

Town of Millis

Elementary School Building Committee

Meeting Minutes of Wednesday, July 19, 2017

Call to Order: ESBC Chairman, Wayne Klocko, called the meeting to order at 7:02 p.m.

Meeting Attendees:

Elementary School Building Committee Voting Members

Denise Gibbons, Diane Jurmain, Wayne Klocko (Chairman), Jon Wine

Elementary School Building Committee Ex-Officio Members

Steven Catalano (School Committee), John Engler, (Millis Public Schools), Cathy MacInnes (Board of Selectmen), Rich Nichols (Planning Board)

Compass Project Management Representative

Jeff D'Amico

Tappe Architect Representative

Chris Blessen

Additional Attendees

Steven Agostini (Agostini Construction), Julie Allen (Agostini Construction), Michael Rand (Millis Citizen)

Recap Construction Manager at Risk Selection and Introduce Team

Proposals were solicited for Construction Manager (CM) at Risk. The proposals were narrowed down from six to four, with four firms being invited to interview on July 6, 2017. After 4 hours of interviews and two hours of deliberation, the Committee voted to recommend Agostini Construction for CM at Risk for the Clyde Brown School Project. This recommendation to the Selectmen is scheduled to be reviewed at the July 24, 2017 BOS meeting.

Schedule Update and Permitting

A schedule update was distributed by Compass Project Management. (Handout A) The project is currently scheduled to break ground in the beginning of November. The permitting process will be key to the schedule moving forward as planned. A Town Permitting Schedule was distributed to Committee. (Handout B) A letter will be drafted to the Planning Board to determine if they would be willing to review an early submission for feedback. The Building Inspector has worked out an agreement to hire a consultant to do the plan review. When the project is further along, a simplified schedule will be made available to the public.

Design Update

New drawings will come out on July 24th. Agostini and Compass will do a design review after the drawings are received.

MSBA Next Steps

Moving forward with the MSBA. A transitional meeting was held at Tappe's office. Tappe showed the MSBA the tweaks to the design that the Committee reviewed at its' last meeting. The project schedule was presented and they were updated on the CM at Risk Selection process. The MSBA inquired about the pending litigation.

Town of Millis

Elementary School Building Committee

Meeting Minutes of Wednesday, July 19, 2017

Review and Approve Additional Services Contract Amendments

Compass presented contract amendments for additional services for geo-technical investigation and testing, ACM testing/monitoring and the DOT permitting process.

The Committee reviewed Tappe's proposal for professional services associated with investigation and testing at the Clyde Brown Elementary School for ACM's by Universal Environmental Consultants. It was discussed and decided to approve only Tasks 1 & 2 right now. A request will be made for a copy of unit pricing for future work. This fits within the budget set aside for hazardous materials monitoring.

Jon Wine made a motion to recommend to the Board of Selectmen approval of Tasks 1 & 2 from Tappe Architects additional services proposal for professional services in the amount of \$11,770.00 from Universal Environmental Consultants associated with the investigation and testing at the Clyde Brown Elementary School for ACM's. Diane Jurmain seconded the motion and it passed unanimously.

The Committee reviewed Tappe's proposal for professional services associated with the DOT permitting process for the Clyde Brown Elementary School by Nitsch Engineering. This scope is only for the DOT permitting process, additional work will likely be required later in the project. The Committee discussed looking at Spring Street and all pedestrian crossings as part of the project. A comprehensive plan to get across Rt. 109 should be in place for this project. Nitsch should make a recommendation as to where the best place would be for Pedestrian crossing. Check with planning board to see if traffic study done by Centennial Place is still valid.

Denise Gibbons made a motion to recommend to the Board of Selectmen approval of Tappe Architects additional services proposal in the amount of \$16,500.00 for professional services from Nitsch Engineering associated with permitting for the new entrance and signal modification at Main Street associated with the Clyde Brown School Project. Diane Jurmain seconded the motion and it passed unanimously.

The Committee reviewed Tappe's proposal for professional services associated with additional geo-technical investigation and testing to be performed by Weston & Sampson for the Clyde Brown Elementary School Project.

Jon Wine made a motion to recommend to the Board of Selectmen approval of Tappe Architects additional services proposal in the amount of \$73,991.50 for professional services from Weston & Sampson associated with additional geo-technical investigation and testing at the Clyde Brown Elementary School. Diane Jurmain seconded the motion and it passed unanimously.

Administrative Update

The Committee received a status update on the pending litigation. Discussion ensued.

Town of Millis

Elementary School Building Committee

Meeting Minutes of Wednesday, July 19, 2017

New Business

The Committee is hoping to televise meetings moving forward however due to a lack of resources, may be unable to do so. Another possible option would be to record the audio of the meetings and post the recording on the website for people to listen to.

Invoices

A bills payable schedule for Compass Project Management for project management services rendered through June 30, 2017 was reviewed.

Diane Jurmain made a motion to pay Compass Project Management \$34,146.00 for services provided. The motion was seconded by Denise Gibbons and passed unanimously.

A bills payable schedule for Tappé Architects, Inc. for design services rendered through June 30, 2017 was reviewed.

Diane Jurmain made a motion to pay Tappé Architects \$251,963.80 for services provided. The motion was seconded by Denise Gibbons and passed unanimously.

A bills payable schedule for KP Law for professional services through 5/30/17 was reviewed.

Diane Jurmain made a motion to pay KP Law \$1,102.50 for services provided. The motion was seconded by Denise Gibbons and passed unanimously.

Minutes

The ESBC minutes from 6/21/17 were presented to the committee and reviewed.

Jon Wine made a motion to approve the minutes of 6/21/17 as written. Denise Gibbons seconded the motion. The motion passed unanimously.

Adjournment

Wayne Klocko made a motion to adjourn the meeting at 9:20 p.m. The motion was seconded by Jon Wine 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, August 22, 2017 at 7 p.m.