

Caleb Dustin Hunking School – Haverhill, MA

Meeting Minutes

<u>School Building Committee</u> (SBC)	Date:	February 16, 2016
	Location:	Shawmut Construction Trailer, Hunking Construction Site

Attendees:

Name	Assoc.	Present	Name	Assoc.	Present
<u>School Building Committee (Voting):</u>			<u>Joslin Lesser + Assocs/NV5.(JLA/NV5)</u>		
Mayor James J. Fiorentini	SBC	N	Bill Cuniff	JLA	Y
Superintendent James F. Scully	SBC	Y	Jeffery Luxenberg	JLA	N
Francis Bevilacqua	SBC	Y	Adam Sniegocki	JLA	Y
Susan Danehy	SBC	N	William Shaw	JLA	N
Jonathan Goldfield	SBC	Y			
Orlando Pacheco	SBC	Y	<u>JCJ Architecture (JCJ)</u>		
Michael Peugh	SBC	Y	James LaPosta	JCJ	N
Robert Scatamacchia	SBC	Y	Doug Roberts	JCJ	Y
Gail Sullivan	SBC	N	Dan Ruiz	JCJ	N
Ernest DiBurro	SBC	Y	Jim Hoagland	JCJ	N
Colin LePage	SBC	Y	Katy Lillich	JCJ	Y
Chuck Benevento	SBC	Y			
<u>School Building Committee (Non-Voting):</u>			<u>Shawmut Design & Construction (SDC)</u>		
Thomas Geary	SBC	Y	John Hartshorn	SDC	N
Principal Jared Fulgoni	SBC	Y	Bob Joubert	SDC	Y
			Joe Pollock	SDC	Y
			Lauren Slaven	SDC	Y
<u>Haverhill Public Schools (HPS)</u>			Andrew LaRosa	SDC	Y
Beverly Woodhouse	HPS	N	<u>Public:</u>		
Beverly Cassano	HPS	Y			
Kathleen Smith	HPS	N			
Julie Kukenberger	HPS	N			

Superintendent Scully called the meeting to order.

1. Approval of Meeting Minutes from January 26, 2016 SBC Meeting:

MOTION: made by Mr. DiBurro, seconded by Mr. Goldfield and approved unanimously, to approve the January 26, 2016 meeting minutes.

2. Construction Schedule Update:

JLA summarized the progress made since the January 26, 2016 SBC meeting. The project is currently on schedule and under budget; construction is approximately 42% complete. Shawmut and the school district have worked together to maintain safe site conditions during snow events. Exterior masonry is complete, and the roof, which is now weather tight, will be receiving HVAC roof top units. Interior work continues, including the installation of the steel stairs in four locations. With the building weather tight, the temporary heat has allowed temperature sensitive interior work, such as fireproofing and intumescent painting, to continue. Along with in interior fit-out of Area-A, window system installation and testing have been going well. John Turner Consulting, the independent testing agency (ITA) has been onsite reviewing quality assurance and control. Along with the ITA's work, commissioning coordination meetings will be starting this month. Also, furniture, fixture and equipment (FFE) meetings between JCJ and the district will be commencing.

The project executive budget summary, which was included in the meeting packet, was discussed. JLA/NV5 reviewed the budget line items, noting the original budget vs. the recently executed PFA budget amendment, between the City and the MSBA. The estimate and GMP came in under the MSBA approved construction budget, and the savings are allocated to construction contingency in the PFA amendment. It was also recollected to the SBC that, while the overall project may track below the total approved budget, because the MSBA grant reimbursement program is based upon budget dollars spent on reimbursable/eligible costs, it is important to keep in mind the District share of the overall project costs, and JLA/NV5 will update the SBC on a monthly basis in this regard. The building permit fee of \$300,000 was also discussed, as it was indicated in the summary that permit fees were not part of the original budget. JLA/NV5 noted that, in their experience, it is common practice for municipalities to waive building permit fees, but that the Hunking fees were discussed and added as a result of a building committee meeting. The SBC asked JLA/NV5 to locate the SBC meeting minutes where the fee was discussed and that it was possibly stipulated in the contract or RFP. JLA/NV5 agreed to do this for the next SBC meeting.

3. Invoice Approval:

MOTION: made by Mr. Pacheco, seconded by Mr. Bevilacqua and approved unanimously, to authorize the following payment to JLA/NV5 for services rendered for the month of January 2016:

- Invoice #34 for OPM Construction Administration Services performed in January 2016 for the amount of \$47,500.00 by JLA/NV5

MOTION: made by Mr. Bevilacqua, seconded by Mr. Peugh and approved unanimously, to authorize the following payment to JCJ for services rendered for the month of January 2016:

- Invoice #20 for A/E Designer Construction Administration performed for January 2016 in the amount of \$43,736.92 by JCJ Architecture.

MOTION: made Mr. Scatamacchia, seconded by Mr. Pacheco and approved unanimously, to authorize the following payment to JTC for services rendered for the months of July, August, September and December 2015:

- Invoice #1510040-03 for Testing Services in July 2015 for the amount of \$5,956.00 by JTC.
- Invoice #1510040-05 for Testing Services in August 2015 for the amount of \$8,332.00 by JTC.
- Invoice #1510040-07 for Testing Services in September 2015 for the amount of \$5,568.25 by JTC.
- Invoice #1510040-12 for Testing Services in December 2015 for the amount of \$8,881.00 by JTC.

MOTION: made by Mr. Pacheco, seconded by Mr. Scatamacchia and approved unanimously, to authorize the following payment to SDC for services rendered for the month of January 2015:

- Invoice #9 for CM Construction Services for Construction Services in January 2015 for the amount of \$2,907,589.13 by SDC.

Mr. DiBurro asked at this point if any contractors were complete yet and if so would there be a final release provided. SDC indicated that no contractors have completed work onsite yet but when they do a final release would be provide to the SBC.

4. Design Amendment #13 Approval:

JLA/NV5 reintroduced the maintenance building design amendment for approval. The project budget included an allowance of \$ 300,000 to construct the maintenance building. After review with the District, it became apparent that the original budget would be insufficient to fund the required facility. Three options were explored in order to realize the most economical solution. Option #1 consisted of a 2-bay garage, storage space and a bathroom. Option #2 consisted of a 2-bay garage and a storage space. Option #3 consisted of only the 2-bay garage. All options included the dumpster pad and enclosure, which was moved from its proposed location behind the school, in order to minimize the construction impact on a direct abutter. Superintendent Scully explained that Option #2, with an approximate area of 1,500 SF was seen as the most economical. The garage would add longevity to the school district's landscaping equipment, and provide storage for the additional seating needed to use the gym/cafeteria area for public events. It was also pointed out by Superintendent Scully that these storage options were eliminated from the original design for cost savings and can be revisited now that there are some savings, with the project tracking under budget. JLA/NV5 asked the board for a motion to approve both the design amendment for JCJ and also the construction change, CR-061, for SDC.

Discussion by the SBC followed the option presentation. Concerns were raised that the price per square foot of this building was almost \$400 (double the education space), and that more time should be taken on the design to possibly look at a separate bid for this portion of the project. The SBC was informed by JLA/NV5 that while removing the maintenance building from the project was certainly the right of the City, their advice was to keep the building as part of the project, in order to minimize extra design, bidding and construction costs, along with the associated impact to existing construction/logistics that would occur. Furthermore, Superintendent Scully had also promised the student's parents that once the building was complete, there would be no more construction on the site, thereby making an additional construction project out of the question. A point was also made, that the schedule in which to complete design and construction for the summer of 2016 was closing quickly, and that without action by the board, the opportunity would be missed. The board agreed that the building was

needed, but the price was too high for the size of the structure. Superintendent Scully suggested that the board move forward with a not to exceed additional cost of \$200,000 for CR-061, so that the process can move forward. This change order would bring the estimated total construction cost of the maintenance building to \$ 500,000.

MOTION: made by Mr. DiBurro, seconded by Mr. Scatamacchia and approved with 8 votes FOR and 1 AGAINST from Mr. Goldfield, to authorize the following:

- JCJ Design Amendment #13 for \$27,390.00 to design maintenance building.
- SDC CR-061 with a “not to exceed budget” of an additional \$200,000.00 to construct the maintenance building, bringing the estimated total cost to \$ 500,000.

5. Change Order Approval:

- CR-005 (Change Order): \$38,763.00 to provide additional steel and roof screens for revised RTU 4 & 10 dimensions.

MOTION: made by Mr. Goldfield, seconded by Mr. Bevilacqua and approved unanimously to authorize the Construction Contingency use of \$38,763.00. A change order and BRR will be presented to the mayor for signature.

- CR-008 (Change Order): \$4,253.00 to add an additional door in storage room A-125 for an alternate access/egress point.

MOTION: made by Mr. Goldfield, seconded by Mr. Pacheco and approved unanimously to authorize the Construction Contingency use of \$4,253.00. A change order and BRR will be presented to the mayor for signature.

- CR-010 (Change Order): \$5,065.00 to adjust the ceiling height adjacent to some exterior windows to accommodate for already installed mechanical and electrical systems.

MOTION: made by Mr. Goldfield, seconded by Mr. DiBurro and approved unanimously to authorize the Construction Contingency use of \$5,065.00. A change order and BRR will be presented to the mayor for signature.

- CR-056 (Change Order): \$104,599.00 to construct a guard house at the school driveway entrance for additional security and traffic control.

MOTION: made by Mr. Scatamacchia, seconded by Mr. Pacheco and approved unanimously to authorize the Construction Contingency use of \$104,599.00. A change order and BRR will be presented to the mayor for signature.

- CR-058 (Change Order): \$109,158.00 to furnish and install an Active Shooter system.

MOTION: made by Mr. LePage, seconded by Mr. DiBurro and approved unanimously to authorize the Construction Contingency use of \$109,158.00. A change order and BRR will be presented to the mayor for signature.

- CR-070 (Change Order): \$88,128.00 to add adaptable technology infrastructure to 70 classroom locations.

MOTION: made by Mr. DiBurro, seconded by Mr. Benevento and approved unanimously to authorize the Construction Contingency use of \$88,128.00. A change order and BRR will be presented to the mayor for signature.

6. Public Comment:

- There was no public comment

7. Other Business:

- SDC presented the SBC with a virtual tour of school using their MEP model software. As the tour progressed JCJ commented on several design aspects for the SBC, including the use of natural light in the classrooms, the ample exhibition space provided throughout the building, and the use of open space for project and team work. It was also noted that there are screens in common areas for announcements, a sound system in each classroom for instruction and the elimination of unnecessary casework for cost savings throughout the building.

8. Upcoming Meetings:

MOTION made by Mr. DiBurro, seconded by Mr. Benevento and approved unanimously to schedule the next School Building Committee meeting to be on March 22, 2016 at the Shawmut construction trailer at the Hunking building site at 8:30 AM.

9. Meeting Adjourned:

MOTION made and seconded and approved unanimously to adjourn the meeting.

Prepared by: Adam M. Sniegocki, Joslin, Lesser + Associates/NV5

-End of Minutes-