

Town of Millis

Elementary School Building Committee

Meeting Minutes of Thursday, December 21, 2017

Call to Order: ESBC Chairman, Wayne Klocko, called the meeting to order at 7:09 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

Mike Banks, John Engler, Nancy Gustafson, Richard Nichols

Compass Project Management Representative

Tim Bonfatti, Jeff D'Amico

Tappe Architect Representative

Charlie Hay

Agostini Bacon Representatives

Julie Allen, Thomas Donatelli

Groundbreaking Update

Over 500 children participated in the Groundbreaking Ceremony for the new school along with state and local representatives and members of the community. Construction was halted while speeches were read, the High School band played and elementary school children sang. The project team, town and state officials and elementary school children had the opportunity to put shovels to the dirt to commemorate the official start of the construction of the new school.

A concern was raised that although the ceremony was videotaped, it still isn't up on the town website. Additionally, the monthly Elementary School Building Committee meetings that are being recorded are also behind in being posted. The Committee will follow up with Millis Cable in an effort to have things posted in a more timely fashion.

MSBA Update

The MSBA has been provided with all of the requirements to get the Project Funding Agreement signed and it is now working its way through their system. Jeff D'Amico will follow up with the MSBA and try to push this along as the town Treasurer is getting ready to borrow money for the project.

The MSBA attended the ground breaking and will be visiting the site monthly as the project progresses to get a firsthand look at the status of the new school.

The MSBA requires a project sign at the job site. Tappe has sent a preliminary markup of the sign and it was determined that the number of entities on the sign should be reduced to 4 – Compass, Tappe, Agostini, and the Elementary School Building Committee.

Permitting

All local permitting to date has been achieved. Water and drain lines are being installed and inspected. *(Side Note – Today at 2pm the construction crew was digging for a new waterline and nicked the existing line. The water department was called. They shut the water off and had the correct parts needed to repair. Derenzo repaired the problem using those parts and the issue was fixed within an hour.)*

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The project team had a productive meeting with BETA and town departments involved in the project.

Subcontractor Pre-Qualification

The RFQ was sent out and 96 proposals were received. These proposals were evaluated by the pre-qualification team over the course of three meetings and a final list was determined. Compass mailed out the required hard copy letters to all who submitted.

Compass and Agostini were both asked if they were comfortable with the pool of sub-contractors for each trade. The answer was yes with the caveat that there are only two for elevators, but that is how it is with every project. There are very few elevator contractors out there.

Exterior Design

Tappe presented exterior design options to the committee. Charlie Hay explained that the band stand was a source of inspiration for school exterior – primarily the roof line and brick color. He presented three exterior options with subtle differences to the Committee.

The first option is what the committee and town have seen to date on renderings for the project. Buff/grey brick at the base anchors the building to the ground with red brick on the second story to tie in with the town hall and middle/high school. The lighter buff/grey brick ties into the stone colors in the gazebo. The water table is grey, a slightly different color than the lower brick.

Option 2 is very similar except that the cafeteria and the gym would be all red brick.

Option 3 is subtly different from Option 1 – it lowers the buff/grey brick base. Hay expressed concern with this option that this eliminates the buff/grey brick along the classroom wing which won't tie it in to the Gazebo which was the original intent.

The roof in all options would be a dark grey as darker colors tend to be less visually aggressive and blend better with the surroundings.

Input from the committee on all of the design options was requested.

Rich Nichols provided input as a representative of the planning board. They feel that overall the building looks nice, is a good design, is well put together, and has a style that meets the town's proportions. The schools we currently have are very dated. They would like this building to be more timeless. The Planning Board feels that the buff brick will date the school, they would like to see more traditional red brick.

After receiving input from all present, option two was chosen as the one to move forward with. Adding more red brick to the cafeteria and gym is a good compromise and the preferred option of the Committee. Additionally the brick presented on the sample board for the buff brick was more of a neutral grey color than a yellowy buff color which made the exterior even more appealing to most.

Additional discussion brought about some amendments to Option 2. The Committee would like to see the red brick also used on the kitchen which would create a cohesive "L" shaped cap of red brick at the end of the building. Additionally, it

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was determined the porch area would be more welcoming and visually noticeable as the entrance if the waterline material was used rather than the buff/grey brick.

Diane Jurmain made a motion to approve Option 2 for the exterior of the new school as modified - with the gym, cafeteria and kitchen all in red brick and the water table material used for the porch area instead of the buff/grey brick. Craig Schultze seconded the motion and the motion passed unanimously.

Foundation & Steel Early Trade Package GMP

Agostini submitted the Early Concrete and Structural Steel Bid Package Documentation to the Committee. Both came in below budget. After extensive descoping and negotiation, they recommended Federal Concrete for the Concrete Bid Package and Beauce Atlas for the Structural Steel Bid Package. Agostini has requested that Amendment #2 be issued in the sum of \$4,984,082.00 so that they can engage both of the recommended subcontractors.

Jon Wine made a motion to recommend to the Selectmen that they approve Agostini's request for Amendment #2 in the amount of \$4,984,082.00 for Early Release Package #2 for Concrete & Structural Steel. Craig Schultze seconded the motion and the motion passed unanimously.

New Business

The question was brought up about whether or not there should be a discussion surrounding the naming of the new school – should it be called Clyde Brown or something new. The Committee felt that the ESBC had no authority in the matter and that it was an issue for the School Committee to consider.

At the job site meeting, Julie Allen presented a proposal from an arborist in the amount of \$7,184.00 to try to save an existing Oak Tree and look at doing what they can for all of the other remaining trees. Wayne Klocko gave approval to move forward with the proposal. Julie Allen to submit a change order.

Security Cameras were discussed for the job site. Live streaming video and still pictures for a time lapse are desired. The cost would be \$28,000 for the duration of the project. This was less than originally projected. Wayne Klocko gave approval to move forward with that and potentially add a third camera with a live feed to dispatch at the Police Stations.

Compass Project Management brought up the fact that Nitsch Civil Engineers submitted an additional services proposal in the amount of \$18,000 for services required due to permitting and Board of Health redundancies. The project team needs to make sure that consultants know that they do not have the authority to go over their approved budget after the fact. They need to ask for approval ahead of time if they think that there may be an issue with staying on track.

Invoices

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

Jon Wine made a motion to pay Compass Project Management \$33,360.59 for services provided. The motion was seconded by Craig Schultze and passed unanimously.

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

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Jon Wine made a motion to pay Tappé Architects \$294,304.85 for services provided. The motion was seconded by Wayne Klocko and passed unanimously.

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

Jon Wine made a motion to pay KP Law \$496.34 for services provided. The motion was seconded by Craig Schultze and passed unanimously.

A bills payable schedule for Agostini Construction for pre-construction fees through December 1, 2017 was reviewed.

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

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

Jon Wine made a motion to pay BETA \$7,848.90 for services provided. The motion was seconded by Craig Schultze and passed unanimously.

Minutes

The ESBC minutes from 11/7/17 were presented to the committee and reviewed.

Jon Wine made a motion to approve the minutes of 11/7/17 as written. Craig Schultz seconded the motion. The motion passed unanimously.

Adjournment

Wayne Klocko made a motion to adjourn the meeting at 9:52 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, January 16, 2017 at 7:00 p.m.