



MANAGEMENT PARTNERS, LLC

MGRSBC & SBC MEETING MINUTES AND LOCAL VOTE RESULTS

DATE OF MEETING: July 28, 2016 at 5:30P.M. at the Mount Greylock Regional Middle High School in Williamstown, MA

PROJECT: Mount Greylock Regional Middle High School
Dore & Whittier Project #MP

SUBJECT: School Building Committee Meeting (D&W#28)

ATTENDING:	Douglas Dias	Superintendent, MGRSD
	Nancy Rauscher	Bus. Manager, MGRSD
	Hugh Daley	Williamstown Selectman
	Carolyn J. Greene	MGR School Committee Chair
	Jesse Wirtes	MG facilities supervisor
	Mary MacDonald	Principal, MGRHS
	Thomas Bartels	
	Steve Wentworth	Lanes. Finance Committee
	Trip Elmore	DWMP
	Rachel Milaschewski	DWMP
	Dan Colli	Perkins Eastman, DPC
	Dawn Guarriello	Perkins Eastman, DPC
	Mike Ziobrowski	Turner Construction
	Mike Giso	Turner Construction
	Kris Bradner	Birchwood Design Group

1. **Call to Order of SBC Meeting at 5:32 PM by C. Greene with 7 voting Members in attendance.**

C. Greene, SC Chair, announced that she will be the chair of the current meeting in M. Schiek (SBC Chair) and P. Consolini's (SBC Vice Chair) absence.

2. **Approval of Minutes:**

A short SBC review of the June 16, 2016 Meeting Minutes was provided by the Chair.

Motion to approve the May 26, 2016 SBC Meeting Minutes by H. Daley, 2nd by D. Dias. VOTE: 7 approve, 0 against, 0 abstain

Discussion: No discussion.

T. Bartels joined the meeting at 5:35 – 8 Voting Members in Attendance

3. **Invoices:**

a. DWMP Invoice No. 15 in the amount of \$50,000 for OPM Services which bills out the remainder of the scheduled Design Development Value

Motion to approve DWMP Invoice No. 15 in the amount of \$50,000 for OPM Services by H. Daley, 2nd by S. Wentworth. VOTE: 8 approve, 0 against, 0 abstain.

PROJECT MANAGERS ARCHITECTS

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- b. Perkins Eastman Invoice No. 65010.01.04 in the amount of \$334,499.68 for services provided in the DD phase

Motion to approve Perkins Eastman Invoice No. 65010.01.04 in the amount of \$334,499.68 for services provided in the DD phase by D. Dias, 2nd by M. MacDonald. VOTE: 8 approve, 0 against, 0 abstain.

- c. Turner Invoice No. 4 for period ending June 30, 2016 in the amount of \$40,264.91 for preconstruction services

Motion to approve Turner Invoice No. 4 for period ending June 30, 2016 in the amount of \$40,264.91 for preconstruction services by M. MacDonald, 2nd by D. Dias. VOTE: 8 approve, 0 against, 0 abstain.

- d. Turner Construction Req No. 1 in the amount of \$331,839.54

Motion to approve Turner Construction Req No. 1 in the amount of \$331,839.54 by M. MacDonald, 2nd by T. Bartels. VOTE: 8 approve, 0 against, 0 abstain.

- e. MGRSD Builders Risk Policy Premium dated June 21, 2016 in the amount of \$95,574.00

Motion to approve MGRSD Builders Risk Policy Premium dated June 21, 2016 in the amount of \$95,574.00 by M. MacDonald, 2nd by D. Dias. VOTE: 8 approve, 0 against, 0 abstain.

N. Rauscher pointed out that this is the builders risk policy which was previously discussed at the last few SBC meetings. She noted that the policy has been in effect as of July 1st, 2016, as the District is required to obtain builders risk insurance prior to the start of construction.

- f. Connors Bros. Moving & Storage Invoice No. 11212 in the amount of \$306.25 to move piano

Motion to approve Connors Bros. Moving & Storage Invoice No. 11212 in the amount of \$306.25 to move piano by M. MacDonald, 2nd by D. Dias. VOTE: 8 approve, 0 against, 0 abstain.

- g. Dupere Law Offices Invoice dated June 30, 2016 in the amount of \$4,400 for legal review of CM Contract Documents

Motion to approve Dupere Law Offices Invoice dated June 30, 2016 in the amount of \$4,400 for legal review of CM Contract Documents by D. Dias, 2nd by M. MacDonald. VOTE: 8 approve, 0 against, 0 abstain.

4. National Grid Authorization for Technical Assistance Study

T. Elmore explained that this is part of the National Grid rebate plan where they contribute 75% towards an energy savings analysis, which amounts to \$15,465.00, and the District is responsible for the remaining 25% in the amount of \$5,155.00.

D. Colli added that they will compare the results of this energy savings analysis to the analysis that Perkins Eastman has performed to get the best results.

Motion by the SBC to allow the District to pay the 25% portion for National Grid to perform an energy savings analysis by D. Dias, 2nd by S. Wentworth. VOTE: 8 approve, 0 against, 0 abstain.

5. Turner Contract Negotiation Update

T. Elmore reported that the District has negotiated a contract successfully with Turner, and has entered into a signed agreement as of July, 2016.

6. Third Party Testing Update

T. Elmore pointed out that they only received one response to the bid invitations which were sent out to multiple Testing Firms at the beginning of June. He added that they only received one response to the bid invitations which was from CME Associates. Since only one bid was received, T. Elmore explained that they compared the unit pricing in CME's proposal to the third party testing pricing that was proposed for another job to validate that the numbers were in-line.

He then went on to explain that the OPM Contract Amendment included in the packet is a result of DWMP procuring Third Party Testing Services on behalf of the owner up to \$50,000.00 plus the additional 10% markup, which was voted upon on at the May 26, 2016 SBC Meeting.

T. Elmore clarified that there is \$100,000 in the budget for Third Party Testing, and if there is any testing required beyond the \$50,000 threshold, they will amend CME's contract on a Time and Materials basis.

Motion to approve DWMP's Amendment No. 3 for Third Party Testing services in the amount of \$55,000.00 by D. Dias, 2nd by H. Daley. VOTE: 8 approve, 0 against, 0 abstain.

7. Hazmat Monitoring Procurement

D. Colli pointed out that they received 4 bids for Hazmat Monitoring Services. After reviewing the bids, he recommended to complete the summer work with Eco-Genesis, at the cost of \$31,240.00, as the lowest bidder is not available to perform the work within the summer timeframe.

D. Colli pointed out that they were previously authorized by the SBC at the last meeting to spend up to \$15,000 with Eco-Genesis for Hazmat Monitoring in the interim period prior to receiving the bids. He explained that the Designer Contract Amendment Included in the packet will cover the invoice provided from Eco-Genesis for this work in the amount of \$13,322.51 plus the additional 10% markup, totaling \$14,654.76.

Motion to amend Perkins Eastman's contract in the amount of \$14,654.76 to cover the interim Hazmat Monitoring Services provided by Eco Genesis by H. Daley, 2nd by D. Dias. VOTE: 7 approve, 0 against, 1 abstain (S. Wentworth)

Motion to authorize Perkins Eastman to procure Eco-Genesis to complete the Hazmat Monitoring through the end of Phase 1 in the amount of \$31,240.00 by D. Dias, 2nd by M. MacDonald. VOTE: 7 approve, 0 against, 1 abstain (S. Wentworth).

8. LEED Checklist Review

D. Colli pointed out that the LEED Evaluation Checklist provided by Thornton Tomasetti resulted in a score of 51, putting the building just over the LEED Silver point requirement. He added that this could change as the drawings are further developed, and is hopeful that the new energy models will help to find areas which will allow for more points, as they must achieve LEED Silver in order to receive the 2 reimbursement incentive points from the MSBA.

9. Working Group Updates

- a. **Facilities Working Group:** J. Wirtes pointed out that that their team has been busy and working well with Turner on-site.
- b. **Finance:** N. Rauscher stated that their preliminary statement is complete and they have sent it out to each town for their input.
- c. **Interiors Working Group:** M. MacDonald said that the group is closing in on the specifics of the materials, and they have been playing around with the design to find ways to accommodate the finer details, such as stained glass displays or kiosks.

She added that the Facilities department has been working very hard to prep the building for the Phase 1 Enabling work, and applauded them for their work.

N. Rauscher excused from the meeting at 6:20 – 7 Voting Members in Attendance

10. Summer Enabling Work

M. Giso reported the following:

- Heat and hot water room completely in place
- Domestic water hook-ups are approximately 75% complete
- Electric work is approximately 50% complete
- Cut and Cap/Make-Safe activities from the existing building is on-going
- Abatement work is on-going, and approximately 30% complete. He suspects it will take a few more weeks to finish the abatement before they move on to the demolition
- The egress corridors have been constructed, and the doors & hardware will be on-site next week, which is about a week earlier than anticipated
- Work at the main entrance is on-going, and Maxymillan will be on site shortly afterwards to patch the slab
- New stained glass room location is up and running, and the life skills area is approximately 75% complete
- Site work has recently began for the new bus loop and will be complete in a few weeks

He added that they are on schedule, and there are approximately 20 workers on site daily who are all working well together.

11. Cost Estimate Reconciliation Review

T. Elmore reported that the cost estimates have come in just under the budget, which was achieved by using portions of the design and construction contingencies. He explained that at this point in the project, it is best not to sacrifice any scope so early in the drawings so the Owner gets the most for their money, also adding that the design and construction contingencies are available to allow for this

flexibility. He went on to explain that any savings at the end of a project is usually found in the Owner contingency, which has not been touched.

T. Elmore then described that Perkins Eastman and Turner have been building a Value Engineering list, which will be available to look into, should any scope reductions be necessary – which is typically done in the Construction Documents Phase when the drawings are much more developed.

He added that they will review these VE opportunities over the next two SBC meetings.

12. Value Engineering Review

The Committee agreed to review the VE opportunities at the following SBC Meetings, while the OPM, Design, and Construction Teams expand on this list.

13. Landscaping Review

K. Bradner of Birchwood Design prepared a PowerPoint reviewing the current landscape design. She pointed out that the landscape is currently designed for what is needed, but she has also prepared options for any potential future upgrades.

14. Project Sign Review

D. Colli drew attention to the project sign detail provided in the meeting packet, pointing out that it is an MSBA requirement to put up a sign throughout the construction of the project.

The committee provided some feedback towards the design of the sign, and Perkins Eastman agreed to make the suggested edits.

Motion to approve MGL Compliant sign and install on-site as required by H. Daley, 2nd by D. Dias. VOTE: 7 approve, 0 against, 0 abstain.

15. Other Business Not Anticipated 48 Hours Prior to Meeting:

C. Greene mentioned that the District should soon schedule the Groundbreaking Ceremony with the MSBA.

16. Public Comment: *None.*

17. Upcoming Meetings & Public Forums

- a. Thursday, September 1st, 2016 at 5:30 PM

18. Adjourn

SBC Motion to adjourn by D. Dias, 2nd by S. Wentworth. VOTE: unanimous to approve. Meeting adjourned at 7:10 PM

DORE AND WHITTIER MANAGEMENT PARTNERS, LLC

Rachel Milaschewski

Dore & Whittier Management Partners, Assistant Project Manager