

**MGR SBC MEETING MINUTES AND LOCAL VOTE RESULTS**



**DATE OF MEETING:** November 3, 2016, 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#31)

**ATTENDING:**

Mark Schiek	SBC Chair
Paula Consolini	SBC Co-Chair
Nancy Rauscher	Bus. Manager, MGRSD
Jesse Wirtes	MG facilities supervisor
Hugh Daley	Williamstown
Richard Cohen	School Committee
Lyndon Moors	MGRSD Faculty
Thomas Bartels	Williamstown
Steve Wentworth	Lanes. Finance Committee
Bob Ericson	Lanesborough
Trip Elmore	DWMP
Rachel Milaschewski	DWMP
Jeffrey Dome	DWMP
Dan Colli	Perkins Eastman, DPC
Mike Ziobrowski	Turner Construction
Mike Giso	Turner Construction

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1. **Call to Order of SBC Meeting at 5:35 PM by M. Schiek with 10 voting Members in attendance.**

2. **Approval of Minutes:**

The Committee agreed to hold the approval of the October 6, 2016 meeting minutes for the next SBC meeting, as they did not have an opportunity to review them prior to the meeting.

3. **Budget Approvals:**

a. **Peer Review Proposal**

T. Elmore explained that as part of the MSBA Submission review process, it is a requirement to conduct a structural peer review through a third party which is outlined in this proposal. He clarified that the District has the option to contract this work directly or through the OPM with a 10% mark-up.

He added that he reached out to a couple of engineers and received one response from RSV Associates, though he compared the cost of this work to proposals received on other projects, stating that it is in-line with the typical cost for this work.

N. Rauscher informed the committee that she believes it is best to go through the OPM for this work, as their expertise is important for managing this process, and the Committee agreed.

PROJECT MANAGERS  
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**Motion to accept Dore and Whittier's Structural Peer Review Proposal in the amount of \$3,520.00 by P. Consolini, 2<sup>nd</sup> by S. Wentworth. VOTE: 10 approve, 0 against, 0 abstain.**

4. **Invoices:**

- a. DWMP Invoice No. 18 in the amount of \$30,000.00 for OPM Services in the Construction Documents Phase

**Motion to approve DWMP Invoice No. 18 in the amount of \$30,000.00 by P. Consolini, 2<sup>nd</sup> by H. Daley. VOTE: 10 approve, 0 against, 0 abstain.**

- b. Perkins Eastman Invoice No. 65010.01.09 in the amount of \$754,552.55 for services applied to the Construction Documents and Construction Administration Budget, and Monitoring Activities.

**Motion to approve Perkins Eastman Invoice No. 65010.01.09 in the amount of \$754,552.55 by P. Consolini, 2<sup>nd</sup> by S. Wentworth. VOTE: 10 approve, 0 against, 0 abstain.**

T. Elmore pointed out that P.E.'s invoices fluctuate due to internal billing procedures, though we are right on track for budget.

- c. Turner Construction Req No. 4 in the amount of \$218,153.68

**Motion to approve Turner Construction Req No.4 in the amount of \$218,153.68 by P. Consolini, 2<sup>nd</sup> by H. Daley. VOTE: 10 approve, 0 against, 0 abstain.**

5. **Mini-GMP #1 Update**

M. Ziobrowski reported that the scope of work included in Mini-GMP #1 is close to completion, and the removal of a tree is the only thing that remains. He added that they have begun to close out contracts for this work, as they included staff only through December of 2016.

Furthermore, he explained that the next step is to extend the necessary staff to begin work on the Ramped Aggregate Piers (RAP), the site, and the foundations which will be captured within Mini-GMP #2.

6. **Mini-GMP #2 (Foundations)**

M. Ziobrowski then went on to report that they have awarded the trades for the RAPs, Site and Foundation work, and the estimated pricing is outlined in the attached handout. He clarified that they are still working through some of the design, but the estimated value for Mini-GMP #2 came in at \$999,712, which is the value carried in the 60% cost estimate, as well.

He also explained that they are currently awaiting feedback from B. Garrity, the construction attorney, and will sign the final papers for Mini-GMP #2 within the next week. He added that this pricing is not based on the 100% documents, and they plan to get an updated estimate once the documents are further developed.

T. Elmore made a comment, stating that there is a potential to get some underground work done before the ground freezes due to the current weather conditions. He added that the team is trying to be as dynamic as possible right now to get as much work done while the weather continues to work in their

favor, as it is productive for the schedule and financially responsible, considering the cost benefits of completing this work while the ground is still soft.

M. Ziobrowski added that they are tracking and forecasting these numbers very closely.

H. Daley requested that the OPM provides the committee with a budget sheet which shows how these costs are being tracked and what expenses exist to date.

**7. Mini-GMP #3 Review (Structural Steel)**

Turned pointed out that at the next SBC Meeting they will be seeking another pre-authorization for D. Dias and C. Green to approve the Approval Letters for the structural steel work included in Mini-GMP #3 like they did for Mini-GMP #2.

T. Elmore then introduced Jeffrey Dome to the Committee, the Owner's Representative, who will be on-site to review and monitor work beginning at the start of the following week.

**8. Schedule Update**

M. Giso reported that Thursday and Friday of last week were the first days that there were no subs on site, as the enabling work has come to a close with the exception of the tree removal. He also reported that the site work contractors have begun to prep the site for the three story footprint which will be followed by the installation of the RAPs at the beginning of next week; following the RAPs will be a mass excavation for the remainder of the foundation work, *then* followed by the placement of the foundation.

A committee member asked if the installation of the RAPs would be disruptive to the students; Turner explained that there will be noise, but it shouldn't be disruptive.

**9. Subcontractor Pre-Qualification Update**

DWMP reported that the RFQ advertisement was posted on October 26<sup>th</sup>, and they have since received approximately 41 requests for the documents, which is less than expected at this point in time. R. Milaschewski added that the due date for the Trade Contractors to submit a Statement of Qualifications (SOQ) is November 22, 2016, giving them time to campaign with Turner in hopes to attract more subs to participate.

T. Elmore added that the following steps are to review the SOQ's with the selection committee and notify the trade contractors that the bid documents are available after receiving the School Committee's approval, taking place in February, 2017.

**10. Design Update**

D. Colli stated that they did not prepare imagery for a design update, as there was a chance that the cost reconciliation could have resulted in changes to the design.

**11. Cost Estimate Reconciliation Review**

T. Elmore informed the committee that after a lengthy reconciliation process, the two 60% Construction Document estimates have come in very close to each other with a delta of .6% (see attached). He indicated that the estimates had an initial delta of around \$4 Million prior to reconciling.

He then explained that the estimators, DWMP, Turner, and Perkins Eastman went through the estimate line by line adjusting the variables and agreeing on units that seemed most reasonable since the documents are only 60% developed. He added that some VE items were included in the reconciliation to bring the numbers down.

T. Bartels was concerned that the VE Working Group had not been consulted in the decision when deciding which VE items to include in the estimate, and requested that they be engaged in these decisions going forward.

DWMP, Perkins and Turner explained that due to the time constraints they were up against to complete the reconciliation prior to the SBC meeting, they had to make these decisions quickly, and they did so in the best of everyone's interest in an effort to stay on schedule. T. Elmore explained that the 60% submission would have been pushed out 2 more weeks if the reconciliation was not completed for this meeting.

Furthermore, he explained that these numbers can be revisited and they plan to engage the VE Working Group in the discussion on the 90% cost estimate.

Turner agreed to update the VE log with the items that were included in this estimate and will circulate it to the Committee.

DWMP also agreed to provide the committee with a cost estimate comparison sheet with the numbers from both the DD estimate and the 60% estimate.

## 12. **60% Construction Documents Submission to MSBA**

T. Elmore pointed out that they plan to submit the 60% Construction Documents Submission on Wednesday, November 9, to the MSBA. He stated that they will have the ability to revisit items if necessary, though the MSBA wants the project to move forward, as the original intent was to submit a week prior.

He added that they are prepared for the submission, as the 60% documents are complete; they have completed the 60% cost reconciliation, the VE log, an independent architectural review has been performed, they have received comments from the Commissioning Agent, and Turner has provided a constructability review.

Furthermore, T. Elmore pointed out that they will have one more opportunity to go through this process in the 90% Construction Documents submission, where another cost estimate will be performed.

## 13. **Working Group Updates**

- a. **Facilities Working Group:** J. Wirtes stated that they have provided their recommendations and comments to Perkins Eastman thus far, and plan to review the 60% document set once they have received it. He added that he is happy with the work that has taken place on-site thus far and is pleased with the subs.
- b. **Community Outreach:** P. Consolini reminded everybody that the building project update materials are still posted in the public library and to contact the Committee should anyone have any questions about the project.

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

- a. R. Cohen updated the committee that though he is no longer serving on the School Committee, he still plans to serve on the School Building Committee

15. **Public Comment:** *None.*

16. **Upcoming Meetings & Public Forums**

- a. Thursday, December 1, 2016 at 5:30 PM

17. **Adjourn**

***SBC Motion to adjourn by R. Cohen, 2nd by P. Consolini. VOTE: unanimous to approve. Meeting adjourned at 7:20 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.