

PERMANENT BUILDING COMMITTEE
SCHOOL BUILDING COMMITTEE SUB-COMMITTEE
MEETING MINUTES



Project: Clinton Middle School
Subject: School Building Committee Meeting No.039
Location: ZOOM
Distribution: Attendees, Project File
MSBA Module: M6- 60% Construction Documents

Project No: 202000640305
Meeting Date: 04/08/2025
Time: 6:30 PM
Prepared By: E. Grijalva

Name	Affiliation
Steven Meyer*	PBC Member- Superintendent
Chris McGown *	PBC Chair
Michael Ward*	PBC Member Town Administrator
Brian Delorey*	PBC Member
Mike Moran*	PBC Member
Chris Magliozzi*	PBC Member
William Connolly	SBC Member
Matthew Varakis	SC Chair
Phil Duffy	Director of community and eco dev.
Trip Elmore	DWMP Project Director
Terry Hartford	DWMP Sr. Project Manager
Elias Grijalva	DWMP Assistant PM
Peter Caruso	LPA A Project Manager
Jamie Blume	Fontaine Bros Project Executive
Chelsey Mutrie	Fontaine Bros Precon Manager
Beth Paulson	Fontaine Bros Project Manager
Gloria	
Maria	
Dan	

***PBC Voting Members**

Item No.

	Description	Action
39.1	Call to Order & number of voting members present 6:32pm meeting was called to order by PBC Chair C. McGown with 6 of 7 voting members in attendance.	Record
39.2	Council on Aging Carriage House Revised Construction Estimate <ul style="list-style-type: none"> Elite Construction Design Proposal: \$483,024.00 Previous Bid: \$545,000.00 Town Appropriation: \$360,000.00 Discussion: None	Record
39.3	Bigelow Library Owner's Project Manager Contract Review <ul style="list-style-type: none"> P3 is the OPM recommending a path forward. Discussion: None	Record
39.4	Rauscher Farm Walkway Project Design Proposal <ul style="list-style-type: none"> Report out to the committee from Gloria recommending the path forward. Discussion: None	Record
39.5	Previous Topics & Approval of March 26, 2025, Meeting Minutes: S. Meyer made a motion, seconded by B. Delorey to approve the minutes of the March 26, 2025, meeting. Discussion: C. Magliozzi asks if the motion to approve only the VE items listed on the first page—excluding the terrazzo item—and not the full set of VE items across all three pages? T. Elmore replies to the language in the meeting minutes are clear, states nine items are being accepted. Roll Call Vote: B. Delorey (Y), C. Magliozzi(Y), M. Ward (Y), S. Meyer(Y), C. McGown (Y); (1) Abstention: M. Moran; Motion passes.	Record
39.6	Invoices and Commitments for Approval Section 1: Invoices recommended for payment. <ul style="list-style-type: none"> DWMP Invoice No.030 \$75,000.00 LPA A Invoice 2220-2503 \$673,251.00 FBI Invoice No.007 \$18,200.00 <p style="text-align: right;">Total: \$766,451.00</p> Section 2: recommended for approval <ul style="list-style-type: none"> Amendment No.012 Section 3: Budget Revision Request <ul style="list-style-type: none"> No current request MSBA Reimbursement Status: <ul style="list-style-type: none"> 01.15.2025 Submission: \$1,851,006.00 02.24.2025 Submission: \$1,149,868.00 	Record

	<p>Invoice 1: DWMP Invoice No.030; Description: Construction Documents; Amount: \$75,000.00</p> <p>S. Meyer made a motion, seconded by M. Ward, to approve DWMP Invoice No. 030.</p> <p>Discussion: None; Roll Call Vote: C. Magliozzi (Y), M. Ward (Y), S. Meyer(Y), C. McGown (Y); (1) Abstention: M. Moran; Motion passes.</p>	
	<p>Invoice 2: LPA A Invoice No. 2220-2503; Description: Construction Documents; Amount: \$673,251.00</p> <p>B. Delorey made a motion, seconded by M Ward, to approve LPA A Invoice No. 2220-2503, in the amount of \$673,215.00.</p> <p>Discussion: None; Roll Call Vote: C. Magliozzi (Y), M. Ward (Y), S. Meyer(Y), C. McGown (Y); (1) Abstention: M. Moran; Motion passes.</p>	
	<p>Invoice 3: Fontaine Bros; Description: Preconstruction Services; Amount: \$18,200.00</p> <p>B. Delorey made a motion, seconded by C. Magliozzi to approve Fontaine Bros. Invoice No. 007 in the amount of \$18,200.00</p> <p>Discussion: None; Roll Call Vote: C. Magliozzi (Y), M. Ward (Y), S. Meyer(Y), C. McGown (Y); (1) Abstention: M. Moran; Motion passes.</p>	
	<p>Commitment 1: LPA A; Description: Amendment 12: Ground Improvement + Geothermal Wellfield; Amount: \$130,405.00</p> <p>S. Meyer made a motion, seconded by C. Magliozzi to approve LPA A Amendment No.012 request in the amount of \$130,405.00</p> <p>Discussion: None; Roll Call Vote: C. Magliozzi (Y), M. Ward (Y), S. Meyer(Y), C. McGown (Y); (1) Abstention: M. Moran; Motion passes.</p>	
39.7	<p>LPA A Update:</p> <ul style="list-style-type: none"> The 60% CD package was digitally sent to MSBA on March 28, 2025 and received confirmation of receipt. Design Team is continuing to develop the drawings and specifications for the 90% CD submission and Early Structural Bid Package #3A. Design Team is incorporating the terrazzo tile at the second floor as directed by this committee at the March 26th meeting. Limits of terrazzo tile was reviewed and approved by Superintendent Meyer. LPA A is working with the School District and Director of Facilities to identify items to be salvaged from existing building prior to demolition in summer 2027. There are time constraints relative to when salvaged items need to be removed from the existing building prior to demolition. On several occasions, the building inspector (James Salmon) has made a request to salvage a few specific items from the existing school including the following: 	Record

	<ul style="list-style-type: none"> Existing generator Newer pieces of rooftop mechanical units These items will need to be coordinated with Fontaine and listed in the specifications. 	
39.8	<p>Fontaine Update</p> <p>See presentation slides for list of bidders that will be invited bid the Concrete and Structural Steel. There was a soils discussion based on feed back from bidders and how they looked at the project and the inefficiencies related to storing soils.</p>	Record
37.9	<p>Bid Package 3B & 4 Updates</p> <p>E. Grijalva provides a prequalification process for filed trade subcontractors.</p> <p>BP#3B: Damp proofing + Elevator (Approx 11 submissions)</p> <ul style="list-style-type: none"> 02.11.25: Establish Review Prequal Committee 02.26.25: RFQ Live 03.17.25: Prequal Kick-Off meeting 03.19.25: SOQ's due 04.04.25: Approve Qualified Bidders 05.22.25: Invitation to Bid 06.25.25: Award Bidder <p>Prequal Committee for BP#3B: (2 Owner, 1 OPM, 1 Designer, 1 CM)</p> <ul style="list-style-type: none"> Chris McGown Brian Delorey Elias Grijalva Sean Brennan Beth Paulson <p>BP#4: All Trades (Approx 120-130 submissions)</p> <ul style="list-style-type: none"> 04.08.25: Establish Review Prequal Committee 04.23.25: RFQ Live 05.14.25: SOQ's due 06.19.25: Approve Qualified Bidders 07.24.25: Invitation to Bid 08.25.25: Award Bidder <p>Discussion:</p> <p>T. Elmore states that we are expected to attract approximately 100-120 firms to bid on varies parts of the project.</p> <p>M. Moran asks, what platform are you using for the RFQ?</p> <p>E. Grijalva replies that the RFQ process is conducted through the Dore and Whittier website, interested parties should follow the link in the local advertisement, which directs</p>	Record

	them to the DW website where they can download the RFQ. The bidding process is done through a different platform project dog.	
39.10	Third Party Inspection Update The request for proposals has been issued and expect to get several proposals. The results will be compared to each other and the most competitive one will be recommended to the committee in the next meeting. Discussion:	Record
39.11	Mini-GMP Update The early sitework package has been put out to bid and should be ready to include in the Mini GMP amendment to be issued in the next SBC meeting. The Mini GMPO will also include staffing and General Requirement costs to perform the work over a prescribed period of time. The OPM and CM will agree on a reasonable duration, most likely until the final GMP is prepared. Discussion:	Record
39.12	Other Topics not Reasonably Anticipated 48 hours prior to the meeting Discussion: None	Record
39.13	Public Comment Discussion: None	
39.14	Next SBC Meeting: PBC/SBC Meeting May 13 ,2025 @ 6:30PM; Location: Zoom Discussion: None	Record
39.15	Adjourn: 7:45PM, B. Delorey made a motion and seconded by C. Magliozzi to adjourn the meeting. Discussion: None; Roll Call Vote: B. Delorey (Y), M. Moran (Y), M. Ward (Y), S. Meyer(Y), C. McGown (Y); Abstentions: None; All in favor, motion passes.	Record

Sincerely,
DORE + WHITTIER
 Elias Grijalva
 Assistant Project Manager
 Cc: Attendees, File

The above is my summation of our meeting. Please contact me for incorporation into these minutes if you have any additions and/or corrections.