

Coakley Middle School Building Committee

**Coakley Middle School Building Committee (MSBC) Meeting
Hosted in the FinCom Room at Norwood Town Hall
April 24, 2023 – 5:00 p.m.**

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

	MSBC Voting members		Vertex (VTX)		WT Rich Construction (WTR)
A	Mr. Slater – Chair	A	Tim Bonfatti – Principal	A	Jon Rich
A	Mr. Matt Lane - Selectman	A	Chase Terrio – Senior Project Manager	A	Bethany King
A	Mr. Paul Riccardi– Director of Town-wide Facilities		Diane Guenther – Project Coordinator		Tim Farrell
	Ms. Cathy Carney, MCPPO - Purchasing		Anissa Ellis – Project Manager		Steve Koutalakis
A	Mr. Bob Donnelly - Selectman				Johnny Rich
A	Dr. David Thomson - Superintendent				Alex Corbett
	Ms. Teresa Stewart – School Committee member			A	Harvey Eskenas
A	Mr. Tony Mazzucco – Town Manager		Ai3 Architects (Ai3)		Public Attendees:
	Mr. David Hiltz – School Committee Member		James Jordan - Principal		Dana Brown – Interim Project Administrator
A	Ms. Diane Ferreira – Principal of Balch Elementary School		Justin Thibeault – Sr. Associate	A	Norwood Community Media
	Dr. Ms. Fraczek – Principal of Coakley Middle School		Kristen Kendall - Architect		Charisse Taylor – Norwood Public Schools
A	Mr. Gary Pelletier – Building Inspector	A	Darren Sawyer - Principal		Jason Adams, - Norwood Finance
				A	Rick Morrison

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

Meeting is called to order at 5:00 PM

1. Opening Remarks

Mr. Slater welcomed everyone to the April 24, 2023, Middle School Building Committee Meeting in the Fincom room at the Norwood Town Hall. He noted there is a quorum present.

2. Approval of Minutes from March 20, 2023:

Mr. Slater asked for a motion to approve the minutes from the March 20, 2023, meeting.

MOTION: by Mr. Riccardi to approve the previous minutes from the March 20, 2023, meeting.

SECOND: by Mr. Donnelly

VOTE: Unanimous vote, 8-0-0

3. Approval of Vendor Invoice Package

Mr. Slater requested approval of the Vendor Invoice Package for March 2023.

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

SECOND: by Mr. Riccardi

VOTE: Unanimous vote to approve. 8-0-0

4. Project Update: Overview of Project Bidding and Schedule Milestones:

Mr. Slater turned the floor over to Mr. Terrio to review project status.

Mr. Terrio stated the project bidding started in March and there have been a couple of bid date extensions since then. Bids were received on April 19, 2023. The key takeaway is that the project schedule is on track and the next important date is the May 22, 2023 meeting to present the GMP for approval. Also WT Rich will mobilize on site on June 1, 2023. Mr. Terrio noted the project team walked the site with Ms. Fraczek last week to finalize mobilization details with her.

Mr. Riccardi stated that someone was going to go get in touch with Mark Ryan about the irrigation system after that site meeting. Mr. Ryan has not heard from anyone.

Mr. Terrio stated someone will reach out to him.

Mr. Terrio also stated the Groundbreaking is still scheduled for June 13, 2023, and details are being worked out.

Mr. Rich presented a budget summary slide and stated he has good news. He noted the numbers he is presenting are just costs of work and do not include any soft costs (overhead, insurance, etc.). He continued stating the early package cost of work was already awarded and yielded a savings of almost \$1.2 million. The trade bids, also referred to as the Filed Sub Bids, had a control budget of \$50.9 million and the actual bids received were \$47.2 million, which is a savings of just under \$3.7 million. He stated there is still a small amount of risk with these bids because bidders can withdraw their numbers if they feel they have made a mathematical error. He stated Electrical, HVAC, and Plumbing bids were very low. He stated the non-trade bids are showing a smaller savings, but they expect that savings number to increase. They have received approximately 60% of non-trade bids. He explained that after WT Rich receives the bids they go through a “de-scope” meeting with each contractor to ensure they have the entire scope covered in their bids.

Mr. Bonfatti asked if the budget numbers presented reflect all the trades.

Mr. Rich stated they have at least one bid in every major category and the budget reflects that.

Mr. Eskenas stated he is carrying some control budget numbers in this estimate, but only for smaller scopes such as fencing and overhead doors, which are all under \$100,000. The team has been working on the large bid packages as priorities.

Mr. Rich stated they have not descoped many bidders yet because it’s an intensive process and it will go right up to the GMP and beyond. There may also be some smaller scopes that are bought out after the GMP.

Mr. Rich presented the trade bid results by category on the next slide. he noted the slide includes the control number and the actual bid amount. He stated if we took the second-place bids in each category the project would be \$2million over the control budget, so there is a significant spread in the bids. Mr. Rich also noted that the low bidder for plumbing was a company called Harold Bros. and they were hesitant about their number so for the purposes of this presentation WT Rich is showing the next bidder to be conservative. He also stated he believes Harold Bros. will honor their bid, but the team has the cost covered on the off chance they do not.

Mr. Rich also stated the total of all four alternates is \$1.2 million and no selection of alternates will change who the low bidder is. So even if alternates are accepted out of order it does not affect who is the low bidder.

Mr. Slater stated the overall savings based on this analysis is approximately \$5 million and we have \$1.2 million in potential alternate costs. He asked how comfortable WT rich is with the low bidders and if the anticipate any bidders dropping out.

Mr. Rich stated he is very comfortable saying the savings will be \$4 million or higher and the alternates can be accepted. The MSBC will have the money for the alternates and still have a savings.

Mr. Bonfatti stated the team will be asking for approval on two of the bids tonight.

Mr. Rich confirmed. He then presented the alternate slide to show the breakdown of costs per alternate. He noted that there are some aspects of the concession stand that are non-trade bidder scopes so

those have not yet been bought out. So, the alternate cost for the concession stand is an estimate at this time and until the trades are bought out.

Mr. Riccardi asked what the square footage cost of the concession stand is.

Mr. Rich stated the building is about \$1,000 per square foot.

Mr. Riccardi asked why it is so expensive.

Mr. Rich stated one piece is the electrical work, it's \$145,000 with a big service run to the building. He also noted the second bidders price was over \$200,000 for the same work.

Mr. Eskenas ran through the trade bid alternate costs per trade.

Mr. Rich stated the overall building is going for \$650 per sq. ft. for a large building and \$1,000 per sq. ft is a little high but it's a small building and they always tend to cost more.

Mr. Morrison asked for a floor plan or a design plan for the concession stand if it has been shared with the public.

Mr. Rich stated there is a plan and it has been shared.

Mr. Morrison requested copies of the plans to share with youth sports. He also feels it's a very high cost for a small building and asks if there is a plan maybe it can be whittled down to more basic needs if it's too expensive for the project.

Mr. Bonfatti stated the Town can afford the building based on these bids. He also noted there is never a good explanation for why the small buildings cost so much more but they are designed to last forever and they are designed match the school architecturally in some form. He stated it will not be thrown out and he does not believe you will get better pricing by bidding it separately from the project.

Mr. Slater stated the Town is also looking at doing food trucks instead of the concession stand.

Mr. Rick Morrison stated 50% of the fundraising for the youth teams came from the concession stand, that would be a huge loss if the food truck was involved.

Mr. Slater stated the food truck profits would go to the entity hosting the event, whether is soccer, lacrosse, or a town even on the commons.

Mr. Donnelly suggested reaching out to Mr. Mazzucco to discuss the food trucks idea with the sports teams so they can weigh in.

Mr. Lane stated that the reason the town was exploring the food trucks was because the MSBC thought they couldn't afford the concession stand, but now we can afford it so it seems like that might be the way to go.

Mr. Bonfatti stated acceptance of the alternate does not need to be decided tonight, but the MSBC does need to decide on awarding the Electrical and HVAC contracts tonight. If they are awarded with the alternates and then at the next meeting the MSBC does not approve the alternate, he believes those subs would give back the full credit. So, we are not looking for an answer on the alternate, but if we thought it was going to approved it would be better to award with the alternate now to the HVAC and Electrical contractors.

Mr. Riccardi stated this project is putting youth sports through hell for the next two years and we made a commitment that if we could afford the concession stand, we would do it. He thinks we should approve all four alternates tonight and move on.

Mr. Slater stated there is another month before we need to make a final decision and Mr. Mazzucco wants to make a presentation on the food trucks. He believes that will happen next month. However he will defer to the committee and what they decide.

Mr. Rich stated tonight we want to award the Electrical and HVAC and we need to let them know as part of the award if we are also awarding the alternates. And as Mr. Bonfatti stated, if we do not pursue the alternates now and do it later in the project those subs are no longer bound by the price they submitted and they could (and most likely will) increase their price.

Mr. Bonfatti stated in Westwood the team is awarding the alternates now instead of at the time of bidding and they are all about 15-20% more than they were at bid time.

Mr. Riccardi stated if we vote all the alternates in tonight and we decide not to pursue them next month we won't get all the money back but it will be less than having an increase by adding them in the future.

Mr. Slater asked how long we have to make a decision.

Mr. Bonfatti stated we only have to make a decision on those two trades, so we have a month to debate the alternates.

Mr. Rich stated tonight you only have to decide on HVAC and Electrical but it needs to be with or without the alternate included. If next month the alternates are not approved right off the bat the credit for the alternate will be less 10% because of the subs Overhead & Profit. That is the risk taken. Mr. Thomson supports approving this with alternates. Because the food truck can still serve town wide events and football. The concession stand is replacing something that was there to begin with and the MSBC committed to replacing it. He also noted the money is there. Mr. Slater stated he believes it makes sense to lock the prices in today.

MOTION: by Mr. Thomson to authorize Alan Slater to sign and execute W.T. Rich Request to Award No. 1 on behalf of the Norwood Middle School Building Committee with Concession Stand Alternate to the Contractors and for the values defined in the table above.

SECOND: by Ms. Ferreira

Mr. Slater clarified stating that at the next meeting in May Mr. Mazzucco will make a presentation on the food trucks and the alternate approval could potentially be overturned.

VOTE: Unanimous vote to approve. 8-0-0

5. Approval of Vertex Amendment:

Mr. Terrio stated Vertex is recommending approval of Vertex Amendment #4 for the Third-Party Construction Testing & Monitoring. Vertex solicited proposals from four firms and received proposals from three firms. The project budget for testing is \$300,000 and Intertek PSI came in just under budget. Mr. Slater asked if Mr. Terrio is comfortable with Intertek PSI as the firm. Mr. Terrio confirmed stating they have worked with us on multiple other projects.

MOTION: by Mr. Donnelly made a motion to approve Vertex Amendment 04 to secure Intertek PSI as the independent third-party construction testing consultant for the project.

SECOND: by Mr. Lane

VOTE: Unanimous vote to approve. 8 – 0 – 0

6. Public Comment & Discussion:

Mr. Terrio stated there has not been any correspondence through the project email and the website is being updated regularly.

Mr. Donnelly asked what kind of outreach the project team will be doing once WT Rich mobilizes in June.

Mr. Terrio stated the team has a pre-existing conditions survey in the works to address all the abutters, which includes approximately 30 properties.

Mr. Riccardi stated it might be a good time to get on Norwood Community Access TV because the whole community is affected by loss of the athletic fields, not just the abutters. It might make sense to have an interview to explain what will happen starting June first.

Mr. Bonfatti asked if that has ever happened before? He thinks maybe Ai3 could do a presentation on the project.

Mr. Donnelly stated there might be an opportunity to address the project at the upcoming Town Meeting in June.

Mr. Terrio stated the team is happy to do that.

Mr. Slater will speak to the moderator and see what she thinks.

Mr. Morrison asked if Paul had addressed the irrigation.

Mr. Terrio stated he had mentioned it and the team will coordinate with Mark Ryan.

7. **Adjourn:**

Mr. Slater asked for a motion to adjourn.

MOTION: by Mr. Donnelly to adjourn.

SECOND: by Mr. Lane

VOTE: Unanimous 8-0-0

Respectfully submitted,

Anissa Ellis
Project Manager
Compass Project Management

Attachments: Vertex Powerpoint Presentation
Vendor Invoice Package
Vertex Amendment #04