

**BELMONT MIDDLE AND HIGH SCHOOL BUILDING COMMITTEE**

**FINAL MEETING MINUTES**

**Friday, October 16, 2020**

**Virtual Zoom Meeting**

**8:00 AM**

DATE: November 30, 2020

TIME: 3:15 PM

**Meeting #107**

*Committee Members Virtually Attending:*

Chair Lovallo; Members, Tom Caputo, John Phelan, Mike McAllister, Bob McLaughlin, Ellen Schreiber, Emma Thurston, Steve Dorrance, Joel Mooney, Jon Marshall, Kate Bowen, Jamie Shea, Joe DeStefano, Chris Messer, Diane Miller

*From Daedalus:* Tom Gatzunis, Tony DelGreco, Justin Ferdenzi

*From Perkins+Will:* Brooke Trivas, Vital Albuquerque, Christina Strid

*From Skanska:* Mike Loring, Jim Craft

*Members Absent:* Patrice Garvin, Pat Brusch

**I. Call to Order**

The meeting was called to order at 8:00 a.m. by Chair Lovallo. He explained the remote meeting protocol, e.g., state your name before speaking, mute computers, and he explained how the Committee will vote, etc. Meeting materials will be posted on the BMHSBC website, shortly after the meeting. He also advised residents that they can click into the meeting during resident comment time by pressing #9.

Chair Lovallo took attendance via roll call and reviewed the agenda.

**II. Next Full Building Committee Meetings**

Wednesday	Nov. 18, 2020	at 8:00 a.m.	Virtual	[108]
Wednesday	Nov. 25, 2020	at 8:00 a.m.	Virtual	[109]
Friday	Dec. 11, 2020	at 8:00 a.m.	Virtual	[110]
Friday	Dec. 18, 2020	at 8:00 a.m.	Virtual	[111]

**III. Minutes of Previous Meetings**

*Mr. McLaughlin moved:* To approve the Minutes of 9/23/20.  
The motion passed unanimously, by those present at the meeting.

**IV. Update on Project Cost Events**

Mr. Ferdenzi began by summarizing the *Total Project Cost Summary* document. He reviewed the MSBA Reimbursement total and the Propay payouts to date. Mr. Gatzunis noted that the MSBA

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process is taking a bit longer as a result of the remote work situation.

The Contingency Expenditure Log (approved owners and approved construction) was then reviewed by Mr. Ferdenzi. Chair Lovallo noted that the Owner's Construction Contingency started with \$14.2M, and the balance is currently at \$12.3M, and will be at \$6.7M, after the current PCOs are submitted.

Ms. Schreiber asked about the trends on the numbers so as to see what the delta is and what might be expected in the near future. She requested to see the PCOs as well as the balances from previous months. Mr. Ferdenzi and Chair Lovallo addressed the questions she raised.

Mr. Ferdenzi then reviewed the approved, the submitted, and also the unsubmitted PCOs. Various acronyms (ASI, CCD, PR, RFI) were explained. Chair Lovallo also explained the tracking of the submittal process. MSBA's Propay system manages all of this information in one place and the Town of Belmont has access to Propay. Resolved payments were briefly discussed. Mr. Albuquerque summarized the eye washing unit change.

The items which do not have a cost assigned to them were briefly explored in response to Mr. Caputo's questions. Ms. Schreiber asked if any of these items with unassociated costs are discretionary items? Chair Lovallo provided some background information on some of the discretionary items. He noted that every single item is discussed in the weekly meetings.

Mr. Craft then discussed the CM Contingency and noted how it relates to Change Orders. The CM Contingency helps offset the adjustments in construction plans and/or missed scope. The CM Contingency of two percent is considered low. This percentage was set at two percent from the contract that was issued to Skanska in 2018.

Mr. Ferdenzi noted that certain numbers will rise as PCCOs get approved. Chair Lovallo then asked for a review of the work done that is reflected in this month's requisition. The requisitions are approved and processed once the work is completed. He stated that the project construction is 1/3 completed as of this month. He then reviewed the multi-stepped process involved for approving the submitted requisitions.

## **V. Change Order Approvals (07 and 08)**

### *Brief Technology Update*

Ms. Bowen asked the Chair to review the technological infrastructure at the new building. He provided some summary information on the technology development for the new building. He noted that the connection capability for the school is impressive, and that it came in on budget. He noted that visual display monitors will be placed throughout the building. Mr. Phelan added that Mr. Mazzola, IT Director, and the design team have worked together in choosing products and placing technological infrastructure.

### *PCCO # 07*

Chair Lovallo informed the Committee that they will need to review/approve a change order

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concerning costs related to COVID-19 for the next three months. He reviewed the details of the change order and noted that the COVID GMP contingency budget was set at \$300K for the first three months following the GMP execution. This change order is tracked separately. It is expected that there is sufficient balance in that budget for the next three months following modest spending during the past three months with no additional funding required for this period.

*Mr. Mooney moved:* To approve the Change Order #7 – COVID costs.  
The motion passed unanimously.

*PCCO # 08*

This change order includes many items and is valued at \$881,684.

Mr. Albuquerque reviewed the solar shade item and noted why the costs came in above what had been expected (\$326,564.00). The shades had to be incorporated into the curtain wall system. He also explained the cost adjustment for Fire Protection for a multi-story height (\$329,862.00). Chair Lovallo reviewed a few other of the large items.

*Mr. McLaughlin moved:* To approve the Change Order #8 valued at \$881,684.  
The motion passed unanimously.

## **VI. Treasurer's Report**

Ms. Thurston informed the Committee that the following Invoices are ready for their approval:

### ***Invoice 1: Daedalus (Construction Admin. Service Fee)***

*Mr. Mooney moved:* To approve the Invoice of \$132,000.00.  
The motion passed unanimously.

### ***Invoice 2: Daedalus (Geothermal Oversight/Inspections)***

*Mr. McLaughlin moved:* To approve the Invoice of \$14,104.00.  
The motion passed unanimously.

### ***Invoice 3: Daedalus (MacPhail geotech services)***

*Mr. Mooney moved:* To approve the Invoice of \$889.83.  
The motion passed unanimously.

### ***Invoice 4: Eagle Leasing (storage container fees)***

*Mr. Mooney moved:* To approve the Invoice of \$198.00.  
The motion passed unanimously.

### ***Invoice 5: Eagle Leasing (storage container fees)***

*Mr. Mooney moved:* To approve the Invoice of \$208.00.  
The motion passed unanimously.

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***Invoice 6: Eagle Leasing (storage container fees)***

*Mr. Mooney moved:* To approve the Invoice of \$89.00.  
The motion passed unanimously.

***Invoice 7: Lisa Gibalerio (Minutes Recording)***

*Mr. Mooney moved:* To approve the Invoice of \$927.50.  
The motion passed unanimously.

***Invoice 8: Perkins & Will (design service fees)***

*Mr. McLaughlin moved:* To approve the Invoice of \$138,322.45.  
The motion passed unanimously.

***Invoice 6: Skanska (construction bill)***

*Mr. McLaughlin moved:* To approve the Invoice of \$9,838,899.00.  
The motion passed unanimously.

***Invoice 7: UTS (third party inspections for soil, concrete, and steel)***

*Mr. Mooney moved:* To approve the Invoice of \$11,068.86.  
The motion passed unanimously.

**VII. Construction Update**

Mr. Loring provided a review of work occurring in September at the various building areas, e.g., exterior façades (A/B/C Wing). He discussed that drywall is progressing on the inside of the building, how the colder weather will impact the work, and slab placements. Permanent roads are being constructed and worker fire drills are occurring. He then reviewed roof and pool work. October work will continue with much of what began in September. Rooftop mechanical equipment will be installed in October as well as continued work on all three wings.

**VIII. Project Schedule Update**

Mr. Loring reviewed the schedule for 2020, noting that the project is back on track. There will be some acceleration in certain areas. The occupancy certificate for Phase 1 is still slated for August 2021.

Mr. Loring noted that there were four positive COVID cases among workers on the project. COVID protocols were in place to deal with the positive cases. The cases do not appear to be related to each other. He reviewed the COVID requirements that are in place. In answer to a question, Mr. Loring noted that the policies will continue to be strictly enforced as many workers move to indoor work.

**IX. Furniture Fair Update**

Ms. Trivas noted that they are wrapping up Round 2 of the furniture selection process for the FINAL

upcoming Fair. The Furniture Fair will be held in early November. She explained the process that will need to be in place to safely execute the Fair. About 150 visitors will go through the Fair and it is possible that students will not attend this year. She noted that COVID screenings will occur as people enter the Fair and sanitizer and wipes will be available throughout the venue. Data collection will occur concerning the items on display.

Chair Lovallo asked about student attendance. Ms. Trivas clarified that it is possible to have students attending. Best infection control practices will be in place. Superintendent Phelan noted that the infection control plan will need to go through the Health Department. Mr. McAllister gave a shout out to Ms. Trivas and Ms. Strid for all of their hard work on FFE.

Ms. Strid provided details on the survey that will be happening at the Furniture Fair. Mr. Phelan provided some background information on how the furniture will be selected. The *function* of the furniture as it relates to teaching and learning will be the priority. There is a finite FFE budget which will be adhered to. The FFE budget process was briefly discussed. Chair Lovallo noted that items that “fall off the list” will be kept track of. Mr. Gatzunis mentioned the MSBA consolidation meeting.

There will be another FFE update at the Nov. 25 meeting.

## **X. Orchestra Pit Decision**

Concerning the Orchestra Pit, Chair Lovallo noted that while the Pit was not in the original design, plans were executed that allowed for a Pit by the creation of a depression in the auditorium slab. He reviewed the four Pit options that have been on the table. Option 4 (the previously selected option) was to put the depression in the slab and hold off on the final decision until this meeting. Option 3 would move forward with the Pit now. Option 2 says that the Pit will be looked at again down the road.

Mr. McLaughlin stated that he would vote for Option 1 – *Do Nothing*. He noted that these are very difficult times and this item is an added frill and will be perceived as such by the community. The addition of the Pit will be used against us when the override comes up next April. Ms. Schreiber reviewed what would need to be spent with each option. Ms. Thurston stated that this is not a frill. It is a fundamental need for the Performing Arts Program. Ms. Shea agreed that this is not a frill; it’s integral to high school programming. Ms. Bowen concurred that this is integral to the school’s programming. Mr. Phelan said he supports the Pit and it will allow for auditorium flexibility in a 7-12 school. Mr. Messer asked about the operation of a Pit. Mr. Dorrance said he is concerned about having the people power to run the school (and Pit), especially once the building this committee is disbanded.

### *Public Comments:*

Mr. Matt Cubstead stated his support for the Pit and spoke to the outstanding Performing Arts program.

Ms. Cathy Meyer spoke in support of the Pit and stated how it supports SEL.

Ms. Carpenter noted that the music program has suffered in the pandemic and should be supported in the future.

Ms. Nathaniel Meyer said he is a BHS Performing Arts alumni and that he fully supports the Pit and the Performing Arts Program.

Options related to the Pit were briefly discussed by the Committee; Chair Lovallo then asked for a motion.

*Mr. Mooney moved:* To move forward with Option 3 to complete the Pit for Phase 1 as part of the project.

The motion passed with 11 in favor and 1 opposed.

#### **XI. Comments from Belmont Residents**

None.

#### **XII. New Business/Other**

None.

#### **XIII. Related Meeting Documents**

1. School Project Construction Update
2. Total Project Cost Summary
3. Project Schedule Update
4. Skanska Prime Contract Change Order Number 07
5. Skanska Prime Contract Change Order Number 08
6. Orchestra Pit Design Layout 3A Additional Options

#### **XIV. Adjournment**

The meeting ended at 10:30 a.m. by Mr. McLaughlin.

Respectfully submitted by:

Lisa Gibalerio

Approved: Christopher R. Messer      11/30/2020  
Chris Messer, Secretary      Date