



MGR SBC MEETING MINUTES AND LOCAL VOTE RESULTS

DATE OF MEETING: May 4, 2017, 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#37)

ATTENDING:

Mark Schiek	SBC Chair
Paula Consolini	SBC Co-Chair
Kim Grady	Interim Superintendent of Schools
Jesse Wirtes	MG facilities supervisor
Hugh Daley	Williamstown
Carrie Greene	School Committee Vice-Chair
Mary MacDonald	Principal, MGRHS
Lyndon Moors	Faculty, MGRHS
Steve Wentworth	Lanes. Finance Committee
Thomas Bartels	Williamstown
Bob Ericson	Lanesborough
Rich Cohen	Lanesborough
Al Terranova	School Committee
Trip Elmore	DWMP
Jeff Dome	DWMP
Jason Springer	Perkins Eastman
Mike Giso	Turner Construction

1. **Call to Order of SBC Meeting at 5:35 PM by M. Schiek with 13 voting Members in attendance.**

2. **Approval of Minutes**

a. **March 28, 2017 Meeting Minutes**

***Motion to approve the January 26, 2017 SBC Meeting Minutes by P. Consolini, 2nd by H. Daly.
VOTE: 13 approve, 0 against, 0 abstain***

Discussion: B. Ericson noted that in the "Other Business" section of the March 28 minutes, there was no mention of his request to remove the Cabinet Unit Heaters from the project. The minutes should also reflect that the SBC requested Perkins Eastman to have their HVAC engineer furnish an opinion on the subject and report their recommendation in the next meeting. *Minutes should be amended to reflect this.*

3. **Public Comment:** None

4. **Invoices:**

a. DWMP Management Partners Invoice No. 25 in the amount of \$60,000.00 for April OPM Services

PROJECT MANAGERS
ARCHITECTS

Newburyport, MA 01950
260 Merrimac Street Bldg 7
978.499.2999 ph
978.499.2944 fax

www.doreandwhittier.com

Motion to approve DWMP Invoice No. 25 by P Consolini, 2nd by K. Grady. VOTE: 13 approve, 0 against, 0 abstain

- b. Perkins Eastman Invoice No. 14 in the amount of \$191,643.00 for Designer services

Motion to approve Perkins Eastman Invoice No. 14 by P Consolini, 2nd by K. Grady. VOTE: 13 approve, 0 against, 0 abstain

- c. Eco-Genesis Invoice No. 17-10070 in the amount of \$17,305.48 for Phase 3A/B Monitoring Services

Motion to approve Eco-Genesis Invoice No. 17-10010 by P Consolini, 2nd by K. Grady. VOTE: 13 approve, 0 against, 0 abstain

- d. Turner Construction's Preconstruction Requisition No. 7 in the amount of \$33,000.00

Motion to approve Turner's PreCon Invoice No. 7 by P Consolini, 2nd by K. Grady. VOTE: 13 approve, 0 against, 0 abstain

- e. Turner Construction's Application Requisition No. 10 in the amount of \$1,829,309.32

Motion to approve Turner's Application Requisition No. 10 by P Consolini, 2nd by K. Grady. VOTE: 13 approve, 0 against, 0 abstain

- f. Garrity & Knisely Invoice No. 10232 in the amount of \$2,000 for Legal Review of Trade Contractor Selection

Motion to approve Garrity & Knisely Invoice No. 10232 by P Consolini, 2nd by M. MacDonald. VOTE: 13 approve, 0 against, 0 abstain

- g. WilliNet Invoice in the amount of \$100 for Video Coverage of the March 28th SBC Meeting

Motion to approve WilliNet Invoice dated March 28th, 2017 by P Consolini, 2nd by K. Grady. VOTE: 13 approve, 0 against, 0 abstain

- h. Update: Building Clerk Hours from 1/3/17 through 3/25/17

Noted for Reference

5. Bid Results Update & Potential SBC Vote to award Remaining Scope of Work

T. Elmore referred the SBC to the 3 page breakdown of procurement included in the meeting packet. The overall results to date are favorable to the district and the project is tracking to be under budget.

a. Procurement Update

The scope items procured to date and the inclusion of the "add alternates" in the roofing and electrical scope is included in the total value. The scope items that have not been bought yet also include "add alternates" for 2 site items, parking lot and amphitheater. These items would not be reimbursable because of the MSBA 8% site cap on reimbursable amounts. The allowances for the scope bought, which is committed money for things known must be done but can't be definitively priced, was also reviewed. The allowance items also included an rough estimate for security glass

upgrade of \$150,000. These items are included to show that due to the favorable bidding results, we can include them back in the scope of the project as had originally been planned. As add alternates, the SBC will receive competitive pricing for the scope and can choose to include or not include this scope at a later date. The overall results that include both purchased scope and forecasted future procurement is showing that we are tracking to be approximately 400,000+ under the current construction budget. The inclusion of the additional site items and security glass would not be MSBA reimbursable scope items and even with these additions the estimated local share is looking to be on the lower end of the value range (\$31 to \$32 million) shared with the 2 communities. That range was \$31.5 to \$35.3 million dollars for the local share at the time when voters approved the project. If the committee wants to have the design for the additional items done, the OPM has asked for a list of Design Services and the cost to do them on the different scope items which are included in the packet.

- b. Design Services amendment for Site work Add Alternates for Parking Lot and Amphitheater – The Design team furnished the scope and cost to perform additional services to design the different items being considered or that have been added back into the project. If the committee decides, they can select none, one or more, or all to proceed with.**

Motion to accept and approve to select all items shown on the design proposal by Carrie Greene, 2nd by Rich Cohen.

Discussion:

Rich Cohen, made 3 comments:

- He really appreciated the fact that these items were finding their way back into the scope of the project as they were important part of a complete project.
- Having the parking lot finished with the remainder of the project is a significant benefit
- By incorporating this scope back into the project as was originally intended, will free up money in the Williams gift for future capital project needs, thus saving the 2 communities future capital repair costs. By establishing a "Maintenance Fund" the communities have a "no cost to them" way to maintain and care for this project in the future.
- Thomas Bartels, commented that these 2 site items were always intended to be in the project scope. He also commented on the importance of getting the amphitheater designed with owner input and the parking lot also needs the same. Therefore a working group would enable the owner to have input into the design process. The OPM also stressed that these items need to be developed quickly so that we can get competitive pricing in the next month or so.
- SBC Design Review Working Group: Chair Thomas Bartels, Rich Cohen, Jesse Wirtes, Mary MacDonald

Bob Ericson, commented with various points to stress that these items do not need to be done now and that the SBC and school could look at these items in the future. Items of greater importance should be prioritized and alternative strategies could be employed at a later date to get them done.

Friendly amendment to the motion, establish a Design Review Working Group to review and work with the design on these new scope items by Carrie Greene, 2nd by Rich Cohen.

- c. SBC Pre-Authorization for the district to sign Approval Letters for remaining subcontractor scope to be bought, if bids are within 20% of estimated values.**

As the site work design may not be completed and the bidding is currently ongoing but the final number will not be ready until the next SBC meeting, all other scope items can be bid within the next month or so. Therefore the team is looking for preapproval to have the authorized representatives sign the award letters for everything other than final site work, to keep the momentum going.

Motion to allow the SBC authorized representatives sign the approval letters for the remaining scope items to be bought, with the exception of the final site work, as long as the cost is with 20% of the estimated value carried, by Paula Consolini, 2nd by Hugh Daley. VOTE: 13 approve, 0 against, 0 abstain

6. **Cabinet Unit Heaters – HVAC Engineer email, committee discussion and potential Vote**

The OPM explained the engineer's response, which laid out the justifications for placing the cabinet heaters in the design and their value in maintaining comfort and finishes and reducing maintenance.

Bob Ericson expressed opposition to the engineer's conclusions with various comments. Carrie Greene expressed frustration that the topic had been talked about previously. ***Thomas Bartels agreed and wanted to move on to a different discussion and made a motion to leave the cabinet heaters in the design. Paula Consolini provided a second for the motion. VOTE: 12 approve, 1 against, 0 abstain.***

7. **Schedule Update: 60 Day Look-Ahead**

Mike Giso of Turner presented the update for the next 30 and 60 day milestones for each of the areas of the project, using a graphic handout as well as projector images.

Al Terranova asked what happens with the waste stream. Mike Giso and the OPM explained it is recycled by the waste companies as is appropriate to the market.

Richard Cohen asked what will happen with the stockpile of soil out back. The OPM explained it will be used to fill the hole left in the ground from the phase 4 demolition and the rest will be flattened with possibly a small berm left on the landscape.

8. **Working Group Updates:**

- a. **Finance:** H. Daly indicated there was nothing new to report.
- b. **Facilities:** J. Wirtes reported the successful and cooperative nature of the turnover of phase 3A & 3B to Turner. He indicated there is ongoing work to maintain needed systems as the contractors isolate the areas to be worked on.
- c. **Interiors:** M. MacDonald indicated the colors were received from the consultant for the furnishings. They are also currently looking at which materials should be saved. They are in the process of making suggestions via the bid list and looking at options for better furniture.
- d. A design alternates working group was formed to assess the alternates to be developed by Perkins Eastman in several areas that were approved during this meeting. The chair will be Thomas Bartels, with other members Richard Cohen, Mary MacDonald, and Jesse Wirtes.

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

- a. Two invoices totaling \$27,511.32 were received from CME, for third party testing services.

P. Consolini made a motion to approve the two CME Invoices, 2nd by S. Wentworth. VOTE: 13 approve, 0 against, 0 abstain.

10. **Upcoming Meetings & Public Forums**

- a. Thursday, June 1 at 4:00PM

11. **Adjourn at 7:35PM**

12. **Motion to move into Executive session - pursuant to Chapter 30A Section 21 (a) (4): To discuss the deployment of security personnel or devices, or strategies with respect thereto; then Return to Open Session by Rich Cohen 2nd: Carrie Greene**

VOTE:

<u>Mark Schiek</u>	<u>Aye</u>
<u>Paula Consolini</u>	<u>Aye</u>
<u>Kim Grady</u>	<u>Aye</u>
<u>Hugh Daly</u>	<u>Aye</u>
<u>Carrie Greene</u>	<u>Aye</u>
<u>Jesse Wirtes</u>	<u>Aye</u>
<u>Mary MacDonald</u>	<u>Aye</u>
<u>Lyndon Moors</u>	<u>Aye</u>
<u>Steve Wentworth</u>	<u>Aye</u>
<u>Thomas Bartels</u>	<u>Aye</u>
<u>Bob Ericson</u>	<u>Aye</u>
<u>Rich Cohen</u>	<u>Aye</u>
<u>Al Terranova</u>	<u>Aye</u>

Trip Elmore

DORE AND WHITTIER MANAGEMENT PARTNERS, LLC

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.