

Coakley Middle School Building Committee

Coakley Middle School Building Committee (MSBC) Meeting Hosted at the Savage Center and Via Zoom November 20, 2023 – 4:30 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		Anissa Ellis – Project Manager		Tim Farrell
A	Mr. Jason Adams - Procurement				Steve Koutalakis
A	Mr. Bob Donnelly - Selectman				Johnny Rich
A	Dr. David Thomson - Superintendent				Alex Corbett
A	Ms. Teresa Stewart – School Committee member				Harvey Eskenas
A	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
	Ms. Diane Ferreira – Principal of Balch Elementary School	A	Lucas Armstrong - Architect		Norwood Community Media
A	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	X	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 November 20, 2023, Middle School Building Committee Meeting. Today's meeting is taking place at the Savage Center in room #219 and via Zoom.

2. Public Comments:

Mr. Slater opened the meeting to public comments.

Mr. Morrison stated that several weeks ago there was an on-site meeting about the concession stand and he had a set of plans showing the concession stand facing the parking area which he sees as a safety issue. He stated the concession stand window was relocated to face a different direction in a subsequent meeting, however he was working off an old plan at the on-site meeting and failed to mention this issue and would like to revisit it today. He stated there are a lot of advantages having the concession stand window facing the existing two fields and not the new turf field. He noted he reviewed this with the Recreation Department and they also prefer the window to face the existing two fields because those are the busiest two fields. He hopes the team can revisit the orientation of the concession stand.

Motion Mr. Riccardi makes a motion to have Mr. Morrison and Mr. Sawyer have a conversation about the concession stand and work out the orientation of the building and the storage sheds.

Second by Mr. Hiltz.

Vote: Unanimous 11-0-0.

There are no further comments.

3. Approval of Past Minutes:

Mr. Slater requested approval of the minutes from the September 11, 2023, meeting.

MOTION: by Mr. Donnelly to approve the previous minutes from the September 11, 2023, meeting.

SECOND: by Mr. Riccardi

VOTE: Unanimous, 11-0-0.

4. Vendor Invoice Package:

Mr. Slater requested a motion to approve the Vendor Invoice Packages for September 2023 and October 2023.

MOTION: by Mr. Donnelly to approve vendor invoice packages for September 2023 and October 2023.

SECOND: by Mr. Hiltz

VOTE: Unanimous, 11-0-0.

5. Project Update:

Mr. Terrio provided some construction progress photos for the team to review. He noted that construction is moving in order of building C to B to A and the steel construction in Building C has commenced. He also provided photos of the new underground conduits in Building C that will feed the entire the building. The key milestones achieved over the last month include building foundation completion and structural steel mobilization. Upcoming activities include continuing structural steel erection in Building B, installation of steel decking and steel connections in Building C, and continuation of underground electrical conduit, domestic water piping, rain leaders, and sanitary drain line installation. The topping off ceremony is planned for December 20, 2023 at 11:00am, and the beam will be delivered to the project site prior to the ceremony. It will be available for community signatures; times and date will be coordinated by the project team.

Mr. Terrio stated MEP coordination is ongoing and a critical path activity. The progress is well underway and the Underground and Roof Penetration coordination drawings are complete. First floor slab penetrations are underway and will continue through all floors. He noted this is important to avoid disruptions in the field, he referenced an RFI that helped alleviate a conflict between the lighting and ceilings. He noted there is also a weekly meeting with the entire team to review on site progress and issues.

Mr. Terrio ran through a list of meetings that took place over the last month as well as upcoming meetings for the next month. Last month the team held weekly OAC meetings, a steel preconstruction meeting, commissioning kick off, and pre slab installation meeting. Going forward there will continue to be OAC meetings, PCO review meetings, and a fireproofing preconstruction meeting. He also noted we are currently coordinating with the Town IT Director on some technology demonstrations. After the new year we will start meeting with the user groups again to finalize the furniture and equipment scope packages and issue associated purchase orders.

Mr. Terrio provided a summary of construction administration over the last month. The geotechnical inspections for the project are complete, the third-party testing inspections for foundations are complete and inspections for steel are ongoing for steel. He also noted all the reports and inspections are tracked and saved in Procore. He stated there have been 549 submittals and 238 RFI's reviewed to date; and 20 PR's currently issued to date. He stated that the next step, since the project has been bid, is to solicit a Project Bid Amendment with the MSBA. The MSBA will then propose a final Project Funding Agreement which will include an adjustment to the Reimbursement rate which will include the additional

reimbursement through the state. He stated he does not currently have a date for when this will happen, but it is in process with the MSBA.

Mr. Terrio stated Reimbursement request #22 has been received, #23 is in process, and #24 will be submitted at the end of this week.

6. Project Budget Update Review & PCO Review & Approval:

Mr. Terrio stated the key update this month is that potential Change Order #2 yielded a small credit to the project contingency. He summarized potential change order #2 includes the following PCO's:

- PCO 05 PR-014 Underground Utility & Drainage Coordination \$(69,679.00)
- PCO 08 PR-05 Added Tree Screening at bus parking \$38,110.00
- PCO 13 PR-07 Brick Relieving Angle Revisions \$7,052.00
- PCO 16 Eliminate R & D Athletic Lighting conduit \$(6,847.00)
- PCO 18 RFI 113 - Foundation Drain Changes \$(1,388.00)
- PCO 19 ASI-007 Auditorium Ramp Adjustments \$1,965.00
- CM Contingency Buy Hold
- PCO 01 Early Package vs. Conformed Drawing Scope Delta \$25,680.54
- PCO 17 Alternative Design for LL Tree Preservation \$42,978.50
- Buy Hold Use \$(68,659.04)
- **Grand Total \$(30,787.00)**

Mr. Terrio noted PCO #5 was a team effort in finding a more efficient way to complete the utility and drainage work. He also noted the PCO's shaded in gray at the bottom of the slide (PCO's 1 and 17) will be funded through a construction cost hold, essentially the CM contingency based on the buyout savings of the project to date. This is done with the understanding that, if for some reason that cost were to be needed for true construction costs, we may in the future need to refund the contingency with WT Rich. We think that is highly unlikely but we have made an agreement with WT Rich to refund that contingency if needed. He stressed we do not anticipate that right now.

Mr. Terrio stated there was a request with the Little League as well the tree warden to try and save the trees abutting the little league field and the design team worked on reconfiguring that area to save those trees. The new plans reconfigure the parking lot and allow the trees to remain. He noted they did not lose any parking spaces. He also noted there are some trees added along the south side of the bus parking lot to provide screening in response to a public comment and request by the tree warden. These are both included in change order #2.

Mr. Riccardi asked if the trees around the bus parking are evergreens? And how tall they are?

Mr. Terrio confirmed they are evergreens and roughly 6' - 7' tall.

Mr. Riccardi asked what the estimate would be if we went with larger trees?

Mr. Terrio stated they would have to reprice it with the landscaper to get an estimate.

Ms. Stewart asked if this drawing is the old layout or the new layout.

Ms. King stated both the old and new are shown on the handout.

Mr. Terrio asked if they would like to consider alternatives.

Mr. Riccardi stated he thinks the bigger the better to start so we don't have to wait 5 years for privacy. If we can afford to install 12' trees we get to the maximum privacy a lot quicker.

Mr. Terrio stated the team has plenty of time to provide updating pricing for review.

Mr. Sawyer stated they can ask the landscape architect to update the sketch with larger trees for pricing.

Mr. Slater asked for a couple of different options.

Mr. Lane stated they can vote on the trees along the little league field.

Mr. Slater stated wondered what the cleanest way to do it would be since they are only approving part of the change order. He stated they can approve the change order without PCO #08.

Mr. Terrio stated the amended value without that PCO is a credit of \$68,897.

Mr. Slater they are removing PCO #08 so they can review more options in the future, they are not disapproving the PCO.

MOTION: by Mr. Donnelly to approve Change Order #02 in the credit amount of \$98,897.

SECOND: by Ms. Stewart

VOTE: Unanimous, 11-0-0;

Mr. Terrio noted they included the full PCO log in the attachment, he noted these are in progress and values may change in the future.

7. Vote Ai3 Amendments 5&6:

Mr. Terrio state amendment #5 is additional services to monitor the removal of the underground oil tank that went over the allowance value provided in the GMP.

MOTION: by Mr. Lane to approve Ai3 Amendment #5 for additional UST removal services for in the total amount of \$11,726.

SECOND: by Ms. Donnelly

VOTE: Unanimous, 11-0-0.

MOTION: by Mr. Lane to approve Ai3 Amendment #6 for additional Geotechnical services in the total amount of \$22,440.

SECOND: by Ms. Donnelly

VOTE: Unanimous, 11-0-0.

8. Other items/New Business:

Mr. Hiltz asked for dates for upcoming meetings noting that the December meeting is scheduled for 12/11/23. He also asked for the topping off ceremony information be circulated once finalized.

Mr. Slater stated he will send the information to Mr. Hiltz and he can distribute to school personnel. He also noted that they have not decided on future meeting dates at this time.

9. Adjournment:

MOTION: to adjourn made by Mr. Riccardi

SECOND: by Mr. Lane.

VOTE: Unanimous 11-0-0

Respectfully submitted,

Anissa Ellis
Project Manager
Compass Project Management

Attachments: Vertex Powerpoint Presentation
Vendor Invoice Package