

Coakley Middle School Building Committee

Coakley Middle School Building Committee (MSBC) Meeting On-line Meeting hosted via ZOOM Platform Due to COVID-19 August 15, 2022 – 5:00 p.m.

Mr. Slater called the meeting to order at 5:00 p.m.

Attendees: (A= attended meeting; P= attended partial meeting)

	MSBC Voting members		MSBC Voting members		Ai3 Architects (Ai3)
A	Mr. Slater – Chair		Ms. Diane Ferreira – Principal of Balch Elementary School		James Jordan - Principal
A	Mr. Matt Lane - Selectman		Dr. Ms. Fraczek – Principal of Coakley Middle School	A	Mr. Thibeault – Sr. Associate
	Mr. Matthew Walsh – Building Commissioner				Kristen Kendall - Architect
A	Mr. Riccardi– Director of Town-wide Facilities		Compass Project Mgmt (CPM)		Darren Sawyer - Principal
A	Ms. Carney, MCPPO - Purchasing		Tim Bonfatti – Principal		
A	Mr. Bob Donnelly - Selectman	A	Mr. Jarvis – Project Director		Public Attendees:
A	Dr. David Thomson - Superintendent		Chin Lin – Senior Project Manager		Dana Brown – Interim Project Administrator
	Ms. Teresa Stewart – School Committee member	A	Chase Terrio – Senior Project Manager		Norwood Community Media
A	Mr. Tony Mazzucco – Building Committee	A	Diane Guenther – Project Coordinator	A	Charisse Taylor – Norwood Public Schools
A	Mr. David Hiltz – School Committee Member	A	Anissa Ellis – Project Manager	A	Jason Adams, - Norwood Finance

Distribution: MSBC members and other Attendees (A or P);

1. Opening Remarks

Mr. Slater welcomed everyone to the August 15, 2022 Middle School Building Committee Meeting. Mr. Slater noted that this meeting is taking place in the Finance Committee room at Town Hall (room 24) and via Zoom. Mr. Slater noted there is a quorum present.

2. Approval of Minutes from July 18, 2022

Mr. Slater asked for a motion to approve the minutes from the July 11, 2022 meeting.

MOTION: by Mr. Donnelly to approve the previous minutes

SECOND: by Mr. Riccardi

VOTE: Roll Call – 8 – 0 – 0

3. Approval of Vendor Invoice Package

Mr. Slater put the package on the screen for the committee to view. Mr. Terrio noted the total invoices are \$1,403,030.09.

Ms. Carney requested copies of signed invoices for the Town Accounting department. Alan Slater to sign all approved invoices.

MOTION: by Mr. Riccardi to approve the Vendor Invoice Package

SECOND: by Mr. Donnelly.

Mr. Slater asks for further discussion. There is none.

VOTE: Roll Call - Unanimous vote to approve. 8 – 0 – 0

4. Approve Contract Amendment for IDS Automation

Mr. Terrio noted the amendment is per the recommendation of the board. The contract does not include the post-occupancy costs. Total contract amendment is for \$96,800.

Ms. Carney asked if there needs to be an amendment to the purchase order. Mr. Jarvis noted this will be an amendment to the contract. IDS will supply bills through Compass Project Management.

MOTION: Mr. Donnelly to approve the contract amendment

SECOND: by Mr. Riccardi

No further discussion

VOTE: Roll Call - Unanimous vote to approve. 8 – 0 – 0

5. Approve the Construction Manager at Risk Selection

Mr. Slater asked Compass to provide a summary of the process.

Mr. Terrio provided a summary of the process. The CM's started with providing Qualifications packages, they were narrowed down to five CMs to provide a Proposal. Four CM's provided proposals and participated in interviews. The Selection Committee ranked all the final CMs through the qualifications, proposals, and interviews. The committee then agreed to recommend WT Rich as the CM for the project.

Mr. Terrio noted this is an award for preconstruction services only and there is still an opportunity for final negotiations prior to signing a construction contract.

Mr. Donnelly asked how closely the CM will work with the neighborhood to minimize impact during construction.

Mr. Jarvis noted mitigation is something Compass will help with as well. The CM will be very involved and from an earlier point than a GC would be.

Mr. Slater thanked the selection committee for all their work throughout the process.

MOTION: Mr. Donnelly to approve the recommended construction manager at risk

SECOND: by Mr. Riccardi

No further discussion

VOTE: Roll Call - Unanimous vote to approve. 8 – 0 – 0

6. Project Update on Design Development

Mr. Thibeault provided an update on the Design Development. The MSBA package was submitted July 23. The team received formal comments back today and Ai3 and Compass will review and address comments and then design development is complete.

Mr. Jarvis requested certified copy of the minutes from the value engineering meeting, Mr. Slater will coordinate.

Mr. Thibeault continued stating we are now in Construction Document phase and the first estimating set will be sent out for estimating September 21, 2022. The construction document will be ready for submission on November 4, 2022, and this process will be very similar to the DD process. Final drawings are on schedule to be complete in March 2023.

Mr. Slater asked what role WT Rich will play in the 60% CD estimate.

Mr. Thibeault stated WT Rich will provide an estimate and input on the drawings, they will review phasing as well.

Mr. Jarvis noted that WT Rich will provide input on constructability and market conditions. He also noted we will start the permitting and WT Rich will help with Prequalifying subcontractors toward the end of this year.

Mr. Riccardi asked about the parking lot for the buses and if they need to be relocated in spring 2023.

Mr. Thibeault noted we will need that space starting in June 2023 and this will need to be coordinated with WT Rich. Mr. Jarvis noted this will be part of the logistics plans WT Rich will provide.

Mr. Terrio noted that the MSBC is generally the second Monday, and this may pose an issue for October because that is Columbus Day. At the next meeting we will need to firm up the date for the October Meeting, he suggested October 17 instead. This aligns better with Value Engineering efforts and receipt of estimates.

Mr. Alan asked for any further comments. There are none.

MOTION: Mr. Donnelly to adjourn the meeting

SECOND: by Mr. Riccardi and Ms. Carney

VOTE: Roll Call - Unanimous vote to adjourn. 7 – 0 – 0

Respectfully submitted,

Anissa Ellis
Project Manager
Compass Project Management

Attachments:

Ai3 Presentation dated 08-15-2022