

West Elementary & Shawsheen Preschool Building Committee Minutes
Wednesday, June 21, 2023 – 7:00PM – via Web Ex

Participating

Voting Members: Chair-Joel Blumstein, Andrew Flanagan, Susan McCready, Liz Roos, Janet Nicosia, Jennifer Hunt, Patrick Lawlor

Non-Voting Members: Tracey Spruce; Mark Johnson, Esq., Keith Taverna, Amrata Kirpalani

PMA Consultants: Brian Abdow, Karina Pena, Brian DeFilippis, Kevin Weeks

CM at Risk Contractor: Michael Marcella

Others: Nicole Kieser, Steve Fink

West Elementary School Building Committee Chair (SBC), Joel Blumstein, opened the meeting at 7:00 PM. The meeting was held via Web Ex. The Chair welcomed everyone to the meeting and he reminded anyone who wanted to send in comments should send them to Scremote@andoverma.us.

The Chair told the SBC members that Ms. Heather Eigen would be leaving the district. As she is a voting member, the discussion was whether we would replace her with someone else. The Chair inclination was not to replace Ms. Eigen on the Building Committee given how far the project has progressed. Ms. McCready said if someone from the Special Education department, which was Ms. Eigen's expertise, is needed, then the SBC could request a person to consult with from the West Elementary Principal.

Approval of Minutes. Vote Expected

Minutes of April 26 and May 16, 2023

Mr. Blumstein asked for a motion to approve.

Ms. Roos moved that the West Elementary School Building Committee vote to approve the minutes from the April 26 and May 16, 2023 meetings. The motion was seconded by Ms. McCready and voted to approve on a 7-0 vote.

Approval of Invoices. Votes Expected.

Ms. Hunt moved that the West Elementary School Building committee vote to approve the PMA Invoice #04303-49 from May 1, 2023 to May 31, 2023 in the amount of \$57,936.02. The motion was seconded by Ms. Roos and unanimously approved on a 7-0 vote.

Ms. Roos moved that the West Elementary School Building committee vote to approve the SMMA Consultants invoice #0059443 for professional services from May 1, 2023 to May 31, 2023 in the amount of \$60,000. The motion was seconded by Ms. Hunt and unanimously approved on a 7-0 vote.

Ms. Hunt moved that the West Elementary School Building committee vote to approve the SMMA Consultants invoice #0059444 for consultant services (2 companies) from May 1, 2023 to May 31, 2023 in the amount of \$10,672.86. The motion was seconded by Ms. Roos and unanimously approved on a 7-0 vote.

Ms. Roos moved that the West Elementary School Building committee vote to approve the Gilbane Invoice #202305-J470 from May 1, 2023 to May 31, 2023 in the amount of \$3,655,182.54. The motion was seconded by Ms. Hunt and unanimously approved on a 7-0 vote.

Ms. Roos moved that the West Elementary School Building committee vote to approve (2) Con Cavanaugh legal Invoices #109507, 112291 from May 1, 2023 to May 31, 2023 in the amount of \$3,230. The motion was seconded by Ms. Hunt. The motion was seconded by Ms. Hunt and unanimously approved on a 7-0 vote.

Ms. Hunt moved that the West Elementary School Building committee vote to approve the Andover Public Schools Invoice #0623001 from the Copy Center for printing services in May 2023 in the amount of \$104.40. The motion was seconded by Ms. Roos. The motion was seconded by Ms. Roos and unanimously approved on a 7-0 vote.

OPM UPDATES Presentation Update as of June 21, 2023

Mr. Defilippis said they are still awaiting the bid amendment response from MSBA. The next site visit will be done in mid-July by MSBA. They have also submitted the Change Orders 1,2, and 3 to MSBA, and that Change Orders 4 and 5, and, if approved by the SBC, Change Order 6 will be submitted shortly to MSBA. Change Orders will be submitted on a quarterly basis to MSBA. There will also be monthly updates to MSBA including ProPay submissions.

CM UPDATES

Mike Marcella stated a lot has occurred. Updates since the May SBC meeting: concrete floor installation (1st floor gymnasium, cafetorium, kitchen, loading dock); exterior wall sheathing installation – wing A and 3rd floor Wings B and C; exterior wall vapor barrier installation – prep for masonry work underway; roofing installation in Wing A is nearing completion; prep for roofing installation in Wing B; roof drain plumbing installations ongoing; interior classroom and mechanical layout underway; interior electrical layout (ongoing); elevator shaft construction; stairwell construction ongoing; new school bus loop roadway work; prep for summer 2023 roadwork utility tie-ins. Sewage work will be completed by the end of the month as they waited to do some of this until the building was unoccupied with staff and students.

Mike continued and spoke about the subcontract award status and their impact on the contingency budgets. There was a savings (\$17,788) which was reconciled to the CM/GMP contingency.

Decription	GMP	Award	Delta
GMP - Schedule of Values - Exhibit E (CM Contingency)			
BP 06A - Millwork Award - Nova	\$4,597,100.00	\$4,511,890.00	\$85,210.00
BP 11B - Gymnasium Equipment - Pappas	\$320,200.00	\$345,200.00	-\$25,000.00
BP 11C - Field Equip supply - Sportsfield Specialties (per spec)	\$422,525.00	\$468,447.00	-\$45,922.00
BP 11C - Miscelaneous Field Equip supply		\$36,550.00	-\$36,550.00
BP 11C - Field Equipment Installation	\$100,000.00	\$405,140.00	-\$305,140.00
BP 11C/13 - Bleacher Seating - basis of design manufacturer		\$40,000.00	-\$40,000.00
BP 32B - Synthetic Field Sports Surfacing - Sprinturf	\$1,344,000.00	\$1,035,810.00	\$308,190.00
Athletic Field Synthetic Turf Scoreboard	\$200,000.00		\$200,000.00
Supply/install - Pappas		\$90,000.00	-\$90,000.00
Engineering Support Structure - SCADD Engineers		\$3,000.00	-\$3,000.00
Structure - Avid Iron Works		\$30,000.00	-\$30,000.00
CM Contingency	\$6,983,825.00	\$6,966,037.00	\$17,788.00

There was also a savings of \$51,340 which was reconciled to the construction contingency.

Description		GMP	Award	Delta
GMP Allowances - Exhibit B.2 (Construction Contingency)				
32A - F Decorative Metal Fencing & Gates		\$750,000.00	\$749,000.00	\$1,000.00
32A - D Wetland Boardwalk & Decking		\$750,000.00		
	Helical Piles		\$79,980.00	
	Wetland protection/monitoring		\$7,680.00	
	Survey/Layout - Welch Associates		\$20,000.00	
	F&I Boardwalk/Deck		\$556,000.00	
	Miscellaneous Boardwalk/Deck Scope		\$36,000.00	
				\$50,340.00
Construction Contingency		\$1,500,000.00	\$1,448,660.00	\$51,340.00

The difference between the above two contingencies is that the CM/GMP Contingency relates to items within the scope of Gilbane's contract, whereas the construction contingency relates to items specified as a GMP allowance or which the owner decides to add to the project. No vote is required on the above items since the SBC previously approved them as part of the GMP package.

Components to Change Order 6 (OCO 6)

Mr. Marcella and Mr. DeFilippis explained the change orders which results in a charge to the construction contingency of \$87,367. There are eight items within this change order, including:

- ATP-39R1 (OS-58) – Proposal Request #11, #14, #20, #26, Request for Information – Oil/Gas Separators
- ATP-44R1 (OS-80) – Proposal Request #29, Request for Information #201 – Sanitary Line for Mop Sink
- ATP-49R1 (OS-91) – Proposal Request #35, Request for Information #214/255 – Fire Rated Door Revisions
- ATP-50R1 (OS-53) – Proposal Request #15 – Power Revision to Door Air Curtain at Receiving
- ATP-51R1 (OS-55) Proposal Request #16 – Request for Information 3122 – Elevator Pit Lighting
- ATP-59 (OS-67) – Proposal Request #39 – Bi-Directional Amplifier Vendor Revisions
- ATP-60 (OS-82) – Proposal Request #28, Request for Information #183 – Revised Storm Drain Piping
- ATP-62 (OS-99) Elevator C – Shop Drawings and furnish elevator shaft rail inserts

Ms. Hunt moved that the West Elementary School Building committee vote to approve the Owner Change Order #6 CM which includes

- ATP-39R1 (OS-58) – Proposal Request #11, #14, #20, #26, Request for Information – Oil/Gas Separators
- ATP-44R1 (OS-80) – Proposal Request #29, Request for Information #201 – Sanitary Line for Mop Sink
- ATP-49R1 (OS-91) – Proposal Request #35, Request for Information #214/255 – Fire Rated Door Revisions
- ATP-50R1 (OS-53) – Proposal Request #15 – Power Revision to Door Air Curtain at Receiving
- ATP-51R1 (OS-55) Proposal Request #16 – Request for Information 3122 – Elevator Pit Lighting
- ATP-59 (OS-67) – Proposal Request #38 – Bi-Directional Amplifier Vendor Revisions
- ATP-60 (OS-82) – Proposal; Request #28 , Request for Information #183 – Revised Storm Drain Piping
- ATP-62 (OS-99) Elevator C – Shop Drawings and furnish elevator shaft rail inserts

for a net charge to the construction contingency of \$87,367. The motion was seconded by Ms. McCreedy and unanimously approved on a 7-0 vote.

Mr. DeFilippis summarized the status of the three contingency funds as set out in the following table:

Contingencies

Actions:	Change Order Value	CM Contingency	Construction Contingency	Owner's Contingency
GMP Contingency/Beginning Balance		(Reduction)/Increase \$2,950,983	(Reduction)/Increase \$8,868,215	(Reduction)/Increase \$1,364,340
Balance after Change Orders prior (1, 2, 3, 4, and 5)		\$2,948,582	\$8,947,659	\$1,364,340
In-Scope Changes (IS) - CM Contingency				
Subcontractor Award Tracking - as of June 21, 2023	(\$17,788)	\$17,788		
In-Scope Changes (IS) - GMP Allowance				
Subcontractor Award Tracking - as of June 21, 2023	(\$51,340)		\$51,340	
Out of Scope Changes (OS) - Construction Contingency				
CHANGE ORDER 6 - (OCO 6) - Change in CM Contract Value				
ATP-39R1 (OS-58) – Proposal Request #11, #14, #20, #26, Request for Information – Oil/Gas Separators, ATP-44R1 (OS-80) – Proposal Request #29, Request for Information #201 – Sanitary Line for Mop Sink, ATP-49R1 (OS-91) – Proposal Request #35, Request for Information #214/255 – Fire Rated Door Revisions, ATP-50R1 (OS-53) – Proposal Request #15– Power Revision to Door Air Curtain at Receiving, ATP-51R1 (OS-55) – Proposal Request #16- Request for Information #122 – Elevator Pit Lighting, ATP-59 (OS-67) – Proposal Request #39- Bi-Directional Amplifier Vendor Revisions, ATP-60 (OS-82) – Proposal Request #28, Request for Information #183 – Revised Storm Drain Piping, ATP-62 (OS-99) – Elevator C – Shop Drawings and furnish elevator shaft rail inserts	\$87,367		(\$87,367)	
OWNER CHANGES				
None				
Contingency Balance 6/21/23 after Change Orders		\$2,966,370	\$8,911,632	\$1,364,340
Cost Percent of Contingency Used to Date		0%	0%	0%

Mr. Blumstein stated the good news is that both the CM and Construction contingencies are slightly above where they began so there have been some savings so far, and that the Owner's Contingency has been untouched.

EQUIPMENT AND FURNISHINGS

Katrina Pena and Keith Taverna gave updates on the process. They have done the furniture selection meeting with the faculty. It was a very collaborative process and seamless for the most part. The colors for both the teachers and students seemed to be in the blues, greys, teals and some yellow.

STUDENT ENGAGEMENT

Principal Hunt briefed the Committee about the grade level assemblies which were done on May 19, 2023 which included Ethan Zabar from the AHS Environmental Sustainability Internship Course. and which focused on solar energy The West Elementary students seemed enthused by what Ethan presented. There is a level of excitement with the project since the students are beginning to understand more of what is happening with the new building. They hope to continue this work next year.

COMMUNICATIONS & DISCUSSION OF NEXT MEETING DATES

Ms. Kieser gave a short summary about what was done to notify neighbors and the community at large of expected summer detours near the school. The next meeting will be held on Wednesday, July 19, 2023.

Ms. Hunt moved that the West Elementary School Building Committee vote to adjourn the June 21, 2023, meeting. Ms. McCready seconded the motion and it was approved on a 7-0 vote. The meeting was adjourned at 8:28 PM.

Respectfully,
Alison Phelan, Recorder

CERTIFICATION

Town Clerk, Town of Andover
Austin Simko

Town Stamp: