

BELMONT MIDDLE and HIGH SCHOOL BUILDING COMMITTEE

**Final Meeting Minutes
Thursday, August 18, 2022
Virtual Zoom Meeting
8:00 AM**

**RECEIVED
TOWN CLERK
BELMONT, MA**

DATE: September 14, 2022
TIME: 9:25 AM

Meeting #147

Committee Members Virtually Attending:

Chair Lovallo; Members, Emma Thurston, John Phelan, Pat Bruschi, Diane Miller, David Blazon, Tom Caputo, Bob McLaughlin, Jamie Shea

Assistant Town Administrator: Jennifer Hewitt

IT Consultant: Doug Faria

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

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

From Skanska: Paige Matthews

Members Absent: Patrice Garvin, Ellen Schreiber, Chris Messer, Joe DeStefano, Joel Mooney, Mike McAllister, Kate Bowen

I. Call to Order

The meeting was called to order at 8:12 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, reviewed the agenda, and turned to the first item on the agenda.

II. Next Building Committee Meetings

Thursday	Sept. 8, 2022	at 8:00 AM	Virtual	[148]
Thursday	Oct. 13, 2022	at 8:00 AM	Virtual	[149]
Thursday	Nov. 10, 2022	at 8:00 AM	Virtual	[150]

III. Committee Site Tour

Chair Lovallo noted that the next building site tour will be held on Tuesday, Aug. 30 at 4:00 PM.

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IV. Minutes of Previous Meetings: Review and Approve

Mr. McLaughlin moved: To approve of the Minutes of 7/14/22.

The motion passed unanimously via a roll call vote of 9-0-0. (Yes: Thurston, Phelan, Brusch, Miller, Blazon, Caputo, Shea, McLaughlin, Lovallo)

V. Update on Project Cost Events

Mr. White provided a brief project cost update; he reviewed the summary sheet and noted that the “cost spent to date” number changes every month. Mr. White then reviewed the Owner’s Cost Contingency Utilization and the Construction Contingency documents. Chair Lovallo provided a bit more detail on the contingency fund and adjustments. He also discussed the field areas in relation to the new rink. Mr. White next reviewed the GMP PCCOs, noting that several are currently under review. Chair Lovallo discussed the potential and actual exposure numbers. Mr. White referenced the total project budget numbers, the off-setting costs (some pertaining to Covid funding), and those related to insurance claims. The off-setting costs do impact the GMP. He reviewed the balances of the owner’s allowances and the total project contingency history. Chair Lovallo briefly discussed the current and projected values.

Committee members offered comments and asked clarifying questions.

Mr. White then discussed Skanska’s current requisition.

VI. Technology Vendor Procurement Approval

Mr. Faria, IT Consultant, noted that he will review the budget and discuss the purchase of Smart Displays (for Phase I). He noted that the current expenses are coming in under budget as a result of unexpected cost savings. It will probably even out eventually. He explained the vendor, the purchase, the quotes, the budget and the costs. Ms. Shea provided some information about what it has been like to use the displays. Mr. Faria noted that the total amount requested today is \$482,383.00. He then noted what is being planned for this coming fall.

Chair Lovallo reviewed the two vendor procurement motions:

Mr. McLaughlin moved: To approve CCS in the amount of \$467,383.00.

The motion passed unanimously via a roll call vote of 9-0-0. (Yes: Thurston, Phelan, Brusch, Miller, Blazon, Caputo, Shea, McLaughlin, Lovallo)

Mr. McLaughlin moved: To approve Hubtect in the amount of \$15,000.

The motion passed unanimously via a roll call vote of 9-0-0. (Yes: Thurston, Phelan, Brusch, Miller, Blazon, Caputo, Shea, McLaughlin, Lovallo)

VII. Discussion of Pending Change Orders

Mr. Spangler explained the Pending Revision Log; he noted how the change orders are issued. Chair Lovallo added that they are looking at the most cost-effective way to deal with playing field irrigation. He discussed the Clay Pit pond water and noted that there are concerns about the *quality* of the water.

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VIII. Review of Pending Change Orders

Mr. White explained the following PCOs.

- PCO 684 landscape issues relating to drainage and clay
- PCO 727 support for field house roof
- PCO 728 field house floor

IX. Designer/OPM Add Services Approval

Chair Lovallo noted that the Committee needs to approve the following:

Mr. McLaughlin moved: To approve the Perkins and Will Amendment for Site and Athletic Fields Design, in the amount of \$8,650.00.

The motion passed unanimously via a roll call vote of 9-0-0. (Yes: Thurston, Phelan, Brusch, Miller, Blazon, Caputo, Shea, McLaughlin, Lovallo)

Mr. McLaughlin moved: To approve the Perkins and Will Amendment for Alternate Irrigation Design, in the amount of \$9,715.00.

The motion passed unanimously via a roll call vote of 9-0-0. (Yes: Thurston, Phelan, Brusch, Miller, Blazon, Caputo, Shea, McLaughlin, Lovallo)

X. Approval of Vendor Services

Chair Lovallo explained the need for obtaining hydrogeologist services in order to receive guidance around identifying potential water below grade for water drilling. Mr. Blazon asked how this all fits in to the town's water supply. Chair Lovallo provided some information and noted that three options are being looked at. He said MWRA water will be explored as well as who pays for it.

Mr. McLaughlin moved: To approve the CHA Amendment #13 (Geosphere) in the amount of \$15,120.00.

The motion passed unanimously via a roll call vote of 9-0-0. (Yes: Thurston, Phelan, Brusch, Miller, Blazon, Caputo, Shea, McLaughlin, Lovallo)

XI. Prime Contract Change Order Approval

PCCO #39

Mr. Spangler reviewed some of the larger items on this PCCO, e.g., relocation of an access latter, field house flooring, temporary phasing wall for steel erection, glass thickness revisions, media center frame revisions for middle school, HVAC maintenance catwalk, graphic lettering revisions and deletion of back painted glass, North Roadway Subgrade improvements, stair 4 lighting fixtures at middle school, and low roof abatement (of hazardous materials) work.

Committee members asked clarifying questions.

Mr. McLaughlin moved: To approve PCCO 39, in the amount of \$504,230.00.

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

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Miller, Blazon, Shea, McLaughlin, Lovallo)

XII. Approval of FF&E Procurement

Ms. Mulligan provided information on this FF&E package, noting the remaining items that need to be obtained.

Mr. McLaughlin moved: To approve FF&E package #10 (to WB Mason) in the amount of \$1,601.33.

The motion passed unanimously via a roll call vote of 8-0-0. (Yes: Thurston, Phelan, Brusch, Miller, Blazon, Shea, McLaughlin, Lovallo)

XIII. Treasurer's Report/Update

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

First Grouping: Consultant Invoices

- **CHA (monthly draw)** **\$132,000.00**
- **CHA (MacPhail)** **\$4,967.20**
- **Perkins and Will (monthly draw)** **\$109,223.00**

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

The motion passed unanimously via a roll call vote of 8-0-0. (Yes: Thurston, Phelan, Brusch, Miller, Blazon, Shea, McLaughlin, Lovallo)

Second Grouping: Vendor Invoices

- **G & G Fitness Equipment, Inc** **\$767.47** *(fitness room)*
- **NEC** **\$811.25** *(installation of phones)*
- **Sterling** **\$4,644.72** *(relocation of items)*
- **Theatrix** **\$4,260.00** *(auditorium lighting)*
- **UTS** **\$13,210.00** *(June testing services)*
- **UTS** **\$7,172.50** *(July testing services)*
- **WB Mason** **\$66.71** *(furniture)*
- **WB Mason** **\$19,799.00** *(furniture)*
- **WB Mason** **\$1,124.97** *(furniture)*

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

The motion passed unanimously via a roll call vote of 8-0-0. (Yes: Thurston, Phelan, Brusch, Miller, Blazon, Shea, McLaughlin, Lovallo)

Third Grouping: Contractor Invoice

- **Skanska (Pay Application #43)** **\$4,992,548.00**

Mr. McLaughlin moved: To approve the above Invoice, Skanska Pay Application #43.

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The motion passed unanimously via a roll call vote of 8-0-0. (Yes: Thurston, Phelan, Brusch, Miller, Blazon, Shea, McLaughlin, Lovallo)

XIV. OPM, Designer and Construction Manager Updates for July

Mr. Gatzunis provided the OPM updates, e.g., lighting controls, PV procurement, and final inspections.

Mr. Spangler provided the Perkins and Will updates. e.g., occupancy efforts, middle school design work, site work and affidavits.

Ms. Matthews provided the Skanska updates, e.g., project management work, field supervision, and change order management.

XV. Construction Update

Ms. Matthews provided a brief construction update for work completed in July e.g., field house locker renovation, Phase 1 progress, Phase 2 site work, Phase 2 utilities and exterior. She discussed work that is (and will be) occurring in August for both Phase 1 and 2.

She showed several progress photos from the site.

XVI. Project Schedule Update

Ms. Matthews noted that the project is on schedule. She mentioned items that have been completed, items that are ongoing, as well as upcoming milestones (e.g., April 2023 for Phase 2 middle school completion). Chair Lovallo briefly discussed the middle school turn over and noted the project likely has about 48 weeks left.

XVII. Comments from Belmont Residents

Mr. Iler asked about the PV bidding process and about the creation of an FAQ document for the public. Such a document might enhance the public's understanding of some of the change orders. Mr. White provided a brief PV update. Chair Lovallo discussed potential alternate funding for PV under the National Inflation Act. Chair Lovallo will address the FAQ document with Mr. Iler offline. He noted that this (the FAQ document) might be a good topic to address via a BMHSBC video clip segment.

Ms. Pargoli asked several questions focused on cost control and how the public can better understand what the Committee is doing to manage the costs for this project. Chair Lovallo addressed her concerns and agreed to focus on the topic of cost control efforts in a future BMHSBC video segment (that is filmed by Belmont Media and where Ms. Miller is producing the content).

XVIII. New Business/Other

None.

XIX. Related Meeting Documents

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1. Total Project Cost Summary
2. FF&E Package Presentation
3. CHA Geosphere Fee Proposal
4. Alternative Irrigation Add Service Letter
5. Site Revisions Add Service Letter
6. CHA, P&W, and Skanska Activities July 2022
7. Perkins & Will: Pending Document Revisions Log
8. Skanska PCO documents: 684, 727, 728
9. Prime Contract Change Order #39
10. Middle and High School Project Construction Update
11. Project Schedule Update

XX. Adjournment

The Chair ended the meeting at 10:24 a.m., following a motion made by Mr. McLaughlin.

Respectfully submitted by:

Lisa Gibalerio

Approved:


Chris Messer, Secretary

09/13/2022

Date