

Town of Millis

Elementary School Building Committee

Meeting Minutes of Thursday, February 22, 2018

Call to Order: Wayne Klocko called the meeting to order at 7:04 p.m.

Meeting Attendees:

Elementary School Building Committee Voting Members

Diane Jurmain, Wayne Klocko (Chairman), Craig Schultze

Elementary School Building Committee Ex-Officio Members

John Engler, Richard Nichols

Compass Project Management Representative

Jeff D'Amico

Tappe Architect Representative

Jen Littlefield

Agostini Bacon Representative

Steven Agostini, Thomas Donatelli

Update on Construction Progress and Project Schedule

The project has reached a major milestone with the pouring of the first footings along the A wing by the cafetorium. 55 cubic yards of concrete were poured today. Trenches are being dug for utilities. Steel is scheduled for 4/16.

Security Camera Access

Security cameras have been installed and are functional. Compass to check in with Julie Allen to confirm who has access to the cameras. Police dispatch should have access and monitor the site.

Utility Update

Work orders have been filed with Eversource for the removal of the electric meters by the gazebo and basketball/tennis courts and adding a new one for the irrigation system. There will be a back charge to do the installations that will be approximately \$1,250.00. There is a program for energy rebates on small buildings that we will enter into with the help of a consultant.

Craig Schultze made a motion to authorize Mike Guzinski to process the design and cost estimate for cutting power to the gazebo and adding a pedestal mounted meter that will feed the irrigation system and authorize the payment of \$1252.00 to Eversource from the CFB project for back charges upon receipt of an invoice. Diane Jurmain seconded the motion and the motion passed unanimously.

MSBA Update, Status of Project Funding Agreement (PFA)

The state has issued the PFA to the Town. It is being reviewed by the town treasurer who is out of the office until Monday. Upon her return, she will sign and send back for counter signature by the MSBA. Once both signatures have been obtained, the MSBA should be able to release the reimbursed funds that they have been holding. The MSBA would like to do a kick-off meeting next Thursday. They will come out to the site to meet with the design team and construction manager.

Town of Millis

Elementary School Building Committee

Meeting Minutes of Thursday, February 22, 2018

Review and Approve HazMat Consultant Contract Amendment

A proposal for additional services from Tappe was reviewed by the committee (Exhibit A) for professional services associated with additional investigation and testing at the Clyde Brown Elementary School roof along with on-site monitoring and observation during the demolition phase. The services are being performed at hourly rates with an estimated not to exceed fee. Under the terms of the MSBA Designer Contract, the Architect is reimbursed consultant costs plus 10% for responsibility and coordination.

Craig Schultze made a motion to recommend that the selectmen approve Tappe's proposal in the not to exceed amount of \$54,890.00 for environmental HazMat testing and monitoring services through the subcontractor Universal Environmental. Diane Jurmain seconded the motion and the motion passed unanimously.

Review and Approve Nitsch Permitting Additional Service Request

Nitsch Engineering submitted an additional services proposal (Exhibit B) for professional civil engineer services associated with the permitting effort for the Clyde Brown Elementary School. This proposal was submitted to cover the unanticipated, additional costs incurred by Nitsch during the approval process due to the intensive permitting effort required by the Town. Nitsch's original agreement with Tappe had an estimated fee of \$10,000. They are requesting \$18,500 in addition to the original agreement in order to make Nitsch whole for the work completed.

Wayne Klocko made a motion to approve an amendment to Tappe's contract in the amount of \$18,500 for additional services provided by Nitsch Engineering needed for the Town's intensive permitting process. Craig Schultze seconded the motion and the motion passed unanimously.

Review Bid Results

The results were good overall. Bids came in below budget.

Review Guaranteed Maximum Price (GMP)

Agostini Construction presented their proposed GMP (Exhibit C) in the amount of \$41,340,039 for the construction of the new Clyde Brown Elementary School. The GMP package was reviewed by the committee and included estimates, assumptions and clarifications, a list of allowances, project schedule and document log. The GMP came in under budget. Compass and Tappe both said they feel comfortable with the GMP that was presented.

Diane Jurmain made a motion to approve the GMP as presented and recommend that the Selectmen enter into a contract with Agostini Bacon Construction for \$41,340,039 for the construction of the new Clyde Brown Elementary School. Craig Schultze seconded the motion and the motion passed unanimously.

Community Communications

Diane Jurmain updated the committee on the two week look ahead that just went out. A communication went out to the community about the progress of the project. It included photos of the progress and news of the footings being poured. It was suggested that drone pictures from above would be a nice way to show the progress.

Inspection Fees

The Building Inspector, Mike Giampietro forwarded a proposal for paying fees to the electrical and plumbing inspectors. The proposal would officially start in July, but would be an agreement for this entire project. A form would be submitted for each inspection and those inspections would be \$30.00 per inspection. Invoices would be generated from the building department on a regular basis and paid for out of the CFB project budget.

Town of Millis
Elementary School Building Committee
Meeting Minutes of Thursday, February 22, 2018

Invoices

A bills payable schedule for Compass Project Management for project management services rendered through January 31, 2018 was reviewed.

Craig Schultze made a motion to pay Compass Project Management \$29,977.60 for services provided. The motion was seconded by Diane Jurmain and passed unanimously.

A bills payable schedule for Tappé Architects, Inc. for design services rendered through January 31, 2018 was reviewed.

Craig Schultze made a motion to pay Tappé Architects \$202,220.43 for services provided. The motion was seconded by Diane Jurmain and passed unanimously.

A bills payable schedule for Agostini Construction for pre-construction fees through January 27, 2018 was reviewed.

Diane Jurmain made a motion to pay Agostini Construction \$11,500.00 for services provided. The motion was seconded by Craig Schultze and passed unanimously.

A bills payable schedule for Agostini Construction for Application 2 for Contractor's Payment through January 31, 2018 was reviewed.

Diane Jurmain made a motion to pay Agostini Construction \$503,676.32 for services provided. The motion was seconded by Craig Schultze and passed unanimously.

A bills payable schedule for BETA for peer review services was reviewed.

Diane Jurmain made a motion to pay BETA \$4,177.53 for services provided. The motion was seconded by Craig Schultze and passed unanimously.

A bills payable schedule for GCG Associates, Inc. for the review of shop drawings for the Construction of the new Clyde Brown School was reviewed.

Diane Jurmain made a motion to pay GCG Associates, Inc. \$210.00 for services provided. The motion was seconded by Craig Schultze and passed unanimously.

Minutes

The ESBC minutes from 1/16/18 were presented to the committee and reviewed.

Craig Schultze made a motion to approve the minutes of 1/16/18 as written. Wayne Klocko seconded the motion. The motion passed unanimously.

Town of Millis
Elementary School Building Committee
Meeting Minutes of Thursday, February 22, 2018

Adjournment

Wayne Klocko made a motion to adjourn the meeting at 9:01 p.m. The motion was seconded by Craig Schultze and passed unanimously.

Submitted by:

Kimberly Borst
Department Assistant
Elementary School Building Committee
Town of Millis

The next meeting of the Elementary School Building Committee will be held on Tuesday, March 13, 2018 at 7:00 p.m.