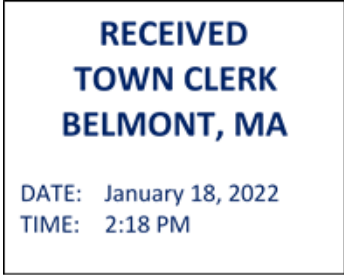


**BELMONT MIDDLE and HIGH SCHOOL BUILDING COMMITTEE**

**Final Meeting Minutes  
Wednesday, November 10, 2021  
Virtual Zoom Meeting  
8:00 AM**



**Meeting #131**

*Committee Members Virtually Attending:*

Chair Lovallo; Members Tom Caputo (left early), John Phelan, Bob McLaughlin, EmmaThurston (left early), Joel Mooney, Ellen Schreiber, Joe DeStefano (left early), Mike McAllister (left early), David Blazon, Diane Miller, Kate Bowen, Chris Messer (left early), Pat Bruschi

*From CHA:* Tom Gatzunis, Don White, Justin Ferdenzi, Sandra Saccone

*From Perkins+Will:* Brian Spangler, Vital Albuquerque, Christina Strid

*From Skanska:* Jim Craft, Paige Matthews

*Members Absent:* Patrice Garvin, Jamie Shea

**I. Call to Order**

The meeting was called to order at 8:00 a.m. by Chair Lovallo. He thanked Jeff and the Belmont Media Center for their technical support. He explained the remote meeting protocol, e.g., state your name before speaking, mute computers, and he explained how the Committee will vote via roll call, 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, reviewed the agenda, and before turning to the first item on the agenda – he showed a photo of the new *Belmont High School* sign that is now above the main entry way door.

**II. Next Building Committee Meetings**

Thursday	November 18, 2021	at 7:00 PM	Virtual	[132]
Friday	December 10, 2021	at 8:00 AM	Virtual	[133]

Chair Lovallo noted that the Committee will likely continue meeting remotely through March or April.

**III. Minutes of Previous Meetings**

*Ms. Bruschi moved:* To approve the Minutes of 10/14/21.  
The motion passed via a roll call vote of 12-0-2. (Yes: Thurston, Phelan, Bruschi Miller, Blazon, Caputo, Mooney, Bowen, Messer, McAllister, Schreiber, Lovallo; Abstaining: McLaughlin, DeStefano)

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*Mr. McLaughlin moved:* To approve the Minutes of 10/20/21, as amended.  
The motion passed via a roll call vote of 12-0-2. (Yes: Thurston, Phelan, Brusch, Blazon, Caputo, Mooney, Bowen, McLaughlin, Messer, McAllister, Schreiber, Lovallo; Abstaining: Miller, DeStefano)

#### **IV. Update on Public Open House Tours**

Superintendent Phelan began by saying that the three recent Public Open House Tours saw over 1,000 community members go through the high school. He thanked the Committee members who assisted with the tours. The next two tour dates will be in January. Chair Lovallo also thanked the Committee members as well as the students who were on hand to assist with the tours.

#### **V. Update on Project Cost Events**

Chair Lovallo jumped to the Construction Cost Summary document and explained how it relates to contingency funding (the contingency number has gotten low). Mr. Gatzunis noted that all budget items are being reviewed from top to bottom. He highlighted specific items that are currently being reviewed, the allowances in place, and he noted questions that are being asked during the review process, (for example: *Can this be done better? Is this really necessary?*). The current contingency number of \$49,000 is a little tight for comfort, he said. Chair Lovallo stated that the goal is to build the contingency fund back up. He provided more detail into the review process including an assessment of which items can be deferred or reduced. Chair Lovallo stated that a report based on this work will likely be ready in January.

Committee members commented and asked questions. Ms. Brusch and Ms. Schreiber offered to take-part in this review process. Mr. Caputo noted that as time goes by, the job of reducing and adjusting will get harder. Chair Lovallo agreed. Mr. Messer asked what the January “deliverable” will look like for this process. Chair Lovallo discussed again how potential cost exposures will be identified and possibly reduced or deferred. The Committee agreed that all “assumptions” will need to be evaluated.

Mr. Ferdenzi began with good news concerning ProPay reimbursements, which are now up to date. He provided the total MSBA reimbursement number to date. Chair Lovallo called attention to a new column called “*Builders Risk Insurance Reimbursement*”. He then discussed the Covid Care’s Act compensation and how it relates to the overall budget of \$295M. He stated that the project spending cannot exceed \$295M and that Town Meeting approves project funding allocations. Mr. McLaughlin wondered if the Covid related reimbursement funding does not need to go through Town Meeting and can be allocated by the Select Board. He will follow up on that.

Mr. Ferdenzi reviewed the owner and construction contingencies. The Owner Allowance and CM Contingency summaries were reviewed next. Chair Lovallo discussed some anticipated future cost exposures that might occur over the next two years. That list is being populated. There is a small amount of credit that is being documented, as well. Mr. Ferdenzi reviewed the PCCO log. He noted that the PCCO 27 and 28 (premium time) will be addressed today.

The Committee discussed this document and factors relating the overall budget for the middle school portion of the project.

Chair Lovallo discussed the standard outline of changes, which are getting finalized. They are tracked  
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from month to month. In answer to a question from Mr. McLaughlin, it was made clear that Perkins and Will are very much a part of these discussions alongside CHA and Skanska.

## **VI. Discussion of Pending Changes**

Chair Lovallo explained to the Committee how the design team is tracking changes and order of magnitude. This list is updated constantly. He explained the process concerning this list in more detail, noting that once the design team recognizes a potential issue, it is documented and tracked. Mr. Albuquerque added more detailed information on the list and how its items are tracked and monetized.

## **VII. Summary of Abatement Reconciliation**

Chair Lovallo deferred this agenda item until December's business meeting.

## **VIII. Change Order Approval**

### *PCCO #27*

Mr. Spangler reviewed the major cost items (over \$10,000) pertaining to Change Order #27. He briefly explained the following items: slab edge for accessible ramps that flank the auditorium, front lawn drainage, fire dampers, roof and overflow drains, steel installation for interior glass reinforcement (this item was discussed in more detail), remediate clay soils and replacing with stable soil, and lastly, chimney liner disposal.

*Mr. McLaughlin moved:* To approve Prime Contract Change Order #27, in the amount of \$225,000.00.

The motion passed unanimously via a roll call vote of 12-0-0. (Yes: Thurston, Phelan, Bruschi, Miller, Blazon, Caputo, Mooney, Bowen, McLaughlin, DeStefano, Schreiber, Lovallo)

### *PCCO #28*

Mr. Gatzunis offered information on premium time balances, related to PCCO 28. Mr. White added that there are many submissions to review related to over-time (i.e., premium pay).

*Mr. McLaughlin moved:* To approve Prime Contract Change Order #28, in the amount of \$141,688.00.

The motion passed unanimously via a roll call vote of 12-0-0. (Yes: Thurston, Phelan, Bruschi, Miller, Blazon, Caputo, Mooney, Bowen, McLaughlin, DeStefano, Schreiber, Lovallo)

### *Change Order for CCS CO*

Ms. Saccone explained that this technology request is related to the installation of sound in classrooms.

*Mr. McLaughlin moved:* To approve the CCS CO, in the amount of \$3,220.00.

The motion passed unanimously via a roll call vote of 12-0-0. (Yes: Thurston, Phelan, Bruschi, Miller, Blazon, Caputo, Mooney, Bowen, McLaughlin, DeStefano, Schreiber, Lovallo)

### *Purchase Order for Boston Kiln*

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Ms. Saccone noted that this PO is to cover the expense for moving, dismantling, and then re-installing the kiln.

*Mr. McLaughlin moved:* To approve PO Boston Kiln, in the amount of \$2,235.00. The motion passed unanimously via a roll call vote of 11-0-0. (Yes: Phelan, Bruschi, Miller, Blazon, Caputo, Mooney, Bowen, McLaughlin, DeStefano, Schreiber, Lovallo)

## **IX. Retainage Release**

Mr. White noted that five percent retainage is held each month for the contractors. Discussion has occurred for reducing this retainage amount for Phase 1 work. He discussed how the retainage is monetized. He also explained the proposal to reduce the percentage down from five to 2.5 percent. However, for Phase 2, a 5 percent retainage will be held.

## **X. Update and Approval of Bid Package 7 for FF&E**

Ms. Strid reviewed the FF&E budget summary, the purchase order packages (today Bid Package 7 will be voted), and the updated contingency number. She summarized the individual items needing approval in Bid Package 7:

- 7A Creative Office Pavillion
- 7B Creative Office Pavillion
- 7C Clean and Safe
- 7D Theatrix
- 7E WB Mason

*Mr. McLaughlin moved:* To approve the FF&E Package 7A in the amount of \$1,274.00. The motion passed unanimously via a roll call vote of 9-0-0. (Yes: Bruschi, Miller, Blazon, Caputo, Mooney, Bowen, McLaughlin, Schreiber, Lovallo)

*Mr. McLaughlin moved:* To approve the FF&E Package 7B in the amount of \$700.00. The motion passed unanimously via a roll call vote of 9-0-0. (Yes: Bruschi, Miller, Blazon, Caputo, Mooney, Bowen, McLaughlin, Schreiber, Lovallo)

*McLaughlin moved:* To approve the FF&E Package 7C in the amount of \$9,256.10. The motion passed unanimously via a roll call vote of 9-0-0. (Yes: Bruschi, Miller, Blazon, Caputo, Mooney, Bowen, McLaughlin, Schreiber, Lovallo)

*Mr. McLaughlin moved:* To approve the FF&E Package 7D in the amount of \$3,052.00. The motion passed unanimously via a roll call vote of 9-0-0. (Yes: Bruschi, Miller, Blazon, Caputo, Mooney, Bowen, McLaughlin, Schreiber, Lovallo)

*Mr. McLaughlin moved:* To approve the FF&E Package 7E in the amount of \$1,124.97. The motion passed unanimously via a roll call vote of 9-0-0. (Yes: Bruschi, Miller, Blazon, Caputo, Mooney, Bowen, McLaughlin, Schreiber, Lovallo)

## **XI. Treasurer's Report/Update**

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Chair Lovallo informed the Committee that the following Invoices are ready for their approval:

***Invoice 1: AET Labs (technology)***

*Mr. McLaughlin moved:* To approve the Invoice of \$7,493.00.  
The motion passed unanimously via a roll call vote of 9-0-0. (Yes: Bruschi, Miller, Blazon, Caputo, Mooney, Bowen, McLaughlin, Schreiber, Lovallo)

***Invoice 2: AET Labs (technology)***

*Mr. McLaughlin moved:* To approve the Invoice of \$3,244.50.  
The motion passed unanimously via a roll call vote of 9-0-0. (Yes: Bruschi, Miller, Blazon, Caputo, Mooney, Bowen, McLaughlin, Schreiber, Lovallo)

***Invoice 3: AET Labs (technology)***

*Mr. McLaughlin moved:* To approve the Invoice of \$9,226.00.  
The motion passed unanimously via a roll call vote of 9-0-0. (Yes: Bruschi, Miller, Blazon, Caputo, Mooney, Bowen, McLaughlin, Schreiber, Lovallo)

***Invoice 4: Anderson and Kreiger (legal services pertaining to insurance discussions)***

*Mr. McLaughlin moved:* To approve the Invoice of \$1,222.00.  
The motion passed unanimously via a roll call vote of 9-0-0. (Yes: Bruschi, Miller, Blazon, Caputo, Mooney, Bowen, McLaughlin, Schreiber, Lovallo)

***Invoice 5: Country Club Enterprise (electric utility cart)***

*Mr. McLaughlin moved:* To approve the Invoice of \$11,775.00.  
The motion passed unanimously via a roll call vote of 9-0-0. (Yes: Bruschi, Miller, Blazon, Caputo, Mooney, Bowen, McLaughlin, Schreiber, Lovallo)

***Invoice 6: CCS Presentation Systems (technology)***

Ms. Saccone explained that this is for added time for the technology team.

*Mr. McLaughlin moved:* To approve the Invoice of \$24,807.50.  
The motion passed unanimously via a roll call vote of 10-0-0. (Yes: Phelan, Bruschi, Miller, Blazon, Caputo, Mooney, Bowen, McLaughlin, Schreiber, Lovallo)

***Invoice 7: CHA (monthly draw and a MacPhail invoice)***

*Mr. McLaughlin moved:* To approve the Invoice of \$135,694.02.  
The motion passed unanimously via a roll call vote of 10-0-0. (Yes: Phelan, Bruschi, Miller, Blazon, Caputo, Mooney, Bowen, McLaughlin, Schreiber, Lovallo)

***Invoice 8: Town of Belmont Facilities Department (Clean and Safe)***

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*Mr. McLaughlin moved:* To approve the Invoice of \$9,369.66.  
The motion passed unanimously via a roll call vote of 10-0-0. (Yes: Phelan, Bruschi, Miller, Blazon, Caputo, Mooney, Bowen, McLaughlin, Schreiber, Livallo)

***Invoice 9: Construction Risk Partners (insurance carrier for builder's risk )***

*Mr. McLaughlin moved:* To approve the Invoice of \$9,301.00.  
The motion passed unanimously via a roll call vote of 10-0-0. (Yes: Phelan, Bruschi, Miller, Blazon, Caputo, Mooney, Bowen, McLaughlin, Schreiber, Livallo)

***Invoice 10: Creative Office Pavillion (furniture)***

*Mr. McLaughlin moved:* To approve the Invoice of \$7,449.16.  
The motion passed unanimously via a roll call vote of 10-0-0. (Yes: Phelan, Bruschi, Miller, Blazon, Caputo, Mooney, Bowen, McLaughlin, Schreiber, Livallo)

***Invoice 11: Creative Office Pavillion (furniture)***

*Mr. McLaughlin moved:* To approve the Invoice of \$33,470.08.  
The motion passed unanimously via a roll call vote of 10-0-0. (Yes: Phelan, Bruschi, Miller, Blazon, Caputo, Mooney, Bowen, McLaughlin, Schreiber, Livallo)

***Invoice 12: Creative Office Pavillion (furniture)***

*Mr. McLaughlin moved:* To approve the Invoice of \$6,688.11.  
The motion passed unanimously via a roll call vote of 10-0-0. (Yes: Phelan, Bruschi, Miller, Blazon, Caputo, Mooney, Bowen, McLaughlin, Schreiber, Livallo)

***Invoice 13: Lisa Gibalerio (Minutes Recording)***

*Mr. McLaughlin moved:* To approve the Invoice of \$1,102.50.  
The motion passed unanimously via a roll call vote of 10-0-0. (Yes: Phelan, Bruschi, Miller, Blazon, Caputo, Mooney, Bowen, McLaughlin, Schreiber, Livallo)

***Invoice 14: Perkins and Will (monthly draw)***

*Mr. McLaughlin moved:* To approve the Invoice for Perkins and Will in the amount of \$109,263.60.  
The motion passed unanimously via a roll call vote of 10-0-0. (Yes: Phelan, Bruschi, Miller, Blazon, Caputo, Mooney, Bowen, McLaughlin, Schreiber, Livallo)

***Invoice 15: NEC (technology)***

*Mr. McLaughlin moved:* To approve the Invoice of \$25,098.82.  
The motion passed unanimously via a roll call vote of 10-0-0. (Yes: Phelan, Bruschi, Miller, Blazon, Caputo, Mooney, Bowen, McLaughlin, Schreiber, Livallo)

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***Invoice 16: Skanska (Pay Application #34 for October)***

*Mr. McLaughlin moved:* To approve the Invoice of \$7,016,693.00.  
The motion passed unanimously via a roll call vote of 10-0-0. (Yes: Phelan, Bruschi, Miller, Blazon, Caputo, Mooney, Bowen, McLaughlin, Schreiber, Lovallo)

***Invoice 17: Theatrix (theater equipment)***

*Mr. McLaughlin moved:* To approve the Invoice of \$14,976.00.  
The motion passed unanimously via a roll call vote of 10-0-0. (Yes: Phelan, Bruschi, Miller, Blazon, Caputo, Mooney, Bowen, McLaughlin, Schreiber, Lovallo)

***Invoice 18: Theatrix (theater equipment)***

*Mr. McLaughlin moved:* To approve the Invoice of \$7,020.30.  
The motion passed unanimously via a roll call vote of 10-0-0. (Yes: Phelan, Bruschi, Miller, Blazon, Caputo, Mooney, Bowen, McLaughlin, Schreiber, Lovallo)

***Invoice 19: UTS (testing services)***

*Mr. McLaughlin moved:* To approve the Invoice of \$515.00.  
The motion passed unanimously via a roll call vote of 10-0-0. (Yes: Phelan, Bruschi, Miller, Blazon, Caputo, Mooney, Bowen, McLaughlin, Schreiber, Lovallo)

***Invoice 20: Valley Communications (technology for phones)***

*Mr. McLaughlin moved:* To approve the Invoice of \$1,576.20.  
The motion passed unanimously via a roll call vote of 10-0-0. (Yes: Phelan, Bruschi, Miller, Blazon, Caputo, Mooney, Bowen, McLaughlin, Schreiber, Lovallo)

**XII. Construction Update**

Ms. Matthews provided a construction update. The pool and auditorium (Phase 1 items) were completed recently. She noted work completed for Phase 2 in October, e.g., concrete efforts, pile driving, underground utilities, etc. She reviewed the work that is currently occurring in November.

She discussed several “progress photos” which showed areas that are in progress and near completion, including the middle school areas, underground drainage, overhead work, the completed auditorium, and the black box.

**XIII. Project Schedule Update**

Ms. Matthews discussed the project schedule. She noted that pile installation, concrete, and steel erection are upcoming.

**XIV. COVID-19 Cost Reimbursement**

Mr. McLaughlin noted that the Covid reimbursement balance is at \$86,775. Chair Lovallo requested FINAL

that Mr. McLaughlin pursue recovering this reimbursement balance by continuing discussions with the Town Administrator's office.

#### **XV. Comments from Belmont Residents**

Superintendent Phelan gave a shout out to Lisa for her work on behalf of the youth of Belmont in her Program Coordinator role on the Belmont Wellness Coalition.

Mr. Kopperl spoke to potential cost savings on including solar energy for this school project. Chair Lovallo said that he expects this to be discussed early next year.

#### **XVI. New Business/Other**

None.

#### **XVII. Related Meeting Documents**

1. School Project Construction Update
2. Total Project Cost Summary
3. Project Schedule Update
4. Skanska Prime Contract Change Orders (27 and 28)
5. Perkins and Will Pending Changes
6. Project Technology Cost Summary
7. Covid 19 Cost Summary
8. Bid Package 7 for FF&E
9. CHA Construction Retainage

#### **XVIII. Adjournment**

The Chair ended the meeting at 10:16 a.m., following a motion made by Mr. McLaughlin.

Respectfully submitted by:

Lisa Gibalerio

Approved: CRM 1/16/2022  
Chris Messer, Secretary Date

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