

# Town of Millis

## Elementary School Building Committee

### Meeting Minutes of Monday, October 30, 2017

**Call to Order:** ESBC Chairman, Wayne Klocko, called the meeting to order at 7:04 p.m.

#### **Meeting Attendees:**

##### **Elementary School Building Committee Voting Members**

Denise Gibbons, Diane Jurmain, Wayne Klocko (Chairman), Craig Schultze, Jon Wine

##### **Elementary School Building Committee Ex-Officio Members**

Sean Doherty, John Engler, Richard Nichols, Kerri Roche

##### **Compass Project Management Representative**

Mike Berlin, Tim Bonfatti, Jeff D'Amico

##### **Tappe Architect Representative**

Matt Barnhart

##### **Additional Attendees**

Steven Agostini, Vonnie Reis

#### MSBA Process to Date & Review Comments

The Design Development (DD) Submission was submitted back in August. The MSBA has responded to the Design Development Submission and the ESBC has responded back. There were not a lot of substantive comments, the response was typical. The DD drawings are in good shape. The Committee stressed the importance of seeing those comments addressed in each round.

The ESBC Committee Chair, The Board of Selectmen Chair, and representatives from Compass Project Management met with the MSBA regarding funding and the ramifications of proposed articles 28, 29 and 30 at that will be voted on at the Town Meeting on November 6<sup>th</sup>. The MSBA, in a letter dated October 19, 2017, stated that Millis would need to reapply and restart the project with another Feasibility Study if the project is not built in the location that was submitted to them from the beginning. This would dramatically delay the project by many years and money spent to date would be lost. Additional money would need to be spent to keep the current Clyde Brown operational until another new school was approved to be built.

#### Permitting Timeline & 2 Month Look ahead

Compass Project Management distributed a calendar for November and December. (Exhibit A) MEPA said no environmental impact, so no further action is needed on that. The Board of Selectmen approved the earthwork and storm water pieces. The ESBC owes the Board of Health record set, they meet November 7<sup>th</sup>. Unless we hear ahead of time that everything is perfunctory prior to the meeting Wayne Klocko, Compass and Nitsch will attend that meeting. There is a Planning Board meeting on November 14<sup>th</sup>. The remaining issue with the Planning Board is traffic. Nitsch and BETA need to come to an agreement by next week. Ground breaking is targeted for November 20<sup>th</sup>.

A formal request to the BOS will be made to review the early site package. Pending successful votes at the Town Meeting on the November 6<sup>th</sup>, a request will be made to the Board of Selectmen to approve on November 9<sup>th</sup>. The next

# Town of Millis

## Elementary School Building Committee

### Meeting Minutes of Monday, October 30, 2017

pricing set will come out on November 17<sup>th</sup>. November 29<sup>th</sup> is the earliest opportunity to submit to the MSBA the 90% Construction Document Submission.

#### Subcontractor Qualifications

One hundred and two subcontractors pulled the RFQ, 97 of them submitted, which was a good turnout. There were an average of 4-6 contractors per division. Compass is pre-qualifying them and checking references.

#### Design & Sustainability Update

We are using the NE-CHPS (Collaborative for High Performance School) v3.1, for Clyde Brown. The current goal is to achieve 119 points for the project. In order to be CHPS Verified, 110 points (minimum required to achieve 2% MSBA reimbursement) are required.

The verification piece of CHPS may be funded out of the project budget rather than the school's budget. The School Committee would need to adopt a resolution at an upcoming meeting.

Matt Barnhart from Tappe presented slides showing a proposed historic timeline of the town on the walls of the new school. There is a list of items to be salvaged from CFB that the School Committee needs to review and give final approval on before design of the timeline and Millis history piece is completed.

#### Traffic

Since the last ESBC meeting a pocket lane has been added on 109 to allow cars to turn into the campus.

#### Town Meeting

Everyone is encouraged to attend Town Meeting on November 6<sup>th</sup> to have a vote on whether or not the school project can proceed as planned. The cost implications of not moving forward need to be recognized. Approximately \$2.5 million in costs have already been incurred on the project which would be lost. Additionally legal expenses and the cost to preserve the existing building until we could apply again would add to that amount.

#### Cost Estimate

Compass distributed a Construction Cost Summary Reconciliation (Exhibit B) document based on 60% construction documents. Two updated cost estimates were compared with the control budget from the funding agreement. The project is coming in at \$690,155 below the approved control budget before the metal roof add alternate.

#### Early Sitework GMP

Soil testing to this point has all come back clean. In order to haul material off site, the sub-contractors want to know for sure where it can go. The current assumption is that it is all clean. The Site Engineer recommends \$25,000 worth of additional testing to ensure that there aren't any surprises. This piece is included in the GMP but Compass recommends approving the additional testing as soon as possible so that the process can get started.

Agostini distributed the early site work package (Exhibit C). Due to power outages at Agostini's office today, the detail of what was included in the complete site work package was unable to be reviewed. It was recommended that the ESBC

# Town of Millis

## Elementary School Building Committee

### Meeting Minutes of Monday, October 30, 2017

meet again next Tuesday, November 7<sup>th</sup> at 6:30 p.m. to review the details of the package. The plan would be to then submit to the Selectmen for approval on November 9<sup>th</sup>.

#### Groundbreaking

With so much uncertainty surrounding the project, a date for the groundbreaking has not yet been set. We could potentially target the beginning of December. School Committee representatives will let Nancy Gustafson know that she can take the lead on this.

#### New Business

Moving forward, the ESBC meetings will be held on the second Tuesday of the month whenever possible.

#### Invoices

A bills payable schedule for Compass Project Management for project management services rendered through September 30, 2017 was reviewed.

**Jon Wine made a motion to pay Compass Project Management \$34,452.50 for services provided. The motion was seconded by Diane Jurmain and passed unanimously.**

A bills payable schedule for Tappé Architects, Inc. for design services rendered through September 30, 2017 was reviewed.

**Jon Wine made a motion to pay Tappé Architects \$307,209.60 for services provided. The motion was seconded by Diane Jurmain and passed unanimously.**

A bills payable schedule for KP Law for legal services was reviewed.

**Jon Wine made a motion to pay KP Law \$297.50 for services provided. The motion was seconded by Diane Jurmain and passed unanimously.**

A bills payable schedule for Agostini Construction for estimating fees through October 7, 2017 was reviewed.

**Jon Wine made a motion to pay Agostini Construction \$11,500.00 for services provided. The motion was seconded by Denise Gibbons and passed unanimously.**

A bills payable schedule for BETA for peer review services was reviewed.

**Jon Wine made a motion to pay BETA \$8,394.73 for services provided. The motion was seconded by Diane Jurmain and passed unanimously.**

**Town of Millis**  
**Elementary School Building Committee**  
**Meeting Minutes of Monday, October 30, 2017**

Minutes

The ESBC minutes from 9/19/17 were presented to the committee and reviewed.

**Denise Gibbons made a motion to approve the minutes of 9/19/17 as written. Diane Jurmain seconded the motion. The motion passed unanimously.**

Adjournment

Wayne Klocko made a motion to adjourn the meeting at 9:15 p.m. The motion was seconded by Denise Gibbons and passed unanimously.

Submitted by:

Kimberly Borst  
Department Assistant  
Elementary School Building Committee  
Town of Millis

The next meeting of the Elementary School Building Committee will be held on Tuesday, November 7, 2017 at 6:30 p.m.