

WEBSTER PUBLIC SCHOOLS
SCHOOL BUILDING COMMITTEE TUESDAY, 6:00 PM DECEMBER 3, 2024

Present: Ted Avlas – *Vice Chairman Member - Voting Member-Chair*
Tim Bell - Town Accountant - *Voting Member*
Sheila Blythe – *School Committee - Voting Member*
Earl Gabor - *Selectmen Delegate - Voting Member*
Dave Hurton - Chairman - *Voting Member-Attending Remotely*
Tony Paranto - *Voting Member*
Lisa Kontoes - Business Manager
Monique Pierangeli - Superintendent -*Arrived at 6:35pm*
Al Young - *Voting Member*

Absent: Gina Nieves - *Voting Member*
Victor Waskiewicz- *Voting Member*

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

I. Call to Order

Mr. Avlas called the meeting to order at 6:00pm due to Mr. Hurton, Chairman, attending the meeting remotely.

II. Review of Previous Meeting Minutes for Approval

- a. November 6, 2024-Regular Session
Motion to approve 11/6/2024 regular session meeting minutes.

Motion: Mr. Hurton

Second: Mr. Young

Vote: Yes—5 ; No—0 Abstain—2

III. OPM Report

a. Financials

i. Working Group Update/Recommendations-

There have been two Working Group sessions which took place on 10/30/2024 and 11/13/2024, both of which the minutes were included in the meeting packet for the Committee's review. The Working Group worked through the PCOs listed in the packet for a total of \$29,007.30 that make up OCO#8. This change order was compiled by Flansburg, validated by the OPM and Colliers is making the recommendation to approve.

Motion to approve OCO#8 in the amount of \$29,007.30

Motion: Mr. Hurton

Second: Mrs. Blythe

Vote: Yes—7; No—0; Abstain—0

ii. Commitments

1. New Commitments- OCO#8 which was previously addressed.
2. New Construction Change Orders/Amendments
 - (a) OCO #8- Previously addressed.
3. Construction PCOs- None Reported.

iii. Budget to Actuals- Mr. Carroll reviewed the full financial documents with the Committee including the latest budget adjustments, now including the previously approved OCO#8 in the amount of \$29,007.30. Forecasted costs were also discussed at the potential of \$700,000 of potential PCOs that are outstanding to be reviewed. As always, Colliers reflects the highest potential cost of the PCOs with a conservative view.

Mr. Carroll briefly reviewed the invoices which were included in the warrant for approval at the end of the SBC meeting. These invoices included monthly payments to Flansburg, Colliers, and Triumph (Modulars). The monthly Brait invoice was not included due to it still being finalized.

The PCO log was discussed, Mr. Carroll explaining that many would be addressed at the upcoming Working Group meetings.

Lastly, Mr. Carroll recently reviewed the current cashflow with Mr. Reith.

The project is about five million dollars under on the construction side, and Colliers will be speaking to Brait to continue to meet the overall project schedule with the change over to Phase II during the April 2025 school vacation. The cashflow continues to be closely monitored as well as the project schedule. Mrs. Kontoes questioned whether or not the cashflow column reflecting FFE needed to be adjusted, as the project does not have that level of spend in that area. Mr. Carroll further explained that the FFE also includes miscellaneous costs, which includes technology and the costs for the modulars. A majority of the cost seen is reflective of the monthly \$42,500 costs for the modulars. In response, Mrs. Kontoes questioned if adjustments needed to be made to reflect the journal of modular costs from the project to ESSER grant funding. Mr. Carroll replied that that would be a part of the discussions with the MSBA.

b. Schedule- The project is currently in the midst of Phase I with the planned transition to Phase II in April, 2025.

c. MSBA Updates-

Mr. Carroll provided an update in regards to the ongoing discussions with the MSBA. He had been hoping for more information to provide the Committee with, but they are still awaiting guidance. There are still four parts of the funding which the project is seeking guidance as previously discussed.

-The one million feasibility study funds

-The FY23 surplus funds

-The Esser Grant funding to cover partial modular costs

-The remaining Park Avenue project funds

The latest guidance from the MSBA had been to include the Park Ave money within the project, but to exclude the ESSER and FY23 funds since it is being paid outside of the project. Either way, the dollar amount wouldn't change. Mr. Carroll recommended that if the funds remain outside the project that Colliers show the funding in another section on the cost summary. The funding will continue to be tracked either way. As a result, there does appear to be additional money in the contingency.

Mr. Hurton took the opportunity to question Mr. Carroll about the monthly budget for Colliers. The projected amount is \$67,577, however, that cost is significantly exceeded. He questioned if there had been any notification to the district. Mr. Carroll explained that Colliers began to notify Mrs. Kontoes and Superintendent Pierangeli back in July 2024 and that extra hours of work were being done to supplement the project. Mrs. Kontoes made it clear that no specific ongoing cost was discussed. Mr. Hurton's concern was that Colliers would continue to come back saying they expect more money. Mr. Carroll replied that Colliers has been open and honest and is only requesting what is beyond what they are contracted to do. If work is being done that is over and above what is owed contractually, they would ask for more.

Mr. Hurton pointed out to Mr. Carroll that the exceeded budgeted amount had not been shared with the Committee, to which Mr. Carroll agreed but noted that Mr. Reith had added a comment to the cover memo starting in May 2024. It is his expectation that any significant overages in the budget are brought forward to the Committee so that they are made aware. Mr. Carroll argued that the information had been shared with district admin, including Mr. Hurton, and that Colliers had been told to do what had to be done. Mr. Hurton disagreed with that statement and asked that any additional billed hours be identified to the Committee. Mrs. Kontoes added that the direction she gave to Mr. Reith was to have his budget memo reflect the actual work done, not to just add a standard bullet month after month.

Mr. Hurton also took a moment to question Mr. Cruz and Flansburg in regards to extra services over basic included on their invoices. Mr. Cruz explained that these are costs approved as additional services through the MSBA such as geotech services. Mr. Carroll clarified that the MSBA has specific items known as basic services vs. over the basic.

Mr. Hurton reiterated the need for both Colliers and Flansburg to communicate clearly to district administration. Mr. Avlas added that it is the expectation of the Committee that in the future, a report is provided to by Colliers to clearly show how much their services are over budget.

Mr. Carroll questioned the Committee if this is a directive for Colliers to only do what is contractually required of them and to stop at that point to which Mr. Hurton replied no, that whatever is required past the contractual obligations are communicated clearly to district admin and why. Mr. Carroll insisted that he believes Colliers has been very clear, but does agree that the additional costs had not been brought to the Committee. He added that Colliers continues to go above and beyond what is contractually required due to shortcomings of other team members.

Mrs. Kontoes provided a quick update on the million dollars from the feasibility study, of which the Town legal counsel has continued to attempt outreach to the general counsel at the MSBA.

- d. OPM Team Official Update- Deferred due to the new team member being unable to attend the meeting.

IV. Potential Designers Contract Amendments-None reported.

V. Design/Construction Update

- a. Construction Update-Mr. Cruz provided an update to the Committee.
Construction is progressing nicely with exterior work starting soon, including windows and stone. On the interior, tile is going in, painting is in progress and equipment is coming together mechanically. Construction continues to be on schedule and moving along with 575 submittals, 14 of which are open, 340 requests for information, 5 which are open, and a potential of 20 change orders in various states for review.
Mr. Armitstead added that all of the mechanical units for Phase III have been delivered and installed on the roof, a large majority of the project, with final piping started. In the downstairs plant in c-wing, almost all equipment has been installed with piping and connecting. While this is the less glamorous side of the project, it is good solid progress.
Mr. Carroll shared pictures of the current progress with the Committee.
- b. FFE Update-Cafeteria tables and classroom podiums have been purchased and will be stored until ready for use (Cafe Tables targeted to be used following April Break).
- c. Technology Update-Mr. Cruz updated the Committee on a recent meeting with Ockers Technology. It was discovered that the initial proposal for \$308,023 included older switches and for an additional cost still well within the original \$333k budget, Ockers will update the proposal to include the newest 10 gb switch system with redundancy. This takes care of the interior and exterior wide network, includes turnkey service as well as extended warranty for all phasing and a five year warranty from the manufacturer.
While the Committee was in agreement of the importance of having the most updated technology, the original proposal was from a public bid. Despite only having one bidder, the proposal has to be awarded as is and addressed later with change orders under 30B. Mr. Hurton pointed out that there is nothing indicated on the agenda that there would be a potential vote in regards to the subject and that an amended agenda would have been needed. When questioned on the urgency of awarding the Technology Procurement and Installation services contract, Mr. Cruz did say December 2024 would be preferable. As a result, an additional meeting will need to be scheduled to approve the contract in its original form.
- d. Color Selection Update-
Mr. Cruz explained that all of the paint and finishings had been previously selected and was in the contractor's hands. Mrs. Kontoes added the most recent selection that was finalized was in relation to hand railings, but nothing more beyond that.

Mr. Hurton took the opportunity to ask Mr. Cruz if the project is currently on time and on budget to which Mr. Cruz replied yes.

VI. Approval of Warrant

Motion to approve the 12/05/2024 warrant in the amount of \$230,321.27.

Motion: Mr. Hurton

Second: Mr. Gabor

Vote: Yes—7; No—0; Abstain—0

VII. Next Steps

a. Next SBC Meeting

i. Tuesday, January 7, 2025 6:00 PM (regularly scheduled)

Through discussion, a virtual meeting was also scheduled for Monday, December 9, 2024 at 6:00pm for the potential approval of the Technology Procurement Contract and of the upcoming warrant which would include the next Brait invoice.

VIII. Adjourn

Motion to adjourn at 6:53pm.

Motion: Mr. Paranto

Second: Mr. Young

Vote: Yes—7; No—0; Abstain—0

Respectfully submitted,

Christina Radlo