

WEBSTER PUBLIC SCHOOLS
SCHOOL BUILDING COMMITTEE WEDNESDAY, 6:00 PM NOVEMBER 6, 2024

Present: Ted Avlas – *Vice Chairman Member - Voting Member*
Tim Bell - Town Accountant - *Voting Member*
Dave Hurton - Chairman - *Voting Member*
Tony Paranto - *Voting Member*
Victor Waskiewicz- *Voting Member*
Al Young - *Voting Member*
Lisa Kontoes - Business Manager
Monique Pierangeli - Superintendent

Absent: Sheila Blythe – *School Committee - Voting Member*
Earl Gabor - *Selectmen Delegate - Voting Member*
Gina Nieves - *Voting Member*

Attendees: Jorge Cruz-Flansburgh
Mike Carroll-Colliers
Richard Armitstead-Flansburgh

I. Call to Order

Mr. Hurton called the meeting to order at 6:00 p.m.

II. Review of Previous Meeting Minutes for Approval

- a. October 1, 2024 - Regular Session
Motion to approve 10/1/24 regular session meeting minutes.

Motion: Mr. Bell

Second: Mr. Paranto

Vote: Yes - 6; No - 0; Abstain - 0

- b. October 1, 2024 - Executive Session
Motion to approve the 10/1/24 executive session meeting minutes without public release at this time.

Motion: Mr. Avlas

Second: Mr. Paranto

Vote: Yes - 6; No - 0; Abstain - 0

III. OPM Report

a. Financials

i. Working Group Update/Recommendations

The working group has been meeting regularly and the outcome of those meetings is OCO #7. Mike commented about how quickly Bob Brait has been driving the closure of PCOs and we have begun looking at Phase II to see if we can get ahead of anything as a result of learnings in Phase I. Mike referenced the group to the Working Group meeting minutes in the meeting packet.

ii. Commitments

1. **New Contracts / Spectrum** - Mike Carroll presented a new commitment in the amount of \$5,931.91 for Spectrum to do utility infrastructure work to relocate the fiber to Section A from Section C. A motion to approve as presented was made as follows:

Motion: Mr. Paranto

Second: Mr. Young

Vote: Yes - 6; No - 0; Abstain - 0

2. New Construction Change Orders/Amendments

- (a) OCO #7 - Was presented in the amount of \$187,248.52.

Included in this OCO is one very large cost deduction for the bollards that were removed due to maintenance concerns and another small deduction to using paper towel holders provided at no cost for District Suppliers. Mike highlighted the basketball hoop, reminding the Committee that during Value Engineering the SBC had decided to keep the hoop structure and just replace the baskets and backboards. This OCO is proposing to add new structures and electrify them. In addition, we will now have the ability to address the height of the hoops for adaptive needs for Special Education. Mr. Hurton questioned why it was not originally included and Mike Carroll reminded him that this was a conscious decision to reduce the scope during value engineering. Mr. Hurton inquired about the School Guard Glass. Mr. Carroll advised that the school guard glass was originally only included at the main entrance; this OCO now includes school guard glass for the cafeteria and gymnasium. There was discussion about whether the District feels this is adequate for safety and it was confirmed that there are no other large glass areas where it would be needed. The original glass was already ordered without the school guard glass but it will be able to be replaced without any need for retrofitting. Mr. Carroll explained that the windows were ordered prior to the PCO being finalized and approved. Mr. Avlas inquired about acoustical panels and the floor graphics. Mr. Carroll clarified that the floor graphics was for cross-court basketball courts, center logos, volleyball courts and baselines. He further stated that the panels did not change; just the location was adjusted. Mr Hurton entertained a motion to approve the OCO \$187,248.52 as presented.

Motion: Mr. Paranto

Second: Mr. Young

Vote: Yes - 6; No - 0; Abstain - 0

3. Construction PCOs

Mike Carroll presented the PCO log (which was not included in the packet). The line items in gray displayed are included in the OCO #7 packet. He stated we are down to about 40 PCOs which is relatively low. The rough order of magnitude for these PCOs is currently estimated at about \$500,000. Mr Hurton clarified that the contingency includes the OCO #7 and Mike confirmed that \$5,024,216 is inclusive of the OCO that was approved in the meeting. Mr. Hurton asked if there were any concerns with the budget and Mike did not raise any concerns.

Mr. Carroll noted that there was one budget adjustment for OCO #7. All previous history in gray remains. For commitments, we had 2 Brait and Spectrum that were voted on. Mr. Carroll noted that we already had a budget for Spectrum so no changes were made. Ms. Pierangeli asked if we were tracking in a normal range. Mike stated it was a bit higher but not unexpected for a renovation project. Mr. Carroll further explained that the bulk of the project is in Phase I which is about 50%, then Phase II is 30% and Phase III is 20%. Mr. Hurton requested a report from the MSBA about expenses submitted and reimbursed to date. Ms. Kontoes took an action item to provide this information to the Committee. There was some discussion about the overall reimbursement rate and eligible vs ineligible expenses for reimbursement. MSBA is \$61,274,727 max reimbursement but per Mr. Carroll believes it is more likely around \$59,398,265. Mr. Bell asked for the latest copy of the 3011 project budget so he can use it to plan for future borrowing. Mr. Bell talked about consulting with Hilltop several times per year evaluating the federal reserve and ideally timing the borrowing if we expect the rates to drop.

iii. Budget-to-Actuals

Mr. Carroll reviewed the invoices included in the warrant for approval this evening. Regarding Cash Flow, Colliers is looking to request an additional cash flow from Brait. He noted that we are not spending the contingency how it was projected in the cash flow. Mr. Hurton asked if it was matching the rate of the project phases (Phase I 50%, Phase II 30%, Phase III 20%) Mr. Carroll stated that in general it is consistent with this allocation of work effort. Mr. Armistead observed that the sub-contractors appear to be lagging in the billing and that may be reflected in the spending (which means the cost is not always reflective of the work completed). Mr. Carrolls showed the cash flow graph showing that the curve is following as expected but slightly lower and now starting to catch up.

b. Schedule

Mr. Carroll showed the schedule that was included in the packet which is very high-level. The contractor schedule is much more detailed and is 25 pages in length. This is not replicated in this high-level view. The OPM is reviewing the schedule monthly and making sure that they are staying on track. Mr. Carroll and Mr. Armistead feels comfortable that Brait is moving in the right direction.

c. MSBA Updates

Mr. Carroll reported that he continues to stay in contact with Webser's MSBA Project Manager regarding the MSBA for the four 'buckets' of money for potential budget adjustments to the PFA or just establishing a tracking mechanism for the external funding sources. Mr. Carroll expects to get direction from the MSBA in regards to the three of the items (1 - LEA, 2- ESSER Grant, 3-PAE MSBA Project) funding sources finalized. Ms. Kontoes provided an update on the fourth funding item regarding the two previous appropriations for the renovation project. Conversations are underway regarding the discrepancies between MSBA policy and Municipal Finance law.

Ms. Kontoes also noted the October Town Meeting Article approval may require a PFA amendment to move the surplus money in the amount (\$62,921.40) from Feasibility to Construction. Mr. Carroll will double check if an adjustment is needed.

IV. Potential Designers Contract Amendments - None

V. Design/Construction Update

a. Construction Update

Mr. Cruz stated there is a lot of activity underway including mechanical systems, plumbing, walls and the Gym being sheet rocked and painted. Mr. Carroll provided a picture slide show showing the sidewalks, framing the auditorium, steel, and transition between wings. It was pointed out that we are starting to see the auditorium take shape. Mr. Carroll also showed views looking from the cafeteria out to the outside classroom where you can see the slabs. All underground plumbing is done in the kitchen and ready to pour the slab. The Mason has finished most of the masonry on the dock. In the basement, the new pits have been completed and the floors have been formed. They are underpinning columns before pouring the concrete slabs. There is an access opening for bringing equipment in and out of the basement. Contractor has formed the foundation walls of the loading dock. The dock is not at the same level of the street and the area will be excavated. Adding electrical on the floors in the auditorium. The steel is in place for the balcony. Some areas are tarped off to protect the interior from the elements. In general, progress is coming along well. All major trades are on site working and some minor trades. The finish trades will come in a little later. The second floor is framed, boarded, taped and some ceilings have gone up. On the first floor, they started pouring slabs and putting in all of the conduits. On the roof, the majority of roof membrane is in.

Started setting some of the major mechanical units on the roof. Mr. Avlas asked if the sump pumps were operational yet. Mr. Armistead said the contractor is using them to pump them. One Basin is dry and the other one is pumping some (this is using a temporary pump) and they are keeping the pit dry. Mr. Avlas asked about windows being taped up and the timing for the window installation. The window delivery is expected by the end of November. .

b. FFE Update

Purchased the cafeteria tables and lecterns for the classrooms. They have not been received yet but will be stored at an offsite location until we are ready for them.

c. Technology Update/RFP Update

Mr. Cruz reported that we went out to bid under Chapter 30B. The RFP requested a price and non-price proposal. There was a requirement to provide an electronic and hard copy. Ockers was the only bidder who complied with both requirements. The other bidder, SHI, did not supply the hard-copy which is not in compliance. Ockers provided 3 options with varying costs and warranties. The Technology FFE budget is in the amount of \$712,000. Mr. Cruz reported that Ockers will be interviewed on Thursday and highlighted that the technology purchases are for infrastructure only. The remainder of equipment in phase 2 & 3 will get stored in the MDF room in the interim. Mr. Cruz stated that once the interview is complete, and if it goes well, Flansburgh will move forward to award the contract with the recommendation to the School Building Committee. Ms. Kontoes reported that bids had to be delayed a week because a contract was eliminated in the bid package. Mr. Hurton asked why it was not included and Mr. Cruz stated it was a lack of communication. Ms. Kontoes expressed her disappointment with the communication in this process which caused a 1 week delay but luckily it did not impact the project timeline.. Mr Hurton asked if there are any more RFPs, could Flansburg guarantee its accuracy. Flansburg stated they would do their best to have 100% accuracy.

d. Color Selection Update

Mr. Cruz reported that the gymnasium colors have been selected (black & white). Flansburgh has prepared baseline color palettes for the Working Group to select from and there is a meeting planned for this Thursday to make the selections.

VI. Approval of Warrant

Motion to approve the 11/07/24 warrant in the amount of \$4,282,236.36

Motion: Mr. Paranto

Second: Mr. Waskiewicz

Vote: Yes - 6; No - 0; Abstain - 0

VII. Next Steps

a. Next SBC meeting:

i. Tuesday, December 3, 2024

VIII. Adjourn

Motion to adjourn at 7:12 p.m.

Motion: Mr. Young

Second: Mr. Paranto

Vote: Yes - 0; No - 0; Abstain - 0

Respectfully submitted,

Lisa Kontoes & Monique Pierangeli