

Dr. Philip O. Coakley Middle School Project

Norwood Public Schools

Middle School Building Committee Meeting



Norwood
MASSACHUSETTS
02062

Meeting Agenda: May 13, 2024

1. Opening Remarks
2. Public Comments
3. Approve Minutes from April 8, 2024 Meeting
4. Approve Invoices from April 2024
5. Project Update: Overview of Project Schedule & Upcoming Activity
6. Project Budget Update
7. Vote: PCO review & approval
8. Other Items Not Reasonably Anticipated
9. Adjourn

Project Website: <https://newcmsproject.org/>

Project Email: cmsproject@norwoodma.gov



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Public Comment

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Vote to Approve Meeting Minutes: MSBC Meeting Minutes Dated April 8, 2024

Vote to Approve Vendor Invoice Package:

Norwood Coakley Middle School



Expenditures 4/30/2024

| Pd. For Appr. | Vendor | Inv no. | Invoice Date | LN | MSBA CODE | MSBA Desc | Town munis org/object | Town munis Desc | Invoice LN Amount | Total All Inv Lines |
|---|---------|---------------|--------------|----|-----------|----------------------------------|-----------------------|-----------------|-------------------|---------------------|
| 2024.04 Recommended for Payment in VIP | | | | | | | | | | |
| 2024.04 | Vertex | OPM 87-46 | 4/30/24 | 1 | 01020700 | OPM - Construct Contract Admin | 61015 581003 | OPM EXPENSE | 84,425.50 | : |
| 2024.04 | Vertex | OPM 87-46 | 4/30/24 | 2 | 06990000 | Other Project Costs | 61015 582005 | MISC CONS CO! | 4,400.00 | : |
| 2024.04 | Vertex | OPM 87-46 | 4/30/24 | 3 | 06020000 | Testing Services | 61015 582005 | MISC CONS CO! | 13,528.90 | 102,354.40 |
| 2024.04 | Ai3 | 0028E-2002.00 | 4/30/24 | S | 02039900 | A&E - Other Reimbursable Costs | 61015 581004 | ARCH/ENG | 1,935.00 | 1,935.00 |
| 2024.04 | Ai3 | 0038B-2002.00 | 4/30/24 | S | 02010700 | A&E - Construct Contract Admin | 61015 581004 | ARCH/ENG | 69,543.62 | 69,543.62 |
| 2024.04 | WT Rich | REQU 11 | 4/15/24 | 1 | 05020001 | Construction Budget (inclu ALTs) | 61015 582000 | BLDG CONSTR | 4,844,004.34 | : |
| 2024.04 | WT Rich | REQU 11 | 4/15/24 | 2 | 05080000 | Change Orders | 61015 582000 | BLDG CONSTR | 14,004.00 | 4,858,008.34 |
| <i>Total new invoices this month:</i> | | | | | | | | | 5,031,841.36 | 5,031,841.36 |

January 2024 Progress Photos



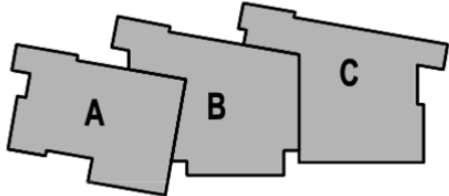
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Overhead of Project Site View 1/12/24



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February 2024 Progress Photos

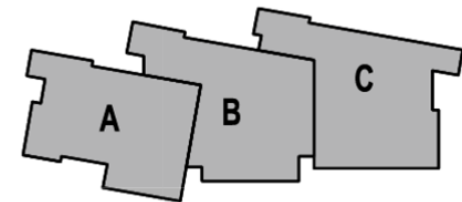


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Overhead of Project Site View 2/27/24 - North Elevation

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March 2024 Progress Photos



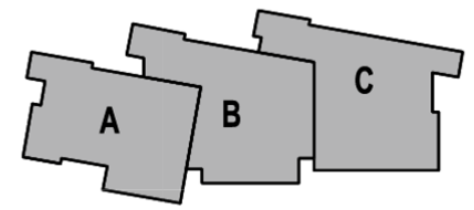
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Overhead of Project Site View 2/27/24 - North Elevation



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April 2024 Progress Photos

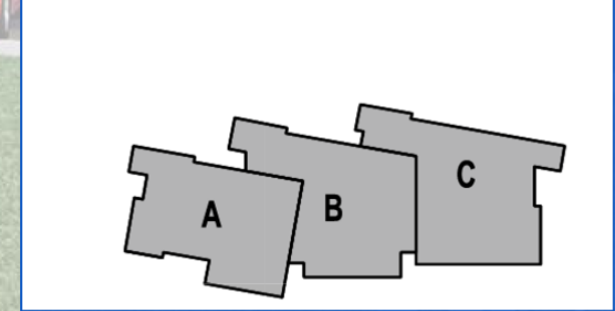


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Overhead of Project Site View 4/23/24 - North Elevation

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April 2024 Progress Photos



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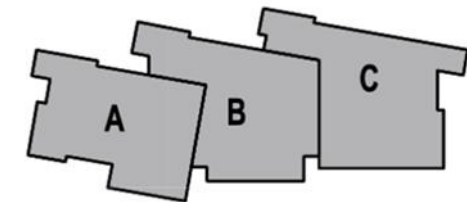
Frame exterior wall at Media Center/
Reading Room



Media Center/Reading Room 2nd Floor Area B



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April 2024 Progress Photos



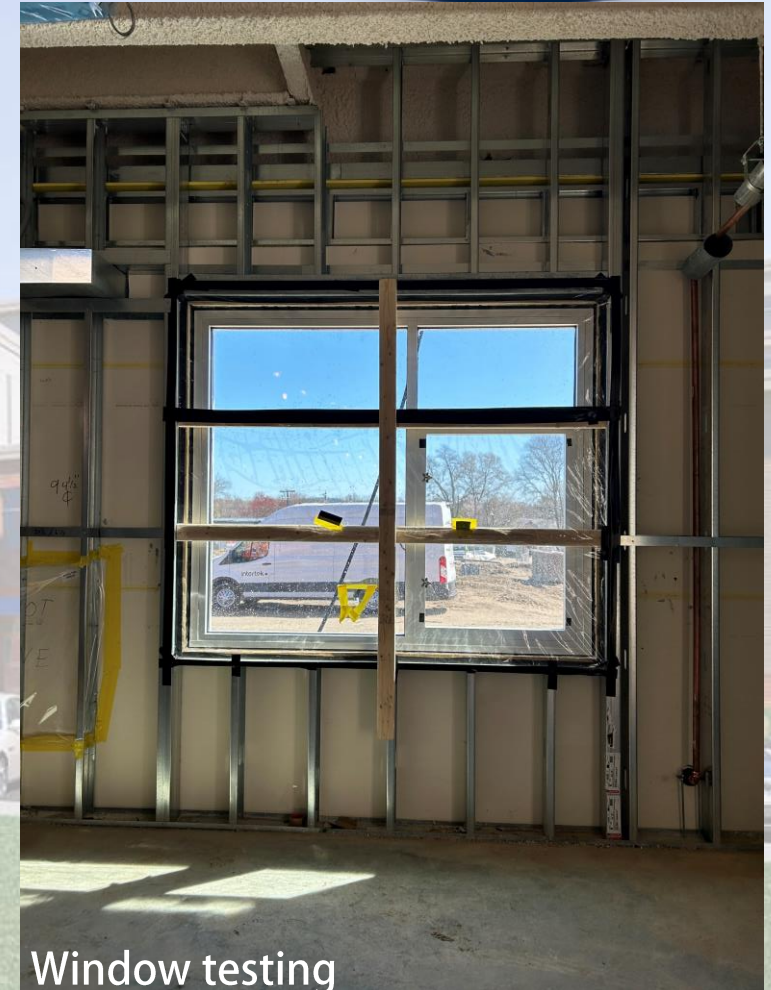
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AVB testing



Window testing



Window testing

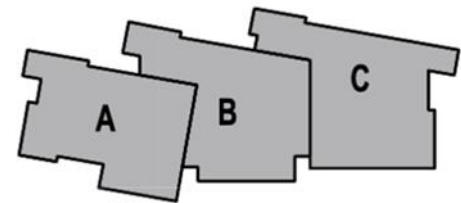
April 2024 Progress Photos



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Concrete placement in Auditorium



Installation of roofing material at Gym



Current Activity on Site:

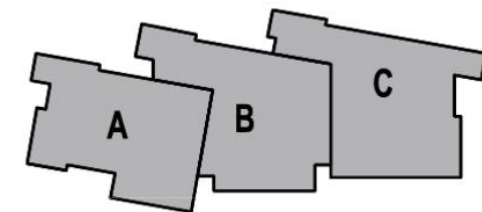
Key Milestones Achieved:

- Concrete placements for Area A, 2nd floor Slab on Deck and Ground Floor Slab on Grade.
- Hanging drywall has begun in Area C.
- In wall inspections received on 2nd & 3rd floor in Area C.

Upcoming/Ongoing Activities:

- Mechanical, electrical, plumbing, fire protection rough-ins continue in Area B and Area A.
- Exterior wall framing continues in Area B and Area A.
- Interior wall framing ongoing in Area C and Area B.
- Mason continued installing brick at east and north elevation of Area C.
- Installation of metal windows continues at all elevations of Area C.
- Preparing subgrade in Gym for concrete in early April.

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Furniture, Fixtures, & Equipment Update:



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FF&E Process:

- Mockup Classroom removed, furniture selections are complete and incorporated into updated budget
- Department heads reviewed all documents, furniture lists, equipment lists. Follow up meetings were completed as needed and all mark ups are incorporated into updated budget.
- **Updated budget shows FFE Over budget by \$190,162 based on all changes made over the past month.**
- **Team completed a final program review with Margo last month and updated the budget accordingly.**
- Final Presentation/School Department Sign off on FFE Lists June 2024
- Issue RFPs/Vendor Bidding September 2024
- Cut Purchase Orders November 2024
- Manufacturing Time: January 2025-June 2025
- FF&E Installation June 2025 (anticipate 6 weeks)

Furniture, Fixtures, & Equipment Matrix:



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| Equipment | 50.50 | | | | | | | | | | |
|-----------------------|-------|----------------|------|--------|--|--|--|--|--|--|-----------------|
| Science Equip | | \$9,943.00 | | | | | | | | | \$12,146.00 |
| Arts | | \$28,846.00 | | | | | | | | | \$27,671.00 |
| Music Furnishings | | \$57,721.00 | | | | | | | | | \$94,121.00 |
| Music Instruments | | \$10,125.00 | | | | | | | | | \$10,389.00 |
| Gym Equip | | \$101,710.00 | | | | | | | | | \$96,667.00 |
| Office Equip | | \$5,000.00 | | | | | | | | | \$5,000.00 |
| Life Skills Equip | | \$393.00 | | | | | | | | | \$0.00 |
| Therapy Equip | | \$1,230.00 | | | | | | | | | \$3,445.00 |
| Industrial Arts Equip | | \$5,600.00 | | | | | | | | | \$21,320.00 |
| A/V equip | | \$3,300.00 | | | | | | | | | \$3,300.00 |
| Medical Equipment | | \$16,123.00 | | | | | | | | | \$11,264.00 |
| Appliances | | \$4,200.00 | | | | | | | | | \$4,126.00 |
| Dining Equipment | | \$9,113.00 | \$ - | | | | | | | | \$8,978.00 |
| Custodial Equipment | | \$86,654.00 | | | | | | | | | \$127,462.00 |
| SCIENCE WISH LIST | | | | | | | | | | | \$ 124,863.43 |
| | | \$339,958.00 | \$ - | \$0.00 | | | | | | | \$550,752.43 |
| | | | | | | | | | | | |
| FFE Total | | \$2,254,355.00 | \$ - | \$0.00 | | | | | | | \$ 2,330,162.43 |

A B C A+B+C

Budget

Balance is OVER

| Budget Transfers to date: | | | | |
|---------------------------|--|--|--|--------|
| | | | | \$0.00 |
| | | | | \$0.00 |
| | | | | \$0.00 |
| | | | | \$0.00 |

| | | |
|--------|-----------------|-------------------------------|
| A | \$ 2,330,162.43 | Total Estimated |
| B | \$ - | Total Pending |
| C | \$ - | Total Committed |
| | \$ 2,330,162.43 | |
| Budget | \$2,140,000.00 | Budget |
| | -\$190,162.43 | Contingency Transfer Required |

Classroom Mock Up Furniture Selections:



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Vertebrae Desks



Half Round Tables



Standing Desks



Science Tables & Stools

Teacher Chairs



Technology Update:



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Technology Process:

- Next Technology Monthly Meeting 5/16/2024.
- Vertex/Joe Kidd set up weekly review meetings to update budget and review overall status. Budget is currently tracking around \$24,000 over the set budget of \$2400 per student.
- Solicit Quotes/send RFP's/Bidding February 2024 – June 2024
- Review final budget with MSBC in June 2024.
- Have all Purchase Orders in place by Summer 2024.
- Deliver equipment starting in November 2024 and complete by March 2025 .
- Technology Installation to start in March 2025.
 - Technology equipment needs to be installed and running by March 2025 for coordination, integration, and programming with all WTR supplied systems (security, elevators, card access, PA system, BMS, DAS, etc.).

Meeting Update



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Important Meetings in last month:

- 4/1/24 ATC Submittal Review Meeting
 - 4/2/24 FFE Budget Review Meeting
 - 4/2/24 FF/FL Testing Coordination Meeting
 - 4/4/24 LEED Monthly Check In Meeting
 - 4/4/24 Allcomm DAS Coordination Meeting
 - 4/11/24 Utility Pole Relocation Meeting**
 - 4/16/24 FFE Budget Review Meeting
 - 4/18/24 Monthly Technology Meeting
 - 4/16/24 Signage & Stage Curtain Review Meeting
 - 4/19/24 Comcast site walk
 - 4/25/24 Facilities Site Walkthrough
-
- 4/24/24 Inspectional Services Monthly Meeting
 - 4/2/24; 4/16/24; 4/30/24 Biweekly PCO Review
 - Technology touch base weekly on Friday at 10:00 am.
 - OAC meeting held every Wednesday at 1:00 pm

Important Meetings In April:

- 5/2/24 Utility Pole Coordination Meeting**
- 5/3/24 Cx Monthly Meeting
- 5/13/24 H Carr Preinstallation Meeting
- 5/15/24 Pavilion Preinstallation Meeting
- 5/15/24 MSBA Site Visit**
- 5/16/24 Monthly Technology Meeting
- 5/22/24 PA Zone Review Meeting**
- 5/23/24 Monthly Facilities Site Walkthrough
- 5/29/24 Monthly Inspectional Services Meeting
- 5/14/24; 5/27/24 Biweekly PCO Review
- Weekly OAC Meetings on Thursdays at 11:00am
- Weekly Tech touch base meetings on Fridays at 10am

Construction Administration Update:



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Site Activities:

- Completed 3rd party inspections for rebar, concrete, spray fireproofing, firestopping, AVB & windows. Only outstanding issue is a chain drag prior to flooring install on slabs in Area B with temperature issue from February.
- Received field reports from site visits from Civil, Electrical, Plumbing, Structural Engineers and Commissioning Agent. No outstanding issues.
- Permanent Stairs #1, #2, #3, and #4 are complete. All three Elevator Shafts are complete.
- Exterior mockup in Area C is underway and tested by PSI and the Commissioning Agent.

Document Control:

792 Submittals received to date / 42 during February / 41 during March / 47 during April

381 RFI's received to date / 15 during February / 21 during March / 20 during April

40 PR's issued to date

MSBA Communication:

Project Funding Agreement Bid Amendment received on 4/1/2024.

MSBA Reimbursement Request #29 was submitted on 4/1/24

MSBA paid Reimbursement Request #27 for \$1,180,068 and #28 for \$1,648,862 on 3/28/24

MSBA has paid a total of \$14,788,108 in reimbursements to the Town through Reimbursement Request

Project Budget Status:



Norwood Coakley Middle School

Project Budget Status Report

Month End: 4/30/2024



| MSBA Classification Name | MSBA Code | Town munis org/object | Town munis Desc | BUDGET | TRANSFERS | REV'D BUDGET | COMMITTED | SPENT | LEFT TO SPEND | AVAILABLE |
|--|-----------------|-----------------------|-----------------|------------------------|------------------|------------------------|-------------------------------------|----------------------------|----------------------------|--------------------|
| | | | | MSBA PFA Budget 6-1-22 | Budget Transfers | after Budget Transfers | Contracts, PO's, or Otherwise Spent | Total Paid Project to Date | on Current Contracts, PO's | to Commit or Spend |
| | | | | F | G | H = (F + G) | I | J | K = I - J | L = H-MAX(I,J) |
| ADMINISTRATION | 01000000 | | | | | | | | | |
| Legal Fees | 01010000 | 61015 581005 | OTH/LEG/CONT | 50,000 | - | 50,000 | - | - | - | 50,000 |
| | | | | 50,000 | - | 50,000 | - | - | - | 50,000 |
| Owner's Project Manager | 01020000 | | | | | | | | | |
| OPM - Design Development | 01020400 | 61015 581003 | OPM EXPENSE | 132,440 | - | 132,440 | 132,440 | 132,440 | - | - |
| OPM - Construct Contract Docs | 01020500 | 61015 581003 | OPM EXPENSE | 305,208 | - | 305,208 | 298,842 | 298,842 | - | 6,366 |
| OPM - Bidding | 01020600 | 61015 581003 | OPM EXPENSE | 139,658 | - | 139,658 | 133,292 | 133,292 | - | 6,366 |
| OPM - Construct Contract Admin | 01020700 | 61015 581003 | OPM EXPENSE | 2,377,106 | - | 2,377,106 | 2,351,642 | 578,639 | 1,773,003 | 25,464 |
| OPM - Closeout | 01020800 | 61015 581003 | OPM EXPENSE | 205,769 | - | 205,769 | 205,769 | - | 205,769 | - |
| OPM - Reimbs & Other Services | 01021000 | 61015 581003 | OPM EXPENSE | 10,000 | - | 10,000 | 10,000 | 10,000 | - | - |
| OPM - Cost Estimates | 01021100 | | OPM EXPENSE | 72,600 | - | 72,600 | 72,600 | 28,457 | 44,143 | - |
| Advertising | 01030000 | 61015 581003 | OPM EXPENSE | 2,000 | - | 2,000 | 2,000 | 2,000 | - | - |
| Permitting | 01040000 | 61015 581003 | OPM EXPENSE | 50,000 | - | 50,000 | 41,558 | 40,788 | 770 | 8,442 |
| Owner's Insurance | 01050000 | 61015 581003 | OPM EXPENSE | 25,000 | - | 25,000 | - | - | - | 25,000 |
| Other Administrative Costs | 01990000 | 61015 581003 | OPM EXPENSE | 30,000 | - | 30,000 | - | - | - | 30,000 |
| | | | | 3,349,781 | - | 3,349,781 | 3,248,143 | 1,224,458 | 2,023,685 | 101,638 |

Project Budget Status:



Norwood Coakley Middle School

Project Budget Status Report

Month End: 4/30/2024



| MSBA Classification Name | MSBA Code | Town munis org/object | Town munis Desc | BUDGET | TRANSFERS | REV'D BUDGET | COMMITTED | SPENT | LEFT TO SPEND | AVAILABLE |
|---------------------------------------|-----------|--------------------------|-----------------|---------------------------|---------------------|---------------------------|---|-------------------------------|-------------------------------|--------------------|
| | | | | MSBA PFA Budget 6-1-22 | Budget Transfers | after Budget Transfers | Contracts, PO's, or Otherwise Spent | Total Paid Project to Date | on Current Contracts, PO's | to Commit or Spend |
| | | | | F | G | H = (F + G) | I | J | K = I - J | L = H-MAX(I,J) |
| Architecture & Engineering | | | | | | | | | | |
| | 02000000 | | | | | | | | | |
| A&E - Design Development | 02010400 | 61015 581004 | ARCH/ENG | 3,024,964 | - | 3,024,964 | 3,024,964 | 3,024,964 | - | - |
| A&E - Construct Contract Docs | 02010500 | 61015 581004 | ARCH/ENG | 4,573,514 | - | 4,573,514 | 4,573,514 | 4,573,514 | - | - |
| A&E - Bidding | 02010600 | 61015 581004 | ARCH/ENG | 265,902 | - | 265,902 | 265,902 | 265,902 | - | - |
| A&E - Construct Contract Admin | 02010700 | 61015 581004 | ARCH/ENG | 1,808,134 | - | 1,808,134 | 1,808,134 | 834,523 | 973,611 | - |
| A&E - Closeout | 02010800 | 61015 581004 | ARCH/ENG | 159,541 | - | 159,541 | 159,541 | - | 159,541 | - |
| A&E - Construction Testing | 02030100 | 61015 581004 | ARCH/ENG | 100,000 | 18,040 | 118,040 | 118,040 | 118,040 | - | - |
| A&E - Printing (over minimum) | 02030200 | 61015 581004 | ARCH/ENG | 5,000 | - | 5,000 | - | - | - | 5,000 |
| A&E - Other Reimbursable Costs | 02039900 | 61015 581004 | ARCH/ENG | 597,182 | (3,220) | 593,962 | 578,635 | 282,895 | 295,740 | 15,327 |
| A&E - Hazardous Materials | 02040200 | 61015 581004 | ARCH/ENG | 137,500 | 1,900 | 139,400 | 139,400 | 4,400 | 135,000 | - |
| A&E - Geotech & Geo-Env. | 02040300 | 61015 581004 | ARCH/ENG | 170,060 | 34,110 | 204,170 | 204,170 | 170,285 | 33,886 | - |
| A&E - Site Survey | 02040400 | 61015 581004 | ARCH/ENG | 39,600 | - | 39,600 | 39,600 | 39,600 | - | - |
| A&E - Wetlands | 02040500 | 61015 581004 | ARCH/ENG | 6,160 | - | 6,160 | 6,160 | 6,160 | - | - |
| A&E - Traffic Studies | 02041200 | 61015 581004 | ARCH/ENG | 13,200 | - | 13,200 | 13,200 | 13,200 | - | - |
| | | | | 10,900,757 | 50,830 | 10,951,587 | 10,931,260 | 9,333,483 | 1,597,778 | 20,327 |
| Construction Contract | | | | | | | | | | |
| | 05000000 | | | | | | | | | |
| Preconstruction Services | 05010000 | 61015 582000 | BLDG CONSTR | 500,000 | - | 500,000 | 240,000 | 240,000 | - | 260,000 |
| Construction Budget (inclu ALTs) | 05020001 | 61015 582000 | BLDG CONSTR | 119,499,563 | - | 119,499,563 | 115,583,497 | 35,882,815 | 79,700,682 | 3,916,066 |
| Change Orders | 05080000 | 61015 582000 | BLDG CONSTR | - | 650,525 | 650,525 | 650,525 | 30,563 | 619,962 | - |
| | | | | 119,999,563 | 650,525 | 120,650,088 | 116,474,022 | 36,153,378 | 80,320,644 | 4,176,066 |

Project Budget Status:



Norwood Coakley Middle School

Project Budget Status Report

Month End: 4/30/2024



| MSBA Classification Name | MSBA Code | Town munis org/object | Town munis Desc | BUDGET | TRANSFERS | REV'D BUDGET | COMMITTED | SPENT | LEFT TO SPEND | AVAILABLE |
|--|-----------|-----------------------|-----------------|------------------------|------------------|------------------------|-------------------------------------|----------------------------|----------------------------|--------------------|
| | | | | MSBA PFA Budget 6-1-22 | Budget Transfers | after Budget Transfers | Contracts, PO's, or Otherwise Spent | Total Paid Project to Date | on Current Contracts, PO's | to Commit or Spend |
| | | | | F | G | H = (F + G) | I | J | K = I - J | L = H-MAX(I,J) |
| Miscellaneous Project Costs 06000000 | | | | | | | | | | |
| Utility Company Fees | 06010000 | 61015 582005 | MISC CONS COST | 25,000 | - | 25,000 | - | - | - | 25,000 |
| Testing Services | 06020000 | 61015 582005 | MISC CONS COST | 300,000 | 5,012 | 305,012 | 305,012 | 102,100 | 202,912 | - |
| Other Project Costs | 06990000 | 61015 582005 | MISC CONS COST | 300,000 | - | 300,000 | 150,003 | 130,696 | 19,307 | 149,997 |
| | | | | 625,000 | 5,012 | 630,012 | 455,015 | 232,796 | 222,219 | 174,997 |
| Furnishing & Equipment 07000000 | | | | | | | | | | |
| Furnishings | 07010000 | 61015 585000 | FURN/FIX/EQU | 2,140,000 | - | 2,140,000 | - | - | - | 2,140,000 |
| Technology | 07030000 | 61015 585000 | FURN/FIX/EQU | 2,568,000 | - | 2,568,000 | - | - | - | 2,568,000 |
| | | | | 4,708,000 | - | 4,708,000 | - | - | - | 4,708,000 |
| Project Total Excluding Contingencies | | | | 141,133,101 | 706,367 | 141,839,468 | 132,401,343 | 48,219,832 | 84,181,511 | 9,438,125 |
| Contingencies 08000000 | | | | | | | | | | |
| Construction Contingency | 05070000 | 61015 581005 | OTH/LEG/CONT | 6,831,000 | (650,525) | 6,180,475 | - | - | - | 6,180,475 |
| Owner's Project Contingency | 08010000 | 61015 581005 | OTH/LEG/CONT | 2,064,743 | (55,842) | 2,008,901 | - | - | - | 2,008,901 |
| | | | | 8,895,743 | (706,367) | 8,189,376 | - | - | - | 8,189,376 |
| TOTAL PROJECT BUDGET | | | | 150,028,844 | - | 150,028,844 | 132,401,343 | 48,219,832 | 84,181,511 | 17,627,501 |



Project Budget Update:

Project Construction Budget Status – Cost to Date as of April 2024

Presentation of Budget Summary to SBC on 5/13/24

| CONSTRUCTION COSTS ONLY | <u>Construction Cost Forecast as of 4.4.24</u> | <u>Construction Cost Forecast as of 5.1.24</u> | <u>Delta (From month to month)</u> |
|--|---|---|---|
| Coakley GMP Value (Amend. 1 & 2) | \$115,583,497 | \$115,583,497 | \$0 |
| Approved Change Orders to Date (CO #1 thru 7) | \$650,525 | \$650,525 | \$0 |
| Current Construction Cost | \$116,234,022 | \$116,234,022 | \$0 |
| Pending Change Order for Approval this month #08 | \$0 | \$ (16,458.00) | \$16,458 |
| Pending PCO Costs from Log 5.1.24 | \$209,946 | \$248,946 | (\$39,000) |
| Balance of Owner Contingency | \$6,074,445 | \$6,051,903 | \$22,542 |
| Forecast Total Cost | \$122,518,413 | \$122,518,413 | \$0 |



Vote: Potential Change Order #8:

W. T. Rich Potential Change Order #8

| PCO # | Description | Cost |
|-------|--|-----------------------|
| 52 | PR #021R1.DAS System in lieu of BDA System | \$ (20,820.00) |
| 68 | PR #031 Additional Clocks | \$ 6,776.00 |
| 78 | PR #037R1 Removal of data for theater cameras | \$ (3,415.00) |
| 82 | RFI #345 Electrical Box & Cross Brace Conflict | \$ 1,001.00 |
| | | |
| | CM Contingency Buy Hold | |
| 60P | RFI 280 - Masonry Joint sealent revision | \$ 10,288.00 |
| 73P | RFI#308 - Oil Separator Vent Clarifications | \$ 9,495.00 |
| | Buy Hold CM Contingency Use | \$ (19,783.00) |
| | Grand Total | \$ (16,458.00) |

MOTION REQUEST:

Vote to Approve WT Rich Change Order #8 in the amount of <\$16,458.00>



Open Potential Change Orders

See Potential Change Order Log



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Other Matters Not Reasonably Anticipated

Project Website: <https://newcmsproject.org/>

Project Email: cmsproject@norwoodma.gov