

Coakley Middle School Building Committee

Coakley Middle School Building Committee (MSBC) Meeting Hosted at the Savage Center and Via Zoom August 21, 2023 – 5:00 p.m.

Attendees: (A= attended meeting; P= attended partial meeting; V= Virtual Attendance)

	MSBC Voting members		Vertex (VTX)		WT Rich Construction (WTR)
A	Mr. Slater – Chair	A	Tim Bonfatti – Principal		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
A	Mr. Jason Adams - Procurement		Anissa Ellis – Project Manager		Steve Koutalakis
A	Mr. Bob Donnelly - Selectman				Johnny Rich
A	Dr. David Thomson - Superintendent				Alex Corbett
V P	Ms. Teresa Stewart – School Committee member			A	Harvey Eskenas
	Mr. Tony Mazzucco – Town Manager		Ai3 Architects (Ai3)		Public Attendees:
V P	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		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 August 21, 2023, Middle School Building Committee Meeting. Today’s meeting is taking place at the Savage Center in room #219. He noted the team attempted to have biweekly meetings at Town Hall to provide information to the public, however that was not working so they will now do that the start of the MSBC Meetings. He then opened the public forum to people attending in person.

Mr. Morrison stated he has some more questions about moving the concession stand. He provided a handout to the committee. He noted the original plan was to move it toward Field #1. He asked if the building is moved closer to Field #1, how far is it from the actual field? He asks because the Dick Joseph memorial was traditionally next to the old concession stand, and he wants to know if there is room to relocating the memorial and install it next to the new concession stand?

Mr. Slater stated the team will take a look and get back to him with a response.

2. Approval of Minutes from July 10, 2023:

Mr. Slater asked for a motion to approve the minutes from the June 10, 2023, meeting.

MOTION: by Mr. Donnelly to approve the previous minutes from the July 10, 2023, meeting.

SECOND: by Mr. Lane.

VOTE: Roll Call Vote Unanimous vote, 7-0-1 Mr. Thompson Abstains.

3. Approval of Vendor Invoice Package

Mr. Slater requested approval of the Vendor Invoice Package for July 2023 for \$1,975,126.18.

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

SECOND: by Mr. Riccardi

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

Mr. Hiltz, attending via zoom, voiced his frustration about the poor sound quality stating he is unable to hear the people in the room. He also stated that without participation from the zoom participants the MSBC doesn't have a quorum.

Mr. Slater apologized for the poor sound and stated the team is working trying to fix it. He also stated there is a quorum in the room.

MOTION: by Mr. Riccardi to postpone the vote on meeting start times until the next meeting.

SECOND: by Mr. Thompson.

VOTE: Roll call vote unanimous 8-0-0

4. Project Update: Overview of Project Schedule Milestones:

Ms. King stated the team has been working on relocated the field lighting and fencing over the last month and half and that work is now complete. The fields have been turned back over to the Town. She also noted the ground improvement work is complete for the building footprint in building C. The building footing excavation and foundation is ongoing and will proceed for the next 2 months. After the foundations are complete the underground electrical and plumbing infrastructure will begin; and then steel work will begin. She also noted the temporary parking lot at the front of the building is complete and the remaining tree removal will be completed this week. The team will then move into logistics configuration #3 for the start of the school year and all construction work will be contained within the site fencing.

Ms. King noted there is also a logistics traffic plan for the schools in the packet.

Mr. Terrio noted that this plan shows the traffic patterns for back to school including student drop off and bussing routes on the campus. He noted the only real change is the bussing route which is one way across the front of the building.

Mr. Thomson noted this plan was already sent to parents as well.

Mr. Riccardi noted that the Coakley is the last pick up/drop off of the day, so the busses won't be existing the parking lots once students are dropped off at school.

5. Budget Update:

Mr. Terrio stated the team has the first change order to present tonight. He provided an update on the approved PFA budget, the current GMP value, and the delta between the two. He stated they will provide an update monthly in this or a similar format.

Mr. Terrio stated the next item is an Ai3 Amendment to provide an independent estimate for the Loading Dock estimate because it is such a large value change order and to compare scope to the WT Rich scope. The total for this amendment is \$2,090 and he is requesting the committee approve the amendment this evening.

Mr. Slater asked if their responsibility was to review the proposed change order and if so he requested a summary of those findings.

Mr. Terrio stated the third-party estimate was very close to what WT Rich had proposed as well. They had very similar values and scopes.

Mr. Bonfatti stated Vertex has some comments in to WT Rich on the proposed change order, but it will not significantly impact the total change order cost. The committee can vote to approve the change order on a "not to exceed" basis for the amount proposed today while the team works through the minor changes.

Mr. Slater stated he would first like to vote on the Ai3 amendment.

MOTION: by Mr. Donnelly to approve the Ai3 Amendment in the amount of \$2,090.

SECOND: by Mr. Thomson.

VOTE: Vote Unanimous 8-0-0

Mr. Slater the next big item Change Order one which includes the cost for the Loading Docks.

Mr. Terrio stated there are several Proposal Requests (PR's) that make up the total loading dock change order. He presented a slide with a list of PR's and when they are added together it totals \$665,610 for the loading docks. This is compared to the independent estimate total of \$656,214 which is a very close number and is reassuring to know our scopes are equivalent. Mr. Terrio went on to review all the PR's included in the loading dock change order including site work, electrical, concrete and rebar, ground improvements, and landscaping.

He went on to note that there are a couple of other items included in the first change order. One is the high voltage switch which is a result of scope coordination with Norwood Light and the Electrical contractor. Another one is the kitchen equipment modifications which came out of the scope review with the vendor which resulted in a savings. The last is for the gym equipment controls that were not shown on the plans. The total for change order one, including all of these proposals and the loading dock, is \$682,758.

Mr. Lane asked if the some of the configuration changes for the loading dock, specifically drainage, are included in the change order.

Mr. Terrio stated it is included as part of the site package; the design revision included drainage changes.

Mr. Sawyer noted that PR #10 was just the ground improvements (rammed aggregate piers) to support the loading dock at Zone C. Everything else is under PCO #2 including site, drainage, concrete, rails, stairs, etc.

Ms. Ferreira asked where the loading docks are located on the building.

Ms. King stated one at either end of the building, she noted Mr. Riccardi weighed in on the locations and one is next to the cafeteria on the first floor.

MOTION: by Mr. Donnelly to approve change order #01 for \$682,758.

SECOND: by Mr. Lane.

VOTE: Vote Unanimous 8-0-0

6. **New Business:**

Mr. Slater noted the meeting start time discussion is postponed until next week. He asked for any new business.

Mr. Donnelly asked about pest control measures for when the existing building is demolished. He is concerned that the pests will be displaced during demolition releasing them into adjacent neighborhoods.

Mr. Eskenas stated that WT Rich owns pest control as part of the contract, and they will contract with someone to monitor that once demolition begins.

Ms. King stated it is ongoing maintenance of the traps as well. Not just a one-time setting of traps.

Mr. Lane stated that Mr. Slater may want to note that the fireworks for this year have been cancelled due to the project.

Mr. Slater stated that was discussed previously and the decision was finally made after consulting with public safety and town officials.

7. **Adjourn:**

Mr. Slater asked for a motion to adjourn.

MOTION: by Mr. Thomson to adjourn.

SECOND: by Mr. Donnelly.

VOTE: Unanimous 8-0-0

Respectfully submitted,

Anissa Ellis
Project Manager
Compass Project Management

Attachments: Vertex Powerpoint Presentation
Vendor Invoice Package