ACM Monitoring services

***Motion to approve Perkins Eastman Invoice No. 65010.01.07 in the amount of \$7,351.01 for ACM Monitoring by P. Consolini, 2<sup>nd</sup> by D. Dias. VOTE: 13 approve, 0 against, 0 abstain.***

- e. Turner Invoice No. 5 in the amount of \$16,500.00 for preconstruction services

***Motion to approve Turner Invoice No. 5 in the amount of \$40,264.91 for preconstruction services by D. Dias, 2<sup>nd</sup> by P. Consolini. VOTE: 13 approve, 0 against, 0 abstain.***

- f. Turner Construction Req No. 2 in the amount of \$819,356.93

**Motion to approve Turner Construction Req No.2 in the amount of \$819,356.93 by D. Dias, 2nd by P. Consolini. VOTE: 13 approve, 0 against, 0 abstain.**

- g. Richard A. Jette Invoice No. 37 dated August 1, 2016 in the amount of \$1,000.00 for accounting services

**Motion to approve Richard A. Jette Invoice No. 37 in the amount of \$1,000.00 for accounting services by H. Daley, 2<sup>nd</sup> by P. Consolini. VOTE: 13 approve, 0 against, 0 abstain.**

- h. Verizon Engineering Design Charge in the amount of \$1,000.00 for scope evaluation of terminal location

**Motion to approve Verizon Engineering Design Charge in the amount of \$1,000.00 for scope evaluation of terminal location by P. Consolini, 2<sup>nd</sup> by B. Ericson. VOTE: 13 approve, 0 against, 0 abstain.**

## 5. Working Group Updates

- a. **Finance:** H. Daley pointed out that the group met with officials from both towns prior to the SBC meeting to review the bond process, which he mentioned was in a good place. He added that Clark plans to meet with the group again on September 20, 2016 to walk them through how the bond works. Clark Rowell of UniBank advised the group that they are well within the tax rate limits that were set, and will get all of the money that the District needs, followed by a “clean-up” issuance at the end of the project if/when it is needed. H. Daley also pointed out that the current interest rates are even lower than they had initially anticipated.
- b. **Facilities Working Group:** J. Wirtes congratulated Turner for completing the scheduled work in time for the school to open for the academic year. He added that they, along with the subcontractors and the District all worked really well together and he was very pleased with the work that has been done thus far. Lastly, J. Wirtes pointed out that the Building Inspector and the Fire Chief gave their blessing the open the doors to the students, and told the him that they were impressed with the work. D. Dias agreed with this statement.
- c. **Community Outreach Working Group:** P. Consolini mentioned that her and M. MacDonald would like to give a current project update to the community, with help from D. Guariello from Perkins Eastman. Herself and C. Greene plan to look into making updates on the building website, and the Facebook Page. She also plans to explore ways of generating *something* to put out to the public.

M. MacDonald added that some students may be interested in hearing about the environmental testing that has been taking place on site, and R. Cohen suggested posting the slideshow created by D. Dias which captures the construction process somewhere for the public to see.

## 6. Summer Enabling Work

M. Giso thanked J. Wirtes and the District for their help in getting to this point of the project, stating that they are through the summer crunch. He then reported the following construction updates/next steps:

- Demolition is next step, working North to South

- Gym and Lobby will be demolished first, as it is a critical separation
- Following, go through the building that is currently closed off
- Once abated, do “clean-demo”
- Hazmat removal will take place in front courtyard
- Following, demo areas adjacent to front courtyard and canopy on the front of the building, working around the tree located in the middle
- Borings will take place following the demolition to check soil integrity
- Following – Slab on Grade after any remaining soil removals

## 7. Schedule Update

Following up the construction update from M. Giso, M. Ziobrowski of Turner walked through their PowerPoint presentation, pointing out the current and upcoming phasing activities (see attached). He commented that the pending results of the Borings and additional exploration of the soil's integrity will determine whether or not there is a need for “Rammed Aggregate Piers” (RAMs) underneath the building foundation, which would provide additional structural support. He mentioned that they are currently scheduling the time needed to install the RAMs, though they are evaluating 3 different scheduling options which are outlined in the PowerPoint, and have a schedule in place in the case that the RAMs are not necessary.

T. Elmore stated that it would be a huge benefit to get the foundations in place before the frost, though the caveat is the early need for this subcontractor. He explained that getting the subcontractor on board for this so early may result in some changes, but would be worth it in the long run to avoid major schedule holdbacks, and to avoid spending more money to do the foundations in the winter.

M. Ziobrowski added that they are currently ahead of the enabling schedule, and continue to work very well with all subcontractors and the District.

## 8. Permitting Overview

D. Colli provided a list of all of the required permits for the project. He added that the town officials would like to schedule a “scoping session” to make sure they are not missing anything. Perkins has generated a schedule for the obtaining these permits with submissions that begin in October, 2016.

## 9. Value Engineering Review

J. Liddick of Turner walked through the list of potential value engineering items that they have generated throughout the summer with the help of the District and Perkins Eastman (see attached). He explained the ranking system (based on budget) which is clarified at the top of the list, and how the items may have financial, program and/or functionality impacts. He added that they have boiled the list down to 2 pages of potential items, and if the District ends up in a place where they need to save money, they can refer to this log where there is currently around \$2-3 Million in savings.

The Committee agreed to establish a VE Working Group to review the list of items and bring their suggestions to the SBC if they need to take advantage of these savings. T. Bartels volunteered to be the leader of the VE Working Group, and B. Ericson, R. Cohen, and J. Wirtes volunteered to participate along with Perkins Eastman and DWMP.

J. Liddick and D. Colli mentioned that they will continue to look for new VE ideas, as this is a working document.

## 10. Design Review

D. Guariello brought a materials board for the committee to see the colors/other materials that have been chosen for the project. She indicated that they, along with the District, have chosen a fairly neutral pallet to allow for the stained glass and artwork of the students to be the focal point. She went on to explain that some of the material decisions are still evolving, but they are in good shape so far.

Perkins Eastman plans to have further updates at the next SBC meeting with rendered drawings showing the selected materials. In addition, D. Guariello and D. Colli mentioned that they continue to look for potential cost savings within the design.

K. Bradner, the landscape architect, commented on the price of some of the exterior materials, indicating that the cost of natural stone is currently cheaper than mock stone (not taking labor pricing into account). She plans to report an updated materials and installation cost for the next meeting, as well.

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

- a. T. Elmore pointed out that Eco-Genesis has submitted a proposal to Perkins Eastman to finish out the ACM Monitoring through the end of demolition in Phase 1. Perkins Eastman has issued an amendment for the cost of this work in the amount of \$52,062.00.

T. Elmore also pointed out that this amendment will exhaust the funds allotted to the "Hazardous Materials" line item of the budget, but can be funded from other reimbursable sources within the budget, such as the "Construction Testing" and "Printing" line items, as the construction testing is within the same family of work, and there is currently no other intent for these funds, or the funds within the Printing line item.

He added that it is a requirement that the Owner has ACM Monitoring for the project, and predicts another \$50,000 +/- to be amended in the summer of 2018. Furthermore, if there are any other additional ACM Monitoring cost overages, it can be covered by the Owner's contingency if needed.

Motion to approve Perkins Eastman Amendment No. 3 for additional ACM Monitoring to carry out the remainder of Phase 1 in the amount of \$52,062.00 by P. Consolini, 2nd by B. Ericson. VOTE: 11 approve, 0 against, 2 abstain.

- b. H. Daley pointed out that Kapiloff Glass will be holding a "Safety-Glass" demonstration on September 12, at 9AM at the Sportsman Club in Williamstown for anybody who is interested in attending.
- c. C. Greene mentioned that a community member had asked how to access the Gym at this point in time. M. MacDonald then responded, indicating that they should enter through the new main entrance, and walk toward the "cold-corridor" to access the Gym. She also mentioned that it is important that people stay out of the construction fences, as it is unsafe.
- d. T. Elmore made a comment that the notes taken from the Phase 1 soils abatement strategy and approach conference call held with the District, Turner, Perkins Eastman and Eco-Genesis will be included in the minutes as a record.

12. **Public Comment:** *None.*

13. **Upcoming Meetings & Public Forums**

a. Thursday, October 6, 2016 at 5:30 PM

14. **Adjourn**

***SBC Motion to adjourn by R. Cohen, 2nd by D. Dias. VOTE: unanimous to approve. Meeting adjourned at 8:10 PM***

**DORE AND WHITTIER MANAGEMENT PARTNERS, LLC**

Rachel Milaschewski

Dore & Whittier Management Partners, Assistant Project Manager

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.