

WEBSTER PUBLIC SCHOOLS
SCHOOL BUILDING COMMITTEE TUESDAY, 6:00 PM JULY 16, 2024

Present: Ted Avlas – *Vice Chairman Member - Voting Member*
Earl Gabor - *Selectmen Delegate - Voting Member*
Dave Hurton - *Chairman - Voting Member*
Gina Nieves - *Voting Member*
Tony Paranto - *Voting Member*
Al Young - *Voting Member*
Lisa Kontoes - *Business Manager*

Absent: Tim Bell - *Town Accountant - Voting Member*
Sheila Blythe – *School Committee - Voting Member*
Ryan Collins - *Principal*
Monique Pierangeli – *Superintendent*
Victor Waskiewicz- *Voting Member*

Attendees: Jorge Cruz-Flansburgh
Mike Carroll-Colliers
Mike Reith-Colliers
Adam Dalessio-Colliers

I. Call to Order

Mr. Hurton called the meeting to order at 6:01 pm.

II. Review of Previous Meeting Minutes for Approval

- a. June 18, 2024- Regular Session
Motion to approve 6/18/24 meeting minutes.

Motion: Mr. Young

Second: Mrs. Blythe

Vote: Yes—6 ; No—0 ; Abstain—0

- b. June 29, 2023-Revision from the 6/18/24 Meeting
Motion to approve 6/29/23 meeting minutes with revision as previously discussed.

Motion: Mr. Young

Second: Mr. Paranto

Vote: Yes—6 ; No—0 ; Abstain—0

III. OPM Report

- a. Role of the OPM Update-Mr. Carroll introduced Mr. Adam Dalessio, Colliers Senior Project Leader. Mr. Dalessio attends the BHS Building Project Working Group and as a long-time Colliers employee, has experience in MSBA work. Mr. Dalessio was welcomed by the Committee.
Mrs. Kontoes also gave a brief update regarding the Role of the OPM. She recently consulted with the MSBA. In general, the response was standard that the architect takes work direction from the OPM (who represents the Owner), but the

MSBA representative wanted to bring the questions back to their senior leadership, for which we do not yet have a response. In addition, Mrs. Kontoes and the team consulted with legal regarding the contract language and documentation and are currently awaiting a response.

b. Financials

- i. Working Group Update/Recommendations- Mr. Carroll reviewed the Working Group Meeting minutes from July 10, 2024. At the Working Group Meeting, PCOs for OCO #4 were approved and signed to be brought forward to the School Building Committee. Mr. Dalessio explained that there those eight PCOs were also reviewed individually with Flansburgh and make up a credit in the amount of \$-11,874.60 and recommends officially incorporating them into OCO #4.

Motion: Mr. Gabor made a motion to approve OCO #4 to incorporate the above 8 PCOs for a credit of \$-11,874.60.

Second: Mrs. Nieves

Vote: Yes—6 ; No—0 ; Abstain—0

There will be another Working Group Meeting on July 17, 2024 for review of additional PCOs, one of which includes the potential need for backboard supports and pricing. Mr. Cruz explained that he will have further communication for the Working Group about a potential rehabilitation of the current backboard vs. full replacement costs of nearly \$90,000. Mr. Dalessio added that the backboards are included in the base contract, but the mechanisms and supports are not. Additionally, the Contractor has been put on notice over the scoreboard having been exposed to rain during construction.

When questioned about the life of the metal supports despite rust, Mr. Cruz explained there's a potential for rehab and repainting, but the mechanisms would be replaced. The supports seem to be well maintained, but it is Flansburgh's intention to get the equipment rep out this upcoming week to get a ballpark figure for rehabilitation.

Mr. Hurton thanked the working group for their continued efforts and diligence.

- ii. Commitments

- 1) New Contracts- None reported.
- 2) New Construction Change Orders/Amendments- Addressed previously.
- 3) Construction PCOs- Addressed previously.

- iii. Budget to Actuals- Mr. Carroll reviewed the current Project Budget and Cost Summary with the Committee. The initial budget is listed as \$101,417,044 and now is updated to incorporate the town approved increase and the approximate \$557,000 from the PAE project on the summary page. Mr. Carroll also explained that they are still waiting to

hear back from the MSBA in regards to the bid savings as well as grant-funded money to cover modular costs.

Mr. Carroll next reviewed one of the new budget adjustments listed which tied back to the past error of \$577,000 in the June 29, 2023 meeting minutes, when the actual amount of the funding was \$557,000. This typographical error has since been updated, but the \$20,000 budget adjustment needs to be addressed. Mr. Hurton entertained a motion to move \$20,000 from soft cost contingency into Modulares.

Motion: Mr. Gabor

Second: Mr. Young

Vote: Yes—6 ; No—0 ; Abstain—0

Mr. Carroll briefly reviewed new commitments which would be discussed later in the meeting as well as Forecasted Costs. Currently the forecasted PCO costs are at \$614,948.81. As previously mentioned, Colliers projects these costs at the high end and they will end up being substantially less. Mr. Carroll then reviewed the invoices which will be on the warrant for approval, of which Brait's current invoice was not included due to not having the project schedule provided to them yet. This also reflects in the current cash flow, which shows the project being a bit behind due to this invoice not being included on the warrant. He also mentioned the cash flow is an early indication of whether the project is maintaining its schedule. When questioned about the status of the schedule by the Committee, Mr. Cruz mentioned that the project is going slow and steady, and that he expects it to pick up pace once steel is incorporated, which has been pushed back a couple weeks. Without steel, duct work, roof work and other aspects of the project cannot be completed.

- c. Schedule- Mr. Carroll shared the general project schedule. Summer work continues around the site, of which fencing has taken a portion of the driveway. This fencing will be pulled back prior to students returning to the school campus. Mr. Carroll also explained that they are in the process of getting an updated master schedule from Brait. An update is requested once a month, which gives a three week look-ahead. This allows for an effective checks and balance system. Mrs. Kontoes requested an overview of key milestones along the way of the project at SBC meetings to which Mr. Cruz replied that his team can present highlights.
- d. MSBA Updates- The project manager is currently on vacation and Colliers is waiting to hear back on funding, which will allow adjustments to be made on the previously discussed overall project funding, also known as a BRR (budget revision request) to update the soft costs. An additional BRR is done at the end of the project for the hard costs.
- e. Official Update of the OPM Team-Mr. Carroll presented the following updated OPM team chart:



This chart will be submitted to the MSBA on official school letterhead in order to make the official adjustment.

Due to Sarah Maston not being previously listed as part of the OPM team, a motion was made to approve the updated OPM team as presented.

Motion: Mr. Young

Second: Mr. Paranto

Vote: Yes—6 ; No—0 ; Abstain—0

IV. Potential Designers Contract Amendments-The Working Group will be meeting on July 24, 2024 and will bring this forward at the next SBC meeting.

V. Design/Construction Update

- a. Construction Update- Mr. Cruz gave an update with construction progress. Exterior sitework is progressing. The progress includes new granite curbing along the access road and parking areas, utility mains such as underground electric, trenching for underground piping in the basement with crushed stone, slab openings for the c-wing courtyard, and old roof abatement nearing completion. Mr. Cruz explained that the project continues to be on schedule, but they will better be able to assess once the updated construction schedule is released. Mr. Carroll added that the storm water/drainage system was inspected and passed. Mr. Cruz also mentioned that the trench had to be a bit deeper, but the sump pump design won't need to be changed and can handle 100 gallons per minute.
- b. FFE Update- The next FFE meeting will take place on July 30, 2024. They will be reviewing the approximate nine rooms of furniture that can be saved. This will help adjust the budget and kick off the final layouts and selection of furniture.
- c. Technology Update- The next technology meeting will be taking place on Thursday, July 18, 2024. Preliminary equipment has already been specified and they are looking to close out selections at the upcoming few meetings. Once

equipment is specified, a snapshot will be provided based on this equipment. Mr. O'Neill, IT Manager, is requesting the MDF room in C-Wing is up and running by February, 2025. However, Mr. Carroll expressed concerns about bringing computer equipment into a dusty environment still under construction.

When questioned by the Committee whether or not Flansburgh would plan to purchase furniture only for C-Wing now, Mr. Cruz expressed concerns including the utilization of the old cafeteria furniture on the new cafeteria flooring. There is a potential solution of putting glides on the furniture, but it is an ongoing conversation. The original decision had been to move existing furniture into C-Wing while the construction continues.

In the future, a Furniture Selection Committee will be formed, much like the Color Selection Committee.

- d. Color Selection Update- Color selections are 95% complete. Recently, the color selection group decided upon bathroom tile, partitions, carpeting and gymnasium pads. Once all selections for floor plans, colors, patterns, etc. are finalized, they will be provided to the contractor.

VI. Approval of Warrant

Motion to approve the 7/18/2024 warrant in the amount of \$211,434.55

Motion: Mr. Paranto

Second: Mrs. Nieves

Vote: Yes—6 ; No—0 ; Abstain—0

VII. Next Steps

- a. Next SBC Meeting to be held on:

- i. Monday, August 19, 2024

Mr. Carroll mentioned that it has been a bit of a challenge coordinating the collection, processing, and payment of invoices with the current schedule of meetings. With the current SBC meeting schedule, invoicing and payments continue to be off schedule. He proposed that starting in September, the SBC meetings switch to the first Tuesday of the month instead of the third.

Mrs. Kontoes will reach out to those SBC members who are absent and a decision will be made as to the schedule moving forward at the next SBC meeting.

VIII. Adjourn

Motion to adjourn at 6:52 pm.

Motion: Mr. Young

Second: Mr. Gabor

Vote: Yes—6 ; No—0 ; Abstain—0

Respectfully submitted,

Christina Radlo