

Dr. Philip O. Coakley Middle School Project

Norwood Public Schools

Middle School Building Committee Meeting



Norwood
MASSACHUSETTS
02062

Meeting Agenda: June 10, 2024

1. Opening Remarks
2. Public Comments
3. Approve Minutes from May 13, 2024 Meeting
4. Approve Invoices from May 2024
5. Project Update: Overview of Project Schedule & Upcoming Activity
6. Vote: Approval of Technology Purchase Orders
7. Vote: FFE & Technology Budget Approval
8. Vote: PCO review & approval
9. Other Items Not Reasonably Anticipated
10. Adjourn



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Public Comment

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

Project Email: cmsproject@norwoodma.gov

Vote to Approve Meeting Minutes:



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MSBC Meeting Minutes Dated May 13, 2024

Vote to Approve Vendor Invoice Package:



Norwood Coakley Middle School

Expenditures 5/31/2024



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
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2024.05 Recommended for Payment in VIP

2024.05	Vertex	OPM 87-47	5/31/24	1	01020700	OPM - Construct Contract Admin	61015 581003	OPM EXPENSE	88,688.50	:
2024.05	Vertex	OPM 87-47	5/31/24	2	06020000	Testing Services	61015 582005	MISC CONS CO	20,924.20	109,612.70
2024.05	Ai3	0006R-2002.00	5/31/24	S	02039900	A&E - Other Reimbursable Costs	61015 581004	ARCH/ENG	445.01	445.01
2024.05	Ai3	0039B-2002.00	5/31/24	S	02010700	A&E - Construct Contract Admin	61015 581004	ARCH/ENG	69,543.62	69,543.62
2024.05	WT Rich	REQU 12	5/15/24	1	05020001	Construction Budget (inclu ALTs)	61015 582000	BLDG CONSTR	6,622,287.13	:
2024.05	WT Rich	REQU 12	5/15/24	2	05080000	Change Orders	61015 582000	BLDG CONSTR	17,866.00	6,640,153.13

Total new invoices this month: 6,819,754.46 **6,819,754.46**



April 2024 Progress Photos

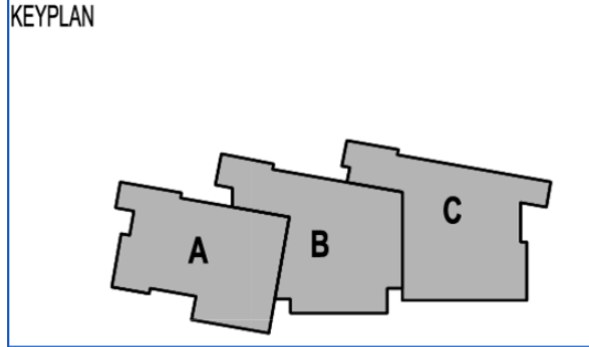


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Overhead of Project Site View 4/23/24 - North Elevation

KEYPLAN



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May 2024 Progress Photos



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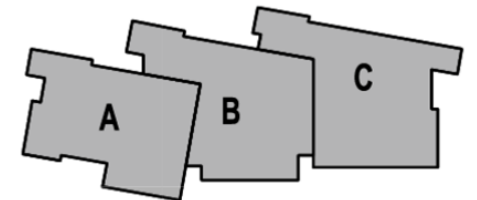
North Elevation



Curtain wall at south elevation



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May 2024 Progress Photos



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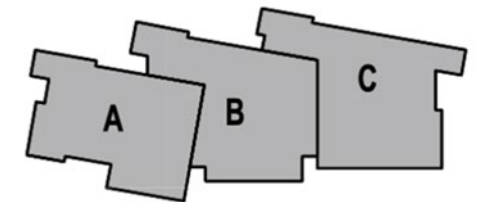


Window installation – 3rd Floor Area C



Ceiling grid installation - 2nd Floor Area C

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May 2024 Progress Photos



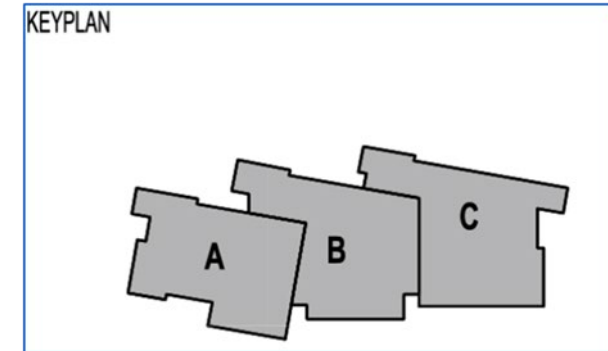
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Wall tile installation 2nd Floor Area C



Wall tile 2nd Floor Area C



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May 2024 Progress Photos



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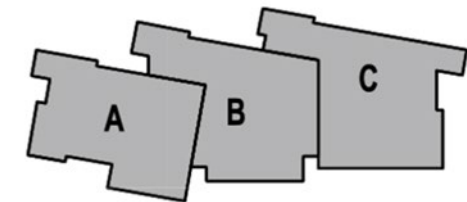
Roofing installation – 3rd Floor Area A



Masonry install north-elevation Area C



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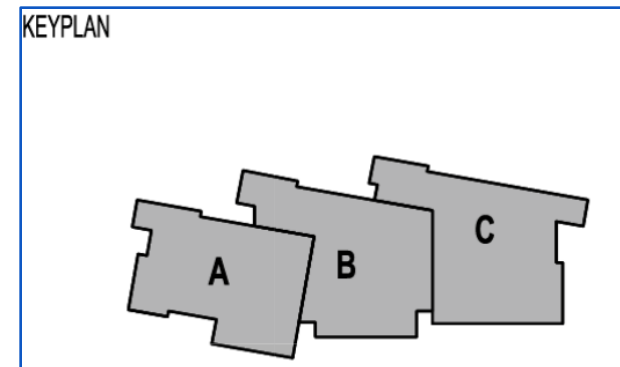
Current Activity on Site:

Key Milestones Achieved:

- Concrete placement for slab on grade at gymnasium.
- In wall inspections received on 4th floors in Area C and Area B.
- Installation of AVB at Area B was completed in early June.

Upcoming/Ongoing Activities:

- Mechanical, electrical, plumbing, fire protection rough-ins continue in Area B and Area A.
- Exterior wall framing & sheathing continues at south elevation of Area A.
- Interior wall framing ongoing on the 3rd & 4th floors in Area A.
- Mason continued installing brick at north elevation of Area B and into Area A.
- Installation of metal windows continues at the north elevation of Area B and Area A.
- Curtain wall installation began at the south elevation of Area B, outside the Media Center.
- The slab on grade at the 5th/6th Grade Kitchen in Area A is scheduled for concrete in mid June.



Construction Administration Update:



Site Activities:

- Completed 3rd party inspections for rebar, concrete, spray fireproofing, firestopping. The Only outstanding issue is a chain drag prior to flooring install on slabs in Area B with temperature issue from February.
- Electrical site visit to confirm electrical room dimensions are per plan and meet code
- Concrete Slab on grade placement at Gymnasium and Auditorium is complete.
- AVB, Window, and Curtainwall installations are ongoing. AVB is complete in Areas C & B.

Document Control:

817 Submittals received to date / 41 during March / 47 during April / 25 during May

403 RFI's received to date / 21 during March / 20 during April / 22 in May

44 PR's issued to date

MSBA Communication:

Project Funding Agreement Bid Amendment was received back fully executed from the MSBA on 6/5/2024.

MSBA Reimbursement Request #30 was submitted on 5/18/24 and #31 was submitted on 6/3/24

MSBA paid Reimbursement Request #29 for \$1,665,705 on 5/9/24.

MSBA has paid a total of \$16,453,813 in reimbursements to the Town through Reimbursement Request #29. **36% of grant.**

Meetings Update



Important Meetings in last month:

5/2/24 Utility Pole Coordination Meeting
5/3/24 Cx Monthly Meeting
5/8/24 Media Studio Ceiling Grid Coordination Mtg
5/9/24 Food Service Monitor Coordination Mtg
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
5/16/24 AllComm Roof Install Coordination Mtg
5/22/24 PA Zone Review Meeting
5/22/24 Signage Review Meeting #2
5/23/24 Monthly Facilities Site Walkthrough
5/24/24 Presentation to 6th Grade Students
5/29/24 Monthly Inspectional Services Meeting
5/29/24 CJM Preinstallation Meeting
5/31/24 Music Storage Coordination Meeting
5/14/24; 5/28/24 Biweekly PCO Review
Technology touch base weekly on Friday at 10:00 am.
OAC meeting held every Wednesday at 1:00 pm

Important Meetings this month:

6/4/24 Procurement Process Review with Town
Purchasing/Accounting
6/5/24 School Committee FFE/Tech Presentation
6/6/24 Presentation to 7th Grade Students
6/7/24 Presentation to 8th Grade Students
6/12/24 Capital Carpet Preinstallation Meeting
6/13/24 Monthly Technology Meeting
6/13/24 Cutting Edge Preinstallation Meeting
6/20/24 Monthly Facilities Site Walkthrough
6/26/24 Monthly Inspectional Services Meeting
6/11/24; 6/25/24 Biweekly PCO Review
Weekly OAC Meetings on Thursdays at 11:00am
Weekly Tech touch base meetings on Fridays at 10am

Furniture, Fixtures, & Equipment Update:



FF&E Update:

- Total estimated FFE Budget is currently \$2,280,789, this over budget by \$140,789 based on all changes made over the past month.
 - Vertex is looking for MSBC approval to proceed with purchasing process based on the current total budget.

A	\$ 2,280,789	Total Estimated
B	\$ -	Total Pending
C	\$ -	Total Committed
	\$ 2,280,789	
Budget	\$ 2,140,000	Budget
	\$ (140,789)	Contingency Transfer Required

- Next Steps:
 - Sign off on the current budget
 - Margo/Vertex to sign off on program
 - Issue RFPs/Vendor Bidding September 2024

MOTION REQUEST:

Vote to Approve moving forward with FFE procurement based on the current Budget

Technology Update:



Technology:

- Total estimated Technology Budget is currently \$2,587,463, this over budget by \$19,463.
 - Vertex is looking for MSBC approval to proceed with purchasing process based on the current total budget.

A	\$ 2,422,925	Total Estimated	
B	\$ 164,538	Total Pending	
C	\$ -	Total Committed	
	\$ 2,587,463		
Budget	\$ 2,568,000	Budget	
	\$ (19,463)	Contingency Transfer Required	

- Next Steps:
 - Sign off on the current budget
 - Vertex/Joe Kidd continue procurement

MOTION REQUEST:

Vote to Approve moving forward with Technology procurement based on the current Budget

Technology Purchase Order Approval:



Technology Process:

- Four quotes for Wireless Access Points and licensing were solicited by Joe Kidd using the State Contract #ITC73.
- Two quotes were received. Two companies declined the invitation.
 - Custom Computer Specialists Quote \$164,537.85
 - Winslow Technology Quote \$227,763
- Vertex recommends proceeding with Custom Computer Specialists quote.

MOTION REQUEST:

Vote to Approve Custom Computer Specialists Quote dated 5/24/24 in the amount of \$164,537.85.

Project Budget Status:



Norwood Coakley Middle School

Project Budget Status Report

Month End: 5/31/2024



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)
FEASIBILITY STUDY AGREEMENT 00000000										
OPM Feasibility Study	00010000			375,000	-	375,000	367,799	351,164	16,635	7,201
A&E Feasibility Study	00020000			900,000	-	900,000	804,025	804,025	-	95,975
Environmental & Site	00030000			125,000	-	125,000	95,975	95,425	550	29,025
Other	00040000			100,000	-	100,000	25,104	25,104	-	74,896
TOTALS for FEASIBILITY STUDY				1,500,000	-	1,500,000	1,292,903	1,275,718	17,185	207,097
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	667,327	1,684,315	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	1,313,146	1,934,997	101,638



Project Budget Status:



Norwood
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Norwood Coakley Middle School

Project Budget Status Report

Month End: 5/31/2024



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	904,067	904,067	-
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	579,080	283,340	295,740	14,882
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	10,931,705	9,403,471	1,528,234	19,882
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	42,505,102	73,078,395	3,916,066
Change Orders	05080000	61015 582000	BLDG CONSTR	-	634,067	634,067	634,067	48,429	585,638	-
				119,999,563	634,067	120,633,630	116,457,564	42,793,531	73,664,033	4,176,066

Includes COs 1-8



Forensics | Engineering | Environmental | Project Advisory

Project Budget Status:



Norwood Coakley Middle School

Project Budget Status Report

Month End: 5/31/2024



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	123,024	181,988	-
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	253,720	201,295	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	689,909	141,823,010	132,385,330	55,039,587	77,345,743	9,437,680
Contingencies 08000000										
Construction Contingency	05070000	61015 581005	OTH/LEG/CONT	6,831,000	(634,067)	6,196,933	-	-	-	6,196,933
Owner's Project Contingency	08010000	61015 581005	OTH/LEG/CONT	2,064,743	(55,842)	2,008,901	-	-	-	2,008,901
				8,895,743	(689,909)	8,205,834	-	-	-	8,205,834
TOTAL PROJECT BUDGET				150,028,844	-	150,028,844	132,385,330	55,039,587	77,345,743	17,643,514

On Budget.

MSBA Reimbursement Status:



District Name	Norwood	School Name	Dr. Philip O. Coakley Middle School
MSBA ID	201802200305	Budget Phase	PFA Budget
Procurement Type	Undetermined	Total Project Budget	\$150,028,844
Project Type	Core Program	Board Approved Final TFG Date	
Project Scope	N/A	Estimated Max Total Facilities Grant (95% Amt)	\$45,331,282 (\$43,064,718)
FSA Effective Date	4/8/20	Maximum Total Facilities Grant	\$46,259,251
PFA Effective Date	6/1/2022	Total MSBA Payment Amount (to Date)	\$16,453,813
PFA Bid Date		Percent of Total Facilities Grant Paid (to Date)	36.30%
Reimbursement Rate	54.34%	Project Phase	Construction

Request No	Type	Electronic Request Date	Submitted Amount	Eligible Project Cost	Ineligible Project Cost	MSBA Payment Amount	MSBA Payment Date	Included Invoices Recommended in VIP for period
28		3/1/24	\$4,475,270	\$3,034,343	\$1,440,927	\$1,648,862	3/28/24	Jan 24
29		4/1/24	\$3,595,414	\$3,065,338	\$530,076	\$1,665,705	5/9/24	Feb 24
30		5/18/24	\$3,824,868					Mar 24
31		6/3/24	\$5,031,843					Apr 24

Total	\$50,441,511	\$30,279,374	\$10,909,811	\$16,453,813
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54% of Eligible costs

Updated Pending Change Order (PCO) Log



Pending Change Order (PCO) Log
 NORWOOD Coakley MIDDLE SCHOOL
 Updated 6/7/2024

PCO Status:

Closed (Rejected/Void)
Approved on prior Change Order
Ready for PBC review and VOTE
Under review by CM/Designer/CPM
Open/PCO Not Received

PCO Reason Code:

UC: Unforeseen Condition
 DWG: Drawing Coordination / Omission
 SC: Scope Change (Architect)
 OCR: Owner Change Request
 IR: Inspector Request
 CLM: Claim by contractor

*Previously Approved or Closed PCOs/COs have been hidden



CONSTRUCTION CONTINGENCY ONLY
 GMP CONTINGENCY; HOLDS/ALLOWANCES;
 OWNER CONTINGENCY TRACKED SEPARATELY

VTX PCO #	CM PCO #	Description	Date Initiated	PCO Reason	ASI # or RFI #	OCR #	PR #	CCD #	Estimated Amount	Initial Submitted Amount	Pending Amount	Approved Amount	Rejected Amount	BIC	CO #	Comments	
^ 6/10/24 SBC Meeting ^																	
									\$ 410,064.00	\$ 1,080,844.15	\$ 27,547.00	\$ 634,058.00	\$ 35,995.02				
									X			Y					

Construction Contingency:	\$ 6,831,000.00
Transfer(s)	\$ -
REVISED Construction Contingency	\$ 6,831,000.00

Total Approved CO's	\$ 634,058.00
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Total Remaining in Contingency To Date	\$ 6,196,942.00
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Total Estimated & Pending (X + Y)	\$ 437,611.00
Total Remaining in Contingency if Estimated and Pending are Approved	\$ 5,759,331.00

Construction GMP (Original)	115,583,497.00
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Construction Budget (by CO)	116,217,555.00
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0.5% Approved Change Orders as a percentage of Total Construction Budget

38.7% Project overall percent complete based on billing through May 2024

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Thru CO #08

CO by Code	% of Total COs	PCO Reason Code
\$ -	0%	UC: Unforeseen Conditions
\$ (54,851.00)	-9%	DWG: Drawing Coordination/Omission
\$ 713,898.00	113%	SC: Scope Change (Architect)
\$ (24,989.00)	-4%	OCR: Owner Change Request
\$ -	0%	IR: Inspector Requests
\$ -	0%	CLM: Claims
\$ 634,058.00	100%	

0.93% Total projected Change Orders (Approved plus Estimated and Pending) as percentage of Total Construction Budget

6.41% Total projected Change Orders (Approved plus Estimated and Pending) as percentage of Contingency

Buyout Savings Tracking	
\$1,032,275.61	Original Buyout Savings Amount
\$608,367	Amount Approved
59%	Percent
\$423,909.09	Balance Remaining





Vote: Recommended Change Order #9:

W. T. Rich Potential Change Order #9		
PCO #	Description	Cost
71 R2	PR #32 - Additional Sound Attenuator	\$1,885.00
77 R1	PR #038 - Relocation of Field Comm Box	(\$823.00)
83	PR #039 - Vape Boxes and Data	\$26,485.00
	CM Contingency Buy Hold	
59P	PR #029 - Fire and MNS	\$357,354.00
	Buy Hold CM Contingency Use	\$ (357,354.00)
	Grand Total	\$ 27,547.00

MOTION REQUEST:
Vote to Approve WT Rich Change Order #9 in the amount of \$27,547.00



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