

SCHOOL BUILDING COMMITTEE MEETING MINUTES



Project: Tri-County Regional Vocational Technical HS
Subject: School Building Committee Meeting No. 45
Location: Remote via ZOOM
Distribution: Attendees, Project File
MSBA Module: 6- Detailed Design

Project No: MP20-28
Meeting Date: 10/10/2024
Time: 4:00 PM
Prepared By: E. Grijalva

Present

Brian Mushnick* SBC Member | Chair of SBC
Karen Maguire* SBC Member | Superintendent
Jonathon Dowse* SBC Member
Dan Haynes* SBC Member | School Business Administrator
Harry Takesian* SBC Member | Facility Director
Bob Foley* SBC Member | Director of Post Secondary, Con. Adult.
Dana Walsh* SBC Member | TCRVTHS Principal
Brendan Bowen* SBC Member
Trip Elmore DWMP- Project Director
Mike Cox DWMP – Project Manager
Elias Grijalva DWMP- Assistant PM
Rachel Rincon DMWP= Assistant PM
Vladimir Lyubetsky DRA- Project Manager
Carl Franceschi DRA – Principal in Charge
Steve Johnson Consigli- Sr. Project Manager

***School Building Committee Voting Members**

Item No.	Description	Action
45.1	<p>Call to order: 4:05PM meeting was called to order by SBC Chair B. Mushnick, 8 of 11 voting members in attendance.</p>	Record
45.2	<p>Previous Topics & Approval of September 26,2024 Meeting Minutes: A motion to approve the <u>September 26,2024</u> previous meeting minutes as submitted was made by B. Foley and seconded by H. Takesian.</p> <p>Discussion: None; Roll Call Vote: D. Walsh (Y), K. Maguire (Y), B. Foley(Y), H. Takesian (Y), J. Dowse (Y), D. Haynes(Y), B. Mushnick (Y); (1) Abstentions: B. Bowen; All in favor. Motion passes.</p> <p style="text-align: right;">*B. Bowen experienced technical difficulties during roll call vote.</p>	Record
45.3	<p>Invoices and Commitment for approval:</p> <p>Firm: DWMP Invoice N0.032; Description: CD Phase + 3rd Party Inspector Phase; Amount: \$102,084.50</p> <p>A motion to approve DWMP Invoice No.032, in the amount of \$102,084.50, was made by B. Foley and seconded by D. Haynes.</p> <p>Discussion: None; Roll Call Vote: D. Walsh (Y), K. Maguire (Y), B. Bowen(Y), B. Foley(Y), H. Takesian (Y), J. Dowse (Y), D. Haynes(Y), B. Mushnick (Y); Abstentions: None; All in favor. Motion pass.</p> <p>Firm: DRA Invoice No.030; Description: Construction Document Phase; Amount: \$1,337,000.00</p> <p>A motion to approve DRA Invoice No.030, in the amount of \$1,337,000.00, was made by B. Foley and seconded by J. Dowse.</p> <p>Discussion: None; Roll Call Vote: D. Walsh (Y), K. Maguire (Y), B. Bowen(Y), B. Foley(Y), H. Takesian (Y), J. Dowse (Y), D. Haynes(Y), B. Mushnick (Y); Abstentions: None; All in favor. Motion passes.</p>	Record
	<p>Firm: DRA Invoice PSS6.008; Description: Geotechnical; Amount: \$1,848.00</p> <p>A motion to approve DRA Invoice No. 008, associated with Amendment No. 006, was made by B. Foley and seconded by D. Walsh.</p> <p>Discussion: V. Lyubetsky comments this invoice is related to the observation of construction exaction, verifying quality of soils. T. Elmore states the reusable material initially discussed with Mike Talbot is being successfully used on-site as structural material, with OTO overseeing the process.</p> <p>Roll Call Vote: D. Walsh (Y), K. Maguire (Y), B. Bowen(Y), B. Foley(Y), H. Takesian (Y), J. Dowse (Y), D. Haynes(Y), B. Mushnick (Y); Abstentions: None; All in favor. Motion passes.</p>	

Firm: DRA Amendment No.014; Description: Commitment request for approval; Amount: \$34,650.00

A motion to approve DRA Amendment N0.014 request for approval, in the amount of \$34,650.00, was made by B. Foley and seconded by J. Dowse.

Discussion:

V. Lyubetsky comments that the civil engineers are responsible for periodic site visits and reports required by the Conservation Commission's conditions, which couldn't be fully anticipated at the project's start. This amendment reflects that work.

Roll Call Vote: D. Walsh (Y), K. Maguire (Y), B. Bowen(Y), B. Foley(Y), H. Takesian (Y), J. Dowse (Y), D. Haynes(Y), B. Mushnick (Y); Abstentions: None; All in favor. Motion passes.

Firm: Consigli; Description: Preconstruction Phase Invoice; Amount: \$31,191.00

A motion to approve Consigli Invoice No.010, in the amount of \$31,191.00 was made by B. Foley and seconded by J. Dowse.

Discussion:

B. Bowen states I was reviewing the percentage completion on some items, and I assume the 75% refers to pre-construction services. However, I noticed Dore + Whittier is around 55% and DRA is in the 40's. Can you confirm if everyone is progressing at the same pace?

T. Elmore confirms that everyone is making progress at the same pace and notes that while DRA is behind on their billing, their work is on schedule.

Roll Call Vote: D. Walsh (Y), K. Maguire (Y), B. Bowen(Y), B. Foley(Y), H. Takesian (Y), J. Dowse (Y), D. Haynes(Y), B. Mushnick (Y); Abstentions: None; All in favor. Motion passes.

Firm: Consigli Construction; Description: Bid Enabling Invoice; Amount: \$1,772,189.95

A motion to approve Consigli Invoice No.010, in the amount of \$1,772,189.95 was made by J. Dowse and seconded by B. Foley

Discussion:

B. Foley request clarification on how we arrive at the approved transfers? We have numbers in the original budget, approved transfers, and scheduled values. Some transfers are for items without an original budget, turning them into scheduled values, while others are negative transfers that reduce the original budget and create lower scheduled values. There's some confusion around this process, so a bit of insight would be helpful for reference.

M. Cox explains the negatives in approved transfers are allowances—money set aside for expected but unquantifiable items. The positives represent signed change orders that allocate that money to specific work. So, we're just moving funds from a "hold" to actual contracts without changing the overall budget for that division.

B. Foley comments my concern is this: we had an original budget, and now additional items are being added beyond what was initially included. Does this represent a change in the scope of work, or are we simply refining the details of what we're paying for?

M. Cox confirms that we're just further clarifying what we're paying for, without adding any new funds to the existing contracts.

T. Elmore explains that any unused funds in the holds/allowance buckets are reallocated to another category within the contract sum as the project moves forward, and if they remain unspent, they are returned to the owner at the end of the project.

Roll Call Vote: D. Walsh (Y), K. Maguire (Y), B. Bowen(Y), B. Foley(Y), H. Takesian (Y), J. Dowse (Y), D. Haynes(Y), B. Mushnick (Y); Abstentions: None; All in favor. Motion passes.

Firm: Consigli Construction; Description: Change Order No.002; Amount: \$0.00

A motion to approve Consigli Change Order No.002, in the amount of \$0.00 was made by J. Dowse and seconded by K. Maguire

Discussion:

M. Cox comments in this the document showing what we've spent, indicating \$0 because those amounts were already included in the contract. It outlines the specific allocations for the holds, reflecting a total cost of \$0 to date.

Roll Call Vote: D. Walsh (Y), K. Maguire (Y), B. Bowen(Y), B. Foley(Y), H. Takesian (Y), J. Dowse (Y), D. Haynes(Y), B. Mushnick (Y); Abstentions: None; All in favor. Motion passes.

45.4 Groundbreaking Ceremony

Record

K. Maguire states we're progressing well with the event, having about 40 confirmed attendees, including four state representatives and senators who will be speaking. I met with Steve and Harry to finalize the setup location; we decided to place the picnic tables behind the cafeteria for the speaking and sitting area, with a short walk to the official groundbreaking across the road. The event will take place rain or shine. The 10-day forecast looks promising, but if it rains, we'll move the speaking portion to the library and hold the groundbreaking on the cement in front of the old adult entrance. We have also shared information with the press for coverage of the event.

Discussion: None

45.5 Construction Update

Record

S. Johnson provides updates.

- Maintaining the initial value of \$12,557,816, with zero change orders to date.
- Zero outstanding submittals, with only one outstanding RFI
- Received official Conservation Commission approval, which allowed us to proceed full steam ahead; tree and stump clearing, initiated the utility path, and started blasting after our town hall meeting with Main Drilling and Blasting.

- Enable the installation of utilities from Tri County Drive all the way up the utility path into the building site.
- Productive coordination meetings with National Grid regarding their work and the duct banks to be installed along the utility corridor, with plans to start installation at the end of this month or early November.
- Old PV field stockpile has been stripped and stored at the upper playing field, along with the topsoil from that area. We are also moving existing soil around, as it has proven suitable for use as fill in the lower levels.
- Nearing the end of a large stump dump removal.
- Expanded the old tennis court area to the right side of Tri County Drive, creating more space for stockpiling existing soil if needed in the future.
- From a pre-construction and architectural precast perspective, we continue to meet with our precast supplier to ensure the structural engineers receive the necessary information. The documents related to this will be released on the 16th, and these meetings have been productive, fostering good communication between the design team and our precast supplier.
- Starting enhanced constructability reviews with the design team to improve MEP coordination, aiming to create a more informed set of documents for bidding.

Next four weeks:

- Continue blasting efforts for the building pad, work on the softball field to install a new infield and backstops and proceed with soil excavation to reach the required grade for the building pad elevation.
- Start installing utilities along the utility path.
- Moving more dirt around; brainstorming session aimed at reducing the amount of material leaving the site.

45.6	<p>Design Team Update</p> <ul style="list-style-type: none"> • Project Team Weekly Meetings • Construction Manager Weekly Meetings • Design Team Weekly Coordination Meetings • Architectural Precast – Design Assist coordination with the sub-contractor. Preparing finish sample to be shared with the Design/Colors Group • Site Enabling Construction Support – reviewing shop drawings, Request for Information • Work with the Project Team on Geothermal Design (Test Well Completed) – Bid Package October 16th • 60% Construction Documents MSBA Submission – October 3rd, 2024 • Foundations and Structural Steel Bid Package – October 16th, 2024 • Meetings with the school to confirm Chapter 74 equipment and layouts – Date TBD • Meeting with DESE to review Chapter 74 spaces – required graphics distributed to the MSBA • Meeting with the Post Grad program to confirm equipment selection and layout • Meetings with the Academic Programs – completion by mid-November <p>Discussion: None</p>	Record
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45.7	<p>Request For Qualification Update</p> <ul style="list-style-type: none"> • Oct 16 – Oct 21: Approve Qualified Bidders • Oct 21 – Nov 8: Trade Contractor Bidding 	Record
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	Discussion: None	
45.8	Other Topics not Reasonably anticipated 48 hours prior to the Meeting. Discussion: None	
45.9	Public Comment: Discussion: None	Record
45.10	<u>School Building Committee Meeting:</u> School Building Committee Meeting – November 14, 2024 School Building Committee Meeting – December 12, 2024 School Building Committee Meeting – January 9, 2024 School Building Committee Meeting – February 13, 2024 School Building Committee Meeting – March 13, 2024 Discussion: None	Record
45.11	Adjourn: 4:56PM motion was made by B. Foley and seconded by J. Dowse to adjourn the meeting. Discussion: None; Roll Call Vote: D. Walsh (Y), K. Maguire (Y), B. Foley(Y), J. Dowse (Y), B. Bowen (Y), H. Takesian (Y), B. Mushnick (Y); Abstentions: All in favor. Motion passes.	Record

Sincerely,

Elias Grijalva, Assistant Project Manager

DORE + WHITTIER

Cc: Attendees, File

The above is my summation of our meeting. If you have any additions and/or corrections, please contact me for incorporation into these minutes.