

WEBSTER PUBLIC SCHOOLS
SCHOOL BUILDING COMMITTEE TUESDAY, 6:00 PM OCTOBER 1, 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*
Victor Waskiewicz- *Voting Member*
Lisa Kontoes - *Business Manager*
Monique Pierangeli - *Superintendent*

Absent: Tim Bell - *Town Accountant - Voting Member*
Sheila Blythe – *School Committee - Voting Member*
Al Young - *Voting Member*

Attendees: Jorge Cruz-Flansburgh
Mike Carroll-Colliers- *Attending remotely*
Mike Reith-Colliers
Richard Armitstead-Flansburgh

I. Call to Order

Mr. Hurton called the meeting to order at 6:04 pm.

II. Review of Previous Meeting Minutes for Approval

- a. August 19, 2024 - Regular Session
Motion to approve 8/19/24 regular session meeting minutes.

Motion: Mr. Paranto

Second: Mrs. Nieves

Vote: Yes—6; No—0; Abstain—0

- b. August 19, 2024 - Executive Session
Motion to approve the 8/19/24 executive session meeting minutes without public release at this time.

Motion: Mr. Paranto

Second: Mr. Gabor

Vote: Yes—6; No—0; Abstain—0

- c. September 17, 2024 - Regular Session
Motion to approve the 9/17/24 regular session meeting minutes.

Motion: Mrs. Nieves

Second: Mr. Gabor

Vote: Yes—6; No—0; Abstain—0

III. OPM Report

- a. Financials

i. Working Group Update/Recommendations

The Working Group continues to meet every other week to review PCOs with the OPM and Designer's input to ultimately land on a decision whether to recommend them for approval to the SBC. More discussion to follow below.

ii. Commitments

1. New Contracts

Mr. Carroll presented two new commitments to the Committee that would need approval. These two invoices are without a prior commitment and would need approval to be allocated for in the budget.

The first new commitment is for advertisement costs to Local IQ for the Technology RFP advertisement in the local paper. The total of this advertisement is \$99.16.

Motion: Mr. Gabor made a motion to approve the Local IQ cost of \$99.16 as presented to be committed to the advertising budget.

Second: Mr. Waskiewicz

Vote: Yes—6; No—0; Abstain—0

The second new commitment is for the cost of the rebid to Bid Docs Online for \$750. Mr. Carroll also explained that a portion of this commitment will be coming back as a credit which will be presented at a future SBC meeting as a change order. Mr. Hurton entertained a motion to approve the Bid Docs Online cost of \$750 as presented to be committed to the budget.

Motion: Mr. Gabor

Second: Mrs. Nieves

Vote: Yes—6; No—0; Abstain—0

2. New Construction Change Orders/Amendments

(a) OCO #6 - Mr. Carroll shared OCO #6 with the Committee, of which multiple PCOs are associated. These PCOs have all been recommended for approval from the Working Group. Mrs. Kontoes did mention to the Committee that the Working Group has vetted and recommended these PCOs that make up OCO #6, however, the OPM and the Designer had different opinions over their approval.

In follow up, Flansburg submitted a packet of information late on September 30, 2024 which outlines their position relative to the OCO and how their opinion deviates from these recommendations. Mr. Gabor added that despite the lack of a unanimous agreement with the OPM, Flansburgh, and the Working Group, the Working Group decided to approve the PCOs as a whole.

Mrs. Kontoes explained to the Committee that she is unable to advise the Committee based on Flansburg's position statements submitted only the night prior to the meeting.

She did ask that this information be shared a week in advance to the SBC meetings to have ample time to review and have an appropriate discussion. Mrs. Kontoes did add that she does believe that a delay in approval of OCO #6 will result in halting the project with Brait.

Mr. Cruz agreed that the OCO #6 needs to move forward and that Flansburgh has signed it.

Mr. Hurton explained that none of the Committee members have seen this memo from Flansburgh and that any approval of this change order does not include the memo.

Mr. Cruz added that the memo is only for public information purposes.

Mr. Carroll mentioned that he has also not had a chance to review the memo. While there were differing opinions between the OPM, Design Team, and the Working Group, he believes that the Working Groups opinions were in sync with the OPM.

Mr. Hurton entertained a motion to approve OCO #6 as presented in the packets provided to the Committee, not to include the memo from Flansburgh which has not been reviewed and was not provided in time to the SBC for inclusion in the packet.

Motion: Mr. Paranto

Second: Mr. Waskiewicz

Vote: Yes—6; No—0; Abstain—0

Mr. Hurton also questioned Flansburg as to why within a 45 year old building that further planning hadn't been done due to the found need for additional replacement roofing.

Mr. Cruz replied that the design was planned for 1000 square feet, not the entire decking based on initial observations.

3. Construction PCOs

Nothing additional to report. The Working Group continues to work through PCOS with another meeting scheduled on 10/2/2024.

iii. Budget to Actuals

Mr. Carroll reviewed the monthly Budget to Actuals packet with the Committee including recent budget revisions, new commitments, the forecasted budget, invoices included in the warrant, PCO change log, and the project cash flow, each of which are addressed in further detail throughout this SBC meeting. He explained that there are a few minor revisions to the information presented at the meeting that aren't included in the packet. These revisions will be sent out to the Committee members the next day following this meeting.

Through the review, Mr. Carroll noted that we are below projection in regards to cash flow. Mr. Reith has reached out to Brait to get an update on their numbers, which should be received tomorrow, October 2, 2024.

b. Schedule

Mr. Carroll shared the overall project schedule with the Committee. The project is currently in the middle of the construction administration phase, in phase 1. Colliers does have a detailed schedule from Brait which outlines how they specifically spend their time. As of right now, Brait's schedule is showing that they are on time with the April, 2025 Phase I completion on time, followed up with Phase 2 transition to Phase 3 in February of 2026 and project completion in the Fall of 2026.

When questioned by the Committee if Flansburg believes the project to still be on schedule, Mr. Cruz agreed that the project is on schedule and the only current potential hold up would be the National Grid switchgear. However, the project has really started to accelerate.

Mr. Armitstead added that within the past month or so, Brait put a Senior Superintendent on site which has really accelerated the project. The amount of work done this past month has been at a much higher percentage than in previous months.

Mrs. Kontoes also added that with the addition, she has found that the weekly OAC meetings run more efficiently and effectively as well.

c. MSBA Updates

Mr. Carroll continues to work with the MSBA to incorporate additional funding. He still has not heard back from them in regards to the PAE additional funding as well as the remaining money from the feasibility study as discussed in the prior SBC meeting. Mrs. Kontoes shared that she has a conference call on October 2, 2024 with the Town Council and the MSBA for further discussion regarding the subject.

Mr. Carroll also added that he received notification from the MSBA today that they have reviewed the first construction change order. They decided to participate in \$9,620 of the change order.

IV. Potential Designers Contract Amendments-Nothing to report.

V. Design/Construction Update

a. Construction Update

Mr. Cruz gave a brief overview of construction progress. At this point in time, they have completed 535 submittals, with only 10 open at this time and 291 RFIs with 7 open at this time. The schedule shows 22% completion of the entire project.

Mr. Armitstead reviewed construction progress including the following:

- Finished steel work about the kitchen, work progressing with duct work

- On ground floor-repouring slabs, majority of underground plumbing and electrical work complete.

- Installation of the boilers.

- On second floor-85% of framing complete, rough piping, duct and electrical work continue.

- Completion of roof over gym and classroom side of C wing, auditorium roof still in progress.

- Auditorium-Starting construction of the stage and risers for seating.

Mr. Carroll shared progress photos with the Committee, which are also frequently posted on the website for the general public.

- b. FFE Update
Cafeteria tables and chairs, as well as classroom podiums have been ordered. The order is currently being scheduled for delivery into storage until April, 2025. Mrs. Kontoes explained that some of the new furniture will be installed in the cafeteria at that time while a portion will remain in storage.
- c. Technology Update
Mr. Cruz explained that the RFP that had been approved at the last SBC meeting has already gone out. There were 25 firm responses asking for RFPs and a walkthrough occurred on Friday, September 27, 2024. An addendum went out today, October 1, 2024 with responses to questions that had come up during the process. Questions were closed on September 30, 2024 and the bid will close mid October.
- d. Color Selection Update
Nothing to report-color selection is mostly complete.

VI. Approval of Warrant

Motion to approve the 10/10/24 warrant in the amount of \$4,173,665.80

Motion: Mr. Paranto

Second: Mr. Gabor

Vote: Yes—6; No—0; Abstain—0

VII. Executive Session

- a. Discussion re Bartlett High School Project Pursuant to G.L. c. 30A, §21(a)(3) (to discuss strategy regarding potential litigation if an open meeting may have a detrimental effect on the litigating position of the public body and the chair so declares).

Motion to enter into executive session was made at 7:00 pm with the intent to return to regular session.

Motion: Mr. Gabor

Second: Mrs. Nieves

Vote: Yes—6; No—0; Abstain—0

At the conclusion of the executive session, the SBC returned to regular session at 7:17pm.

VIII. Next Steps

- a. Potential dates for next SBC meeting:
 - i. Monday, November 4, 2024
 - ii. Wednesday, November 6, 2024Through discussion and due to several of the SBC members being absent, the Committee present decided to have a poll sent out to the members to see which dates work best for the majority.

IX. Adjourn

Motion to adjourn at 7:18pm.

Motion: Mr. Gabor

Second: Mr. Paranto

Vote: Yes—6; No—0; Abstain—0

Respectfully submitted,

Christina Radlo