

Coakley Middle School Building Committee

Coakley Middle School Building Committee (MSBC) Meeting Hosted at the Savage Center and Via Zoom June 10, 2024 – 4:30 p.m.

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

	MSBC Voting members		Matt Wells, Acting Assistant Superintendent		WT Rich Construction (WTR)
A	Mr. Slater – Chair		Chris Folan, Assistant Facilities Director		Jon Rich
A	Mr. Matt Lane – Selectman			A	Bethany King
	Mr. Paul Riccardi– Director of Town-wide Facilities		Vertex (VTX)		Tim Farrell
A	Mr. Jason Adams – Procurement (Via Zoom)	A	Bryan Jarvis – Principal		Steve Koutalakis
A	Mr. Bob Donnelly - Selectman	A	Luke Apone – Project Manager		Johnny Rich
	Dr. JJ Munoz - Acting Superintendent	A	Anissa Ellis – Project Manager	A	Alex Corbett
	Ms. Teresa Stewart – School Committee member (via zoom)				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		Lucas Armstrong - Architect		Norwood Community Media
A	Dr. Ms. Fraczek – Principal of Coakley Middle School	A	Tori Geier - Architect	A	Chris Lopiccolo
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 5:00 PM

1. Opening Remarks

Mr. Slater welcomed everyone to the June, 2024, Middle School Building Committee Meeting. Today's meeting is hybrid taking place at the Coakley Middle School Library after a site visit of the new building.

2. Public Comments:

Mr. Slater opened the floor for public comments. There is no comment from anyone online.

Mr. Morrison asked about the surface of the synthetic field and he understands it is supposed to have full size soccer, football, lacrosse, and field hockey. It does not include two small youth soccer fields to replace the fields that were lost for construction of the new building. He wants to know if the two youth soccer field lines can be added to the new turf field.

Mr. Slater asked what field 3 was used for prior to it being lost?

Mr. Morrison said youth soccer, football, and field hockey.

Mr. Slater asked if the new field wasn't sewn for youth soccer if they could add lines with paint?

Mr. Morrison stated you can paint the fields but it's up to the skills of the volunteers.

Mr. Lopiccolo stated he spoke with the landscape architect at one point about the existing fields and was told they would take care of adding the youth soccer field lines to the turf field.

Mr. Slater stated they will look into it and get back to them.
Mr. Sawyer stated he will review the field lines with the landscape architect and provide sketches for review.

3. Approval of Past Minutes:

Mr. Slater requested approval of the minutes from the May 13, 2024, meeting.

MOTION: by Mr. Donnelly to approve the minutes from the May 13, 2024, meeting.

SECOND: by Mr. Lane

VOTE: Vote is Unanimous, 7-0-1, Mr. Hiltz abstains.

Ms. Ellis noted that Mr. Adams joined the call online via zoom.
Mr. Slater asked if he has any issue with the minutes.
Mr. Adams stated he did not.

4. Vendor Invoice Package:

Mr. Slater noted the next item on the agenda is approval of the project invoices for May 2024.
Mr. Jarvis stated there are three invoices totaling \$6,819,754.46 for the month of May.

Mr. Lane asked if these are all real invoices.
Mr. Jarvis stated they are all real and have been vetted by our accounting department.
Mr. Lane stated that Orange MA was scammed out of money with phony invoices.
Mr. Jarvis stated that for all Vertex projects the invoices go to Vertex and are vetted before they are sent to the Town so no rogue invoices should be making their way to the town for approval.

MOTION: by Mr. Donnelly to approve vendor invoice package for May 2024.

SECOND: by Mr. Lane.

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

5. Project Update:

Mr. Apone provided some progress photos on the screen showing the overall building progress. He noted the brick, windows, and AVB are installed at the North elevation and also started at the South elevation. He provided some interior photos showing the framing, ceiling grid, insulation, windows, drywall, and tile work. He also provided some exterior photos showing the ongoing masonry work. Mr. Apone stated the slab on grade in the gymnasium was completed in May, in wall inspections are complete in Areas C and B on the 4th floor. He noted the MEP rough ins, interior and exterior framing, and masonry work are all ongoing. He also noted that the slab on grade for the first-floor kitchen in area A is complete as of this morning.

Ms. Ellis noted that third party inspections are still ongoing and the chain drag from the February temperature issue will be completed this week. The electrical engineer also made a site visit to confirm the electrical room dimensions. She continued and noted that there were 25 submittals returned last month and 22 new RFI's last month. Ms. Ellis noted the signed PFA was received in early June and the Town has been paid \$16,453,813 through reimbursement request #29.

Ms. Ellis then provided an overview of all the meetings held over the last month as well as some of the major meetings coming up in June.
Mr. Donnelly asked if the project team can let the committee know when they can make another site visit as construction progresses.
Mr. Jarvis stated that once Area A is enclosed and finishes are starting it would be a good time for another visit.

6. Approval of FF&E And Technology Budgets:

Ms. Ellis provided an FFE update and noted the estimated budget is \$2,280,789 which is slightly over budget and Vertex is looking for approval to start the procurement process this summer. Mr. Jarvis stated an RFP will be issued and all proposals will be vetted and brought to the committee for recommended approval prior to issuing any PO's.

Mr. Slater also noted that Margo, Joe Kidd, Vertex, and he went before the school committee and they are also on board with how we are proceeding.

MOTION: by Mr. Donnelly to move forward with the FF&E procurement based on the current budget of \$2,280,789.

SECOND: by Mr. Lane

VOTE: Role Call Vote Unanimous, 8-0-0;

Ms. Ellis provided a Technology update and noted the estimated budget is \$2,587,463 which is again slightly over budget. She noted she is working closely with Joe Kidd and they will follow a similar procurement process and bring vetted quotes to the committee for approval prior to issuing PO's. Mr. Slater stated that these are all estimates so it's possible that we may get better pricing when we requested proposals.

Ms. Ellis confirmed and noted the budget is conservative and these items will be bid off state contracts.

MOTION: by Mr. Donnelly to move forward with the Technology procurement based on the current budget of \$2,587,463.

SECOND: by Mr. Lane

VOTE: Role Call Vote Unanimous, 8-0-0;

7. Approval of Technology Purchase Order:

Ms. Ellis then stated she has the first request for approval of a technology purchase order. She noted four quotes were requested for the Wireless Access Points, two vendors provided quotes, two opted not to quote. She stated they are recommending approval of the Custom Computer Specialists quote as they had the best pricing and were able to provide a discount on the licensing if they are purchased now. Joe Kidd will store them on site at the Savage Center until they are needed on site. Mr. Slater asked why two companies declined the invitation?

Ms. Ellis stated she does not know but feels comfortable with CCS as a vendor.

MOTION: by Mr. Donnelly to approve the Custom computer Specialists Quote dated 5/24/24 in the amount of \$164,537.85.

SECOND: by Mr. Lane

Mr. Adams asked the Town will be paying these vendors directly or if it will be part of the monthly invoice we receive.

Ms. Ellis stated the invoices will be included in the Monthly Invoice package and then paid directly by the Town.

Mr. Adams asked if the Town needs the W-9 form from the vendor.

Ms. Ellis confirmed.

VOTE: Role Call Vote Unanimous, 8-0-0;

8. PCO Review & Approval:

Mr. Jarvis provided an overall budget update showing all lines from architect and OPM fees through construction and contingency fees. He noted that commitments are shown in Column I and we will start to see those lines populated for FFE & Technology shortly. Overall, the project is on budget.

Mr. Jarvis noted that the MSBA reimbursement rate is 54% and just over \$16 million has been reimbursed to date and that represents 36% of the total facilities grant. He noted the MSBA will stop

reimbursements when they reach 95% and the last 5% will be released after the MSBA audit which is currently taking up to two years to complete. He also noted a list of all reimbursement requests and what was approved and not approved is shown in that table at the end of the Vendor Invoice Package.

Mr. Apone noted there are a few PCO's up for approval in Change Order #09 tonight. That includes the following PCO's:

PCO #71R2 for Additional Sound Attenuators for \$1,885

PCO #77R1 to relocate the field comm box for a credit of \$823

PCO #83 for added Vape Boxes and Data outlets for \$26,485

Mr. Apone stated there is one PCO that is up for approval to be funded through the buyout savings.
PCO #59 for the revised Fire Alarm and MNS systems for \$338,819.40

Mr. Apone noted that this is due to a request from the fire department to have Autocall for a Fire Alarm system and Notifier for the MNS system.

Mr. Donnelly asked if this is something that could have been included in the original design?

Mr. Jarvis stated we did have it included in the original design but it was different from what the fire department wanted so we are providing a fully addressable system as requested by NFD.

Mr. Slater asked for approval of Change Order #09.

MOTION: by Mr. Hiltz to Approve WT Rich Change Order #9 in the amount of \$27,547.00.

SECOND: by Mr. Lane.

VOTE: Role Call Vote Unanimous, 8-0-0;

Mr. Apone then reviewed the Utility Pole change request options for the South Parking lot. He noted these wires power the site lighting for the rear sports fields and the project team has come up with a plan to relocate the poles in order to save some of the trees around the South parking lot. This includes four different options for relocating these poles and wiring:

Proposal Request #44 is for running the power lines overhead in the south driveway from the street until the parking lot area. At this location the lines will then be located underground through the parking lot and to the transformer at the far end of the site. The fire alarm duct bank will be relocated to run underground in the north parking lot using one of the spare low voltage conduits and enter the building at the gym. The wire will then travel overhead inside the building to the main entrance fire alarm panel. Estimated cost for this option is \$220,000.

Option #1 is the same as PR #44 except the fire alarm conduits will break off from the spare conduit about halfway through the parking lot and run underground to the main entrance of the building in a dedicated conduit. Estimated cost for this option is \$210,000.

Option #2 is similar to option #1 but breaks off from the spare conduit to provide a dedicated conduit for the fire alarm to enter at the gym and again run overhead inside the building to the main entrance fire alarm panel. Estimated cost for this option is \$170,000.

PR #43 proposes going completely overhead with the power wiring through the south parking the entire way and not using any underground routing for the south parking lot. Estimated cost for this option is \$25,000.

Mr. Apone noted that there are also currently water and drainage issues in the south parking which posed an issue with Norwood Power for installation of the new overhead power poles.

Mr. Hiltz asked if there is a recommended option?

Mr. Jarvis stated Option #1 uses the spare conduit, however Vertex would recommend using a dedicated line for the fire alarm and having all conduits and wiring run underground. He also noted these are order of magnitude prices and they will get final pricing on whichever option the committee votes to proceed with.

MOTION: by Mr. Hiltz to move forward with underground conduits for all wiring.

SECOND: by Mr. Donnelly

VOTE: Role Call Vote Unanimous, 8-0-0;

Mr. Apone provided an update on the electric vehicle charging stations. He noted the project owns installing (3) dual charging stations, one at the front of the building and one in each of the parking lot as noted on the plans. He stated the project also owns installing conduit to future stations in the parking lots as noted on the plan. Both of these future locations can accommodate 10 dual stations. The total cost to add (1) dual station is approximately \$36,200. Mr. Apone noted the panels at the new school can hold up to 47 total charging stations.

Mr. Jarvis stated the question tonight is if the MSBC wants to have 47 stations installed when the school opens next summer or a number somewhere between that and what we own currently.

Mr. Slater asked if a gas-powered vehicle can park in an EV charging station.

Mr. Jarvis stated the gas vehicle can park in those locations however they generally do not.

Mr. Lane asked if we think buses will be all electric in the future? Is that something we should consider?

Ms. Fraczek stated we contract out busses so she is unsure.

Mr. Slater stated we currently have (6) units and do we want to add any more and if so how many?

Mr. Apone clarified and stated currently we own (3) stations that can accommodate 6 total cars.

Ms. King noted that the parking lots are being prepped this summer so if the MSBC wants to add more EV stations now is the time to do it before they pave the lots.

Mr. Lane asked what other schools are doing for EV Stations?

Mr. Jarvis stated every school and district is different and it's up to the town. There is no formula. He also noted that if you install them in the future, the units themselves may be less expensive.

Mr. Pelletier noted that the current code requires 10% of the parking to be EV stations, however this project is under the previous code. He also noted that Moderna has stations that will text/notify the vehicle owner when the vehicle is charged so they can move their vehicle and someone else can use the meter.

Ms. Fraczek stated she doesn't have more than 6 EV drivers on her staff so for now it's probably fine but it's hard to say what they will need in the future.

Mr. Donnelly stated it would hard for the town to find funding for stations in the future and given our current project financial situation it would make sense to add stations if there is a strong belief they will be needed.

Ms. King noted that for the south parking lot we need to know where to put the infrastructure today, we have time for the north lot.

Mr. Jarvis stated we just need to know which spaces will be designated for future use so we can provide the conduit. We don't need to know about purchasing stations yet.

Ms. Ferreira asked how often the other town charging stations are being used.

Mr. Pelletier stated the one at town hall is used frequently but he's unsure about how well used other ones in town are used.

Mr. Slater stated it makes sense to approve the conduit for the south parking now and we can decide how many stations to install at another meeting.

Ms. King stated that works for them.

Mr. Slater stated we can think about this a bit and make a decision next meeting on how many stations we want to install.

Mr. Jarvis stated we will move forward with conduit and a layout for the parking lots and bring it back for discussion at the next meeting.

Mr. Slater agreed.

9. Other Items not Reasonable Anticipated:

Mr. Slater asked for any further discussion or comments.
Mr. Hiltz asked about upcoming meeting schedule.
Mr. Slater stated we want to propose meeting on July 15 instead of July 8 next month.
The committee agreed.
Mr. Slater stated August will be back to the second Monday of the month.

10. Adjournment:

MOTION: to adjourn made by Mr. Lane

SECOND: by Ms. Fraczek

VOTE: Unanimous 8-0-0

Respectfully submitted,

Anissa Ellis
Project Manager
Vertex

Attachments: Vertex Powerpoint Presentation
Vendor Invoice Package