

GREATER LOWELL TECHNICAL HIGH SCHOOL

BUILDING EXPANSION COMMITTEE MEETING

Minutes of September 28, 2022 Meeting

CALL TO ORDER

School Committee Chairman Bahou called the meeting to order at 4:40 p.m.

ROLL CALL

Members Present: Jill Davis, Superintendent-Director
Michael Barton, Assistant Superintendent/Principal
Michael Knight, School Business Administrator
Erik Gitschier, Director of Plant Services
Fred Bahou, School Committee Chairperson
Lee Gitschier, School Committee Vice-Chair
Kempton Giggey, School Committeeman
George Tatseos, School Committeeman

Members Absent: None

Also Present: Recording Secretary

School Business Administrator Michael Knight began by stating the reason the purpose of the meeting was to discuss and possibly vote on the OPM Fee Proposal submitted by Construction Monitoring Services (CMS), as well as the Design Proposal submitted by Habeeb & Associates Architects. Mr. Knight referred the members to the proposals that were provided to the members in advance for their review and began discussion regarding the OPM Fee Proposal first. He informed the members that there was a slight change and that the project could be extended up to 5 million from the original project budget of 4 million. Upon being asked about the on-site manager by CMS, Mr. Knight confirmed that a full-time manager onsite was preferred. The construction timeline is currently listed as May, 2022 through August, 2022, with the goal of being operational by the start of the new school year. Based on the fee proposal submitted, the fee was approximately 4.38% of the project cost.

Committeeman Giggey noted his concern regarding the fee of \$35,000/month listed under 'Extended Duration, for Construction Phase Services' if the timeline were exceeded. Concerns were raised about the additional amount being significantly costly if unforeseen delays occurred (availability of materials, construction delays, etc.) Mr. Giggey asked if there was a possibility to add a stipulation to put the added cost on the construction contract if the timeline is delayed. Due to the high level of concern regarding this fee and questions surrounding alternative options, if any, Mr. Knight contacted Mr. Joyce from CMS via telephone for members to have an opportunity to ask questions directly. Mr.

Joyce provided an explanation of the fee in question; however, offered to adjust the language in the letter to be at cost+ basis. Further discussion with the members and Mr. Joyce regarding the timeline and possible delay issues. Mr. Joyce noted the biggest lead time issue he is seeing at this point is the electrical and electricity related services, as well as the availability of getting the boxes which could potentially cause difficulty in keeping within the timeline.

After discussion with Mr. Joyce, the committee asked Mr. Knight if we could potentially put a hold on hiring the OPM and move forward with hiring the architect in order to determine if the timeline would require adjustments based off the design submitted. Mr. Knight stated that, although the OPM is typically hired first, the committee could move forward with hiring the architect and put the OPM on hold. Given the amount of uncertainty of keeping within the timeline, as well as having until 2024 to spend the funding, the committee recommended doing so.

MOTION: by Mr. Bahou, seconded by Mr. Knight to recommend that the contract from Habeeb & Associates Architects be approved by the School Committee.

ROLL CALL VOTE: 8 Yes

MOTION: by Mr. Giggey, seconded by Mr. Tatseos to adjourn at 5:36 p.m.

ROLL CALL VOTE: 8 Yes