

BELMONT MIDDLE and HIGH SCHOOL BUILDING COMMITTEE

**Final Meeting Minutes
Thursday, February 9, 2023
Virtual Zoom Meeting
8:00 AM**

**RECEIVED
TOWN CLERK
BELMONT, MA**

DATE: March 23, 2023

TIME: 9:32 AM

Meeting #155

Committee Members Virtually Attending:

Chair Lovallo; Members, John Phalen, Pat Bruschi, Tom Caputo, Bob McLaughlin, Joel Mooney, Kate Bowen, Mike McAllister, Chris Messer, Joe DeStefano, Jamie Shea

Absent Members: Emma Thurston, Dave Blazon, Diane Miller, Patrice Garvin

(Committee members who left the meeting early: Caputo, Shea, DeStefano)

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

From Perkins+Will: Vital Albuquerque, Brian Spangler, Christina Mulligan

From Skanska: Mike Morrison, Jim Craft

Others in attendance: Karla Koza School Department Director of Reconfiguration Transition

I. Call to Order

The meeting was called to order at 8:00 a.m. by Chair Lovallo. He thanked Matt and the Belmont Media Center for their technical support. He explained the remote meeting protocol, e.g., votes will be taken via roll call, state your name before speaking, mute computers, etc. Meeting materials were sent out this week and those 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 or by “raising” the hand icon.

Chair Lovallo took attendance via roll call and noted that this week’s materials came out late and perhaps approval of meeting Minutes should be moved to the next meeting. The Committee agreed. Chair Lovallo explained why the meeting materials arrived late; it has to do with the financial reports that come out at the end of the month. Going forward, Committee business meetings will be held later in the month. He then reviewed agenda item II, which outlines the upcoming meetings. He next reviewed the remaining agenda items.

II. Next Building Committee Meetings

Thursday	Mar. 16, 2023	at 8:00 AM	Virtual	[156]
Thursday	Apr. 13, 2023	at 8:00 AM	Virtual	[157]

III. Minutes of Previous Meetings: Review and Approve (postponed until the March meeting)

FINAL

IV. OPM, Designer and Construction Manager Updates

Mr. DelGreco provided the OPM updates, e.g., aspects of the project are finishing up, PV submittal is ongoing, and the team is planning the vacation weeks' work schedule (both Feb. and April).

Mr. Spangler provided the Perkins and Will updates, e.g., Phase 1 issues are being dealt with, they are gearing up for the Phase 2 punch-list, and onsite work continues.

Mr. Morrison provided the Skanska updates, e.g., finishing floors, creating punch-lists, finishing work in F building, and zeroing in on closeout procedures (i.e., the end of project paperwork, etc.).

Chair Lovallo noted that there are 22 weeks remaining in the project. He suggested an April building tour, perhaps around 5:00 PM. He will get back to the Committee with a specific date.

V. Project Schedule Update

Mr. Morrison noted that the team is on track for April and punch-list items will help prepare the building for move-in. Spaces are getting completed (and the classroom doors are closed once the rooms are completed). PV is on track and they are focusing on delivery dates. Ceiling and flooring installations remain a challenge to execute, but the issue is being worked through. Mr. Morrison then discussed the work relating to the Phase 1 and 2 splice areas. Mr. Gatzunis added that safety was a top priority, and it was in the best interest of everyone to do the splice work over the summer (which had been the original plan).

Chair Lovallo summarized that the schedule is on track for July 21, 2023, for substantial completion. There will be some aggressive work occurring this summer (of the splice work). He and Mr. Gatzunis thanked those who have been helpful in the process (e.g., Karla Koza, Isaac Taylor, Sarah Winn, and Superintendent Phelan).

Committee members asked clarifying questions, specifically relating to the punch-list.

VI. Update on Project Cost Events

Mr. White provided a brief project cost update. He reviewed the Contingency Expenditure Log, the Allowance and Contingency Summary, the Owner's Cost Contingency Utilization, and the Construction Contingency documents. Chair Lovallo explained some of the *projected cost number* totals. He then reviewed the total bills issued to date, noting that 91 percent of anticipated taxpayer burden has been paid and the project is still on budget.

Mr. White summarized the Approved Owner's Cost Contingency; there are no changes from last month. He discussed the anticipated and potential costs to the GMP as well as GMP revised projected cost adjustments, through last month's PCCO (#46). He summarized other PCOs that are under review, noting that #47 will be reviewed today. The "unknown unknowns" are becoming more clear, but additional work needs to be done in this area. Chair Lovallo added that the splice work is contributing to the unknowns.

Mr. White next reviewed the Allowances and Contingency summary document. He noted where
FINAL

numbers need to be adjusted. He discussed the projected GMP amount, the alternate funding sources (e.g., Cares Act, PV funding, builder's insurance) – and the impact of the alternate funding sources on the GMP. Chair Lovallo provided additional details on the GMP projection, specifically on the \$97,780.00 contingency number.

Committee members asked clarifying questions, specifically focused on the \$97,780.00 contingency number, which seems low, and therefore concerning. Mr. Caputo asked for contingency updates and noted that perhaps a financial meeting should be scheduled prior to the next business meeting (scheduled for March 16). Mr. McLaughlin agreed that meeting earlier to discuss financials makes sense. Ms. Bowen also agreed. Chair Lovallo said he will look into scheduling a financial meeting in early March.

Next, Mr. White summarized Skanska's pay application #49 (\$3,712,881.00), through January 31.

VII. Discussion of Pending Changes

Mr. Spangler reviewed the Pending Document Revisions Log, noting that there are no big items on the list. Chair Lovallo thanked several people for their work on the campus signage.

VIII. Review of Pending Change Orders

Mr. DelGreco provided information on the following PCOs:

- PCO 850 walls, soffit, and ceiling changes with MEP coordination
- PCO 851 electrical fixtures at expansion joints
- PCO 853 egress landing railings

IX. Prime Contract Change Order Approval #47

Chair Lovallo noted that PCCO #47 is for \$101,482.00.

Mr. Spangler reviewed some of the larger items on this PCCO, e.g., slotted channel framing credit, existing underground waterline, temporary PA system, adding an opener to increase door accessibility, middle school media center shelving revisions, alarm devices, added exit signage, roof flashing at Area D, and modification of bookshelf supports.

Committee members asked clarifying questions, specifically relating to the added exit signage and the temp PA system. Mr. Gatzunis and Mr. Spangler offered additional details and information on these line items.

Mr. McLaughlin moved: To approve PCCO #47, in the amount of \$101,482.00, as noted above.

The motion passed unanimously via a roll call vote of 9-0-0. (Yes: Phelan, Bruschi, Caputo, Mooney, Bowen, McLaughlin, Messer, McAllister, Lovallo)

X. Approval of FF&E Vendor Purchase Order

FINAL

Ms. Mulligan reviewed the FF&E budget summary document. She explained the bid process for Package 12 as well as the items in the package. She reviewed the actual costs and the anticipated (estimated) costs. The numbers will vary slightly because of the estimated costs. She reviewed the public bid and state bid process.

Chair Lovallo clarified the following two motions:

Mr. McLaughlin moved: To approve the FF&E bid package 12A: WB Mason, in the amount of \$4,032.18.

The motion passed unanimously via a roll call vote of 9-0-0. (Yes: Phelan, Brusch, Caputo, Mooney, Bowen, McLaughlin, Messer, McAllister, Lovallo)

Mr. McLaughlin moved: To approve FF&E bid package B-F: Hertz Furniture Systems, in the amount of \$49,353.14

The motion passed unanimously via a roll call vote of 9-0-0. (Yes: Phelan, Brusch, Caputo, Mooney, Bowen, McLaughlin, Messer, McAllister, Lovallo)

XI. Treasurer's Report/Update

Mr. McAllister informed the Committee that the following Invoices are ready for their approval:

First Grouping: Vendor Services

- | | | |
|-----------------------------------|--------------------|------------------------------|
| • Belmont Facilities Dept. | \$49,085.93 | (Belmont Light utility bill) |
| • NEC | \$14,248.02 | (Phase 2 IT phones) |
| • UTS | \$6,438.50 | (Jan. testing services) |

Mr. McLaughlin moved: To approve the above three *Vendor Service* Invoices.

The motion passed unanimously via a roll call vote of 8-0-0. (Yes: Phelan, Brusch, Mooney, Bowen, McLaughlin, Messer, McAllister, Lovallo)

Second Grouping: Design Professionals

- | | | |
|--|---------------------|-----------------------|
| • Anderson & Kreiger | \$483.00 | (legal consulting PV) |
| • CHA (monthly draw) | \$132,000.00 | (monthly draw) |
| • Perkins and Will (monthly draw) | \$101,558.00 | (monthly draw) |

Mr. McLaughlin moved: To approve the above three *Design Professional* Invoices.

The motion passed unanimously via a roll call vote of 8-0-0. (Yes: Phelan, Brusch, Mooney, Bowen, McLaughlin, Messer, McAllister, Lovallo)

Third Grouping: Contractor Invoice

- | | |
|--|-----------------------|
| • Skanska (Pay Application #49) | \$3,712,881.00 |
|--|-----------------------|

Mr. McLaughlin moved: To approve the above Invoice, Skanska Pay Application #49.

The motion passed unanimously via a roll call vote of 8-0-0. (Yes: Phelan, Brusch, Mooney,

FINAL

Bowen, McLaughlin, Messer, McAllister, Lovallo)

XII. Construction Update

Mr. Morrison provided a brief construction update for work completed in January. He discussed details of both exterior and interior work, e.g., casework, flooring, wall/floor tiles, overhead plumbing and electrical work. He discussed work that will continue throughout February: continued casework, commissioning and balancing, etc.

He showed several progress photos from the site and discussed the work that is being done.

XIII. Comments from Belmont Residents

Mr. Iler, School Street, expressed concern regarding the contingency number and the resulting accountability. Chair Lovallo provided clarifying information on both the numbers and the accountability concerns expressed by Mr. Iler.

Ms. Pargoli expressed concern about the numbers and lack of transparency. She suggested an evening meeting so that more residents could tune in. Chair Lovallo agreed to consider scheduling an evening meeting at some point soon.

XIV. New Business/Other

None.

XV. Related Meeting Documents

1. Total Project Cost Summary
2. OPM, Designer, CM Updates
3. Perkins & Will: Pending Document Revisions Log
4. Skanska PCO documents #850, 851, 853
5. Prime Contract Change Order #47
6. FF&E bid packages 12 A- F (Perkins and Will)
7. Middle and High School Project Construction Update
8. Project Schedule Update

XVI. End

The Chair ended the meeting at 9:54 a.m., following a motion made by Mr. McLaughlin.

Respectfully submitted by:

Lisa Gibalerio

Approved:

Chris Messer, Secretary

Date

FINAL

