

Coakley Middle School Building Committee

Coakley Middle School Building Committee (MSBC) Meeting Hosted at the Savage Center and Via Zoom September 11, 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
	Mr. Bob Donnelly - Selectman				Johnny Rich
A	Dr. David Thomson - Superintendent				Alex Corbett
A	Ms. Teresa Stewart – School Committee member			A	Harvey Eskenas
	Mr. Tony Mazzucco – Town Manager		Ai3 Architects (Ai3)		Public Attendees:
A	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	A	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 September 11, 2023, Middle School Building Committee Meeting. Today's meeting is taking place at the Savage Center in room #219.

2. Public Comments:

Mr. Slater opened the meeting to public comments from attendees in the room and online. Mr. Morrison started by thanking the team for getting the lights at the lower fields turned on and expedited. He stated he spoke at the last meeting about the concession stand and is requesting an onsite meeting with representatives from Soccer, Girls Lacrosse, and Football to review the requirements for the concession stand and storage trailers.

Mr. Slater asked Mr. Terrio to coordinate participants and set up a meeting and he requested Mr. Morrison send contact information to Mr. Terrio.

There are no further comments.

3. Approval of Past Minutes:

Mr. Slater requested approval of the minutes from the August 21, 2023, meeting.

MOTION: by Mr. Lane to approve the previous minutes from the August 21, 2023, meeting.

SECOND: by Mr. Riccardi

VOTE: Unanimous vote, 7-0-2; Ms. Stewart and Mr. Hiltz abstain.

Mr. Slater requested a motion to approve the Vendor Invoice Package for August.

MOTION: by Mr. Lane to approve vendor invoice package for August.

SECOND: by Mr. Thomson

VOTE: Unanimous vote, 9-0-0;

4. Project Update:

Mr. Terrio started by showing some progress photos on the projection screen. He noted the site work is ongoing and foundations are well underway. He noted that in Area B, which is the center of the building, footings and formwork are being installed. He noted the under-slab vapor barrier is also being installed along foundation walls. He stated that third party inspections are ongoing as well.

Mr. Terrio stated that the team has implemented the logistics plan for Phase 3 “back to school.”

Ms. Fraczek stated everything is going well so far.

Mr. Terrio stated the WT Rich team is on schedule with site and foundation work and this work will continue between now and the next meeting. He stated some other key activities starting are the under slab work for the electrical rooms and the grease trap outside the building is being installed ahead of the footings in Area A.

Mr. Slater requested a site visit in the future for the MSBC once steel starts next month.

Mr. Lane asked if all the rain we had this summer affected the schedule?

Ms. King stated the team has made up any lost time and they were able to manage the rain.

Mr. Terrio stated there was no delay to the critical path.

5. Project Budget Review:

Mr. Terrio provided a slide with a budget update noting that last month the first change order for \$682,758.00 was approved. He noted that there are no change orders to review tonight. He also stated the slide being shown will be updated monthly to provide a snapshot of the budget at each meeting. He stated the key number this month is the pending PCO costs, those are items that are being reviewed by the design team and OPM. He also noted that if all of those PCO’s are approved, there is still a healthy contingency for the project.

The next slide summarized the open items that are pending, nothing is ready for a vote this evening.

Mr. Terrio started reviewing the open PCO’s:

PCO #5 is to streamline some of the underground utilities and has been reviewed with the Norwood DPW.

PCO #08 is a cost for added screening along bus parking area. This was a request by the MSBC.

PCO #13 is for some brick shelf details that were coordinated with WT Rich

PCO #14 is for some unforeseen soils that was removed because it was not satisfactory for foundation placements.

PCO #16 is for the athletic lighting, there is no cost for this change yet.

Ms. King stated this PCO is for not providing some conduit and they are waiting on final pricing but it should be a credit.

PCO #17 is the site modifications to try and save the trees along the existing little league field.

Mr. Slater asked if there was going to be a credit for the change to save the little league trees?

Mr. Terrio stated these numbers are not final. He noted that once the pricing comes in Vertex, Ai3 and their consultants, review the pricing prior to recommending any approvals.

Mr. Riccardi asked if there is a way to show what the cost for the original work is and not just the upcharge?

Ms. King stated the subcontractors are required to show the original cost, the new cost, and the delta between the two. She noted that the landscaper has not yet submitted pricing for this change and that it has not yet been reviewed by the design team.

Mr. Slater stated the sketches seemed to show less work.

Ms. King stated there is some deleted scope but there is added work as well.

Mr. Terrio stated that is why these are not final numbers; they are still under review. This is just showing potential costs at this time.

Mr. Lane requested visual back up for the items being discussed to help the MSBC better understand the scopes of work being presented.

Mr. Terrio confirmed, he will do that next month.

Mr. Slater stated that they received a letter from the MSBA stating the legislature voted \$100 million for MSBA projects that were approved during a certain time period due to the prices of the projects increasing significantly during that time period. He stated that the MSBA has sent information on how to apply for those funds, but there is no guarantee that the project will receive any of the funds.

Ms. Stewart wants to recognize John Rogers because he advocated for that bill and that money.

Mr. Slater stated absolutely.

Mr. Slater asked for anything further on budget or change orders? There are no further comments.

6. Meeting Start Time Change:

Mr. Slater asked if the committee has any thoughts on changing the start time of the meetings?

Mr. Hiltz asked why this is being discussed now?

Mr. Riccardi stated he brought it up because there are a lot of people sitting around the table right now who start their day at 6am and would benefit from starting the meeting an hour earlier so they don't have 12-13 hours days.

Mr. Hiltz stated that there are also a lot of people who work in schools and 4pm is not always convenient for them either. He stated he understands Mr. Riccardi's point as well.

Ms. Stewart asked for the meeting schedule for the next few months.

Mr. Terrio stated meetings are proposed for the second Monday of each month.

Ms. Stewart stated that would be October 9, but that is a holiday and November 13 is also Town Meeting.

Mr. Slater asked if October 16 works for the group and if November 20, and December 11 work as well. The MSBC agrees.

Mr. Slater asked for any further discussion on start time or for a motion.

Mr. Pelletier asked if 4:30 would be an acceptable compromise?

The MSBC confirmed.

MOTION: by Mr. Lane to adjust the MSBC meeting start time to 4:30pm for the foreseeable future.

SECOND: by Ms. Stewart.

VOTE: Unanimous 9-0-0

7. Items not reasonable anticipated:

Mr. Slater asked Mr. Terrio for any new business.

Mr. Terrio noted the project email address is open and the website is up to date.

8. **Adjournment:**

MOTION: by Ms. Ferreira

SECOND: by Mr. Lane.

VOTE: Unanimous 9-0-0

Respectfully submitted,

Anissa Ellis
Project Manager
Compass Project Management

Attachments: Vertex Powerpoint Presentation
Vendor Invoice Package