

# Coakley Middle School Building Committee

## Coakley Middle School Building Committee (MSBC) Meeting Hosted at the Savage Center and Via Zoom January 8, 2024 – 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 (attending via Zoom)	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			A	Alex Corbett
	Ms. Teresa Stewart – School Committee member				Harvey Eskenas
	Mr. Tony Mazzucco – Town Manager		<b>Ai3 Architects (Ai3)</b>		<b>Public Attendees:</b>
A	Mr. David Hiltz – School Committee Member		James Jordan - Principal		Dana Brown – Interim Project Administrator
A	Ms. Diane Ferreira – Principal of Balch Elementary School	A	Lucas Armstrong - Architect		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	Daren Sawyer - Principal	A	Rick Morrison

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

### Meeting is called to order at 4:30 PM

**1. Opening Remarks**

Mr. Slater welcomed everyone to the January 8, 2024, Middle School Building Committee Meeting. Today's meeting is hybrid taking place at the Savage Center in room #217 and via Zoom.

**2. Public Comments:**

Mr. Slater opened the meeting to public comments. There are none.

**3. Approval of Past Minutes:**

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

**MOTION:** by Mr. Donnelly to approve the minutes from the December 11, 2023, meeting.

**SECOND:** by Mr. Riccardi

**VOTE:** Roll Call Vote is Unanimous, 8-0-0.

**4. Vendor Invoice Package:**

Mr. Slater requested a motion to approve the Vendor Invoice Package for December 2023.

**MOTION:** by Mr. Hiltz to approve vendor invoice package for December 2023.

**SECOND:** by Ms. Donnelly

**VOTE:** Roll Call vote is Unanimous, 8-0-0.

\*\* Dave Thomson joins the meeting\*\*

## 5. Project Update:

Mr. Terrio opened his PowerPoint presentation and showed a birds eye view photo of the site to demonstrate he progress over the last month. He noted steel is progressing nicely and the slab on deck work is proceeding across the building from Area C to Area A.

Mr. Slater asked if the weather set us back at all?

Ms. King stated we are still on track and it has not set us back.

Mr. Terrio stated there were a couple of weather issues due to the wind storm a few weeks ago and the team had to repair some of the building wrap but we are still on track. He continued with the photos and showed the underground water infiltration system and the rebar & mesh laid out for the slab on deck concrete pour.

Mr. Slater stated it's great we are keeping the stormwater on site because the Town is running into issues with stormwater in other areas.

Mr. Terrio continued stating the team is hitting the schedule milestones noting the structural steel install is almost complete and the Area C 2<sup>nd</sup> and 3<sup>rd</sup> floor slab on decks have been poured. The site utility work is continuing despite the winter weather. WT Rich has installed temp heat for the interior slab work. He noted the mason and misc. metals contractor will be starting elevator tower and stair installation next month.

Mr. Terrio provided a coordination update; he noted Area C 3<sup>rd</sup> and 4<sup>th</sup> floors are complete and Areas A and B are in progress. He then provided an example of a conflict that was resolved via coordination drawings. Some ductwork was shown to be below the finished ceiling and Ai3 was able to adjust the plan to have the ductwork fall within the ceilings. It's great to get this fixed before its an issue on site during installation.

Mr. Terrio provided a quick summary of meetings held in the last month including a successful topping off ceremony. He noted some key meetings that took place last month including a hands-on demo of the Clear touch panels with the technology department. The technology and FF&E meetings will start next month in preparation for procurement of materials.

Mr. Slater asked if there is a point when decisions need to be made on FF&E so we can procure materials.

Mr. Terrio stated we are about a year out and in about 6 months we want to make sure we have procured everything and the materials are in fabrication.

Mr. Terrio noted the team has a virtual site visit with the MSBA next week and also a student presentation for the current Coakley 8<sup>th</sup> grade students in January.

Ms. King noted the first student outreach is with the 8<sup>th</sup> grade STEM classes and will take place this January. The second semester STEM classes will have the same presentation in the spring and there will be separate presentations for the 6<sup>th</sup> and 7<sup>th</sup> grade students in spring as well.

Mr. Terrio noted the presentation is an overview of the roles of the different personnel on the site and how construction works. They will review how the process works for building a new school. Vertex, WT Rich, and Ai3 will all be taking part in the presentation. He thanked Margo Fraczek for coordinating and allowing us to make the presentation to the students.

Mr. Slater asked if we are also talking to Jack Tolman about the TV Room in the new school?

Mr. Terrio stated he is part of the user groups for technology and he will be part of the technology meetings starting next month.

Mr. Terrio continued stating construction administration is continuing. He noted 3<sup>rd</sup> party testing and engineering reviews for steel and concrete have been ongoing. WT Rich has been very responsive in addressing any issues that come up. He noted that Ai3 continues to review and return submittals and RFI's. He also stated the MSBA has not provided an update on the PFA bid amendment yet.

Mr. Terrio provided a budget update showing where we were last month and where we are this month. He noted we are requesting approval of Change Order #4 and he will run through that next.

He stated we are actively reviewing potential orders bi-weekly with the WT Rich team; those are shown under the forecasted line on the matrix.

Mr. Terrio ran through change order #4, the largest change is the adjustment for the infiltration basins. He noted those were moved due to ground water challenges and the size increased resulting in the added cost. The other two items include fire department connections in stairwells. Mr. Terrio noted the other items included on the slide are being applied to the buyout hold savings which will technically be a zero dollar change. If for some reason we run out of contingency they will become change orders. So, this month's change order is for \$70, 834.

**MOTION:** by Mr. Hiltz to approve Change Order #04 in the credit amount of \$70,834.

**SECOND:** by Mr. Donnelly.

**VOTE:** Role Call Vote Unanimous, 9-0-0;

**6. Ai3 Amendment:**

Mr. Terrio stated the next agenda item is the Ai3 Amendment #7. He stated this is for some unforeseen conditions relating to soils along the south access road. We had to secure additional supervision for the removal of those soils and this amendment is for those added services. The total request is a not to exceed amount of \$20,350.

**MOTION:** by Mr. Donnelly to approve Ai3 Amendment #7 not to exceed \$20,350.

**SECOND:** by Thomson

**VOTE:** Roll Call vote Unanimous, 9-0-0;

**7. New Business**

Mr. Slater asked for any comments or if anyone has any new business.

Mr. Donnelly asked if there is a time when there could be an on-site tour by the committee when the weather is better?

Ms. King stated we can coordinate that; she stated the spring is a good time because the building will be more enclosed.

**8. Adjournment:**

**MOTION:** to adjourn made by Mr. Thomson

**SECOND:** by Mr. Donnelly

**VOTE:** Unanimous 9-0-0

Respectfully submitted,

Anissa Ellis  
Project Manager  
Vertex

Attachments: Vertex Powerpoint Presentation  
Vendor Invoice Package