

PERMANENT BUILDING COMMITTEE
 SCHOOL BUILDING COMMITTEE SUB-COMMITTEE
 MEETING MINUTES



Project: Clinton Middle School
 Subject: School Building Committee Meeting
 Location: ZOOM
 Distribution: Attendees, Project File
 MSBA Module: 4- Schematic Design

Project No: 202000640305
 Meeting Date: 02/06/2024
 Time: 6:30 PM
 Prepared By: E. Grijalva

Meeting Agenda

1. Call to Order & Number of Voting Members
2. Previous topics & MM for Approval
3. Invoices and Commitments
4. Proprietary Items Vote
5. Construction Cost Reconciliation Update
6. Total Project Budget Review
7. Property DEED and registry filing update
8. Other Topics not Reasonably Anticipated 48 hours prior to the meeting
9. Public Comment
10. Next Meeting
11. Adjourn

Name	Affiliation
Steven Meyer*	PBC Member- Superintendent
Chris McGown *	PBC Chair
Michael Moran*	PBC Member
Michael Ward*	PBC Member- Town Administration
Brian Delorey*	PBC Member
Brian Farragher	CMS Facilities Director
Kelly Turcotte	CMS Spec. Ed. Parent Advisory Council
Matthew Varakis	CMS School Committee Vice Chair
Trip Elmore	DWMP- Project Director
Elias Grijalva	DWMP – Assistant Project Manager
Eric Moore	LPA A – Principal in Charge
Peter Caruso	LPA A – Project Manager
David Fontaine Jr	Fontaine Bros – CEO
Jamie Blume	Fontaine Bros- Project Executive
Beth Paulson	Fontaine Bros – Project Manager
Chelsey Mutrie	Fontaine Bros – VP of Precon.
Joel Kent	Fontaine Bros – Chief Operating Officer
Shane Sampson	Fontaine Bros- Sr. Project Manager

***PBC Voting Members**

Item#	Description	Action
23.1	<p>Call to Order: 6:34PM meeting was called to order by PBC Chair, C. McGown with 5 of 7 members in attendance.</p>	Record
23.2	<p>Previous Topics & Meeting Minutes for Approval A motion to approve the January 9, 2024, meeting minutes was submitted by S. Meyer and seconded by M. Moran.</p> <p>Discussion: None; Roll Call Vote: B. Delorey (Y), M. Moran (Y), S. Meyer(Y), M. Ward (Y), C. McGown (Y); Abstentions: None; All in favor, motion passes.</p>	Record
	<p>A motion to approve the January 30, 2024, meeting minutes was submitted by S. Meyer and seconded by B. Delorey.</p> <p>Discussion: None; Roll Call Vote: B. Delorey (Y), M. Moran (Y), S. Meyer(Y), M. Ward (Y), C. McGown (Y); Abstentions: None; All in favor, motion passes.</p>	
23.3	<p>Invoices and Commitments for Approval</p> <p>Invoice 1: DWMP January Invoice, in the amount of \$25,000.00 A motion was made by S. Meyer and seconded by M. Moran for the approval of DWMP January Invoice.</p> <p>Discussion: None; Roll Call Vote: B. Delorey (Y), M. Moran (Y), S. Meyer(Y), M. Ward (Y), C. McGown (Y); Abstentions: None; All in favor, motion passes.</p>	Record
	<p>Invoice 2: LPA A January Invoice, in the amount of \$44,859.00 A motion was made by S. Meyer and seconded by M. Moran for the approval of LPA A January Invoice.</p> <p>Discussion: None; Roll Call Vote: B. Delorey (Y), M. Moran (Y), S. Meyer(Y), M. Ward (Y), C. McGown (Y); Abstentions: None; All in favor, motion passes</p>	
23.4	<p>Proprietary Items Vote</p> <p>T. Elmore states that according to the Massachusetts School Building Authority (MSBA) mandates that approval for proprietary items requires a vote from the committee.</p> <ul style="list-style-type: none"> • Network Switches – Extreme networks. • Wireless Access Devices – Cisco Meraki • Telephone System- Mitel • Integrated Security System- Verkada <p>A motion was made to accept the proprietary items by S. Meyer and 2nd by M. Moran.</p>	Record

	<p>Discussion: None; Roll Call Vote: B. Delorey (Y), M. Moran (Y), S. Meyer(Y), M. Ward (Y), C. McGown (Y); Abstentions: None; All in favor, motion passes</p>																									
23.5	<p>Construction Cost Reconciliation Update</p> <p>T. Elmore summarizes the construction cost reconciliation.</p> <p>Reconciled Budget \$114.4 million Value Engineering Identified: \$1.5 million Total Project Budget: \$139.3 million</p> <ul style="list-style-type: none"> Approximately 90% through reconciliation with some questions remaining. Potential Identified \$1.5 million in value engineering savings. <ul style="list-style-type: none"> Planting reductions, playground equipment reductions, reduce size of granite curb, Total project budget is projected at \$139.3 million. Project currently under budget compared to previous estimates. Small discrepancy of around \$500,000 between different estimates <p>Discussion: M.Moran asks, what happens if the bids come over the budget? T. Elmore replies, we can adjust the scope according to identified VE items, or we can negotiate when we are doing procurement. C. McGown asks, is this standard file sub bid where anyone is allowed to bid T. Elmore replies, we must prequalify the trades. C. 'McGown asks, do we prequalify them or are they prequalified through DCAMM. T. Elmore replies, we do the prequalifying. We have devised a method to streamline the prequalifying process and reduce the burden on the team. It generally takes two and half months to do.</p>	Record																								
23.6	<p>Total Project Budget Review</p> <p>T. Elmore reviews the 3011 and the major categories.</p> <table border="1"> <thead> <tr> <th>Section</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>Feasibility Study:</td> <td>\$1 million</td> </tr> <tr> <td>Administrative Cost:</td> <td>\$4.1 million</td> </tr> <tr> <td>Design Cost:</td> <td>\$12 million</td> </tr> <tr> <td>Construction Cost:</td> <td>\$114.4 million</td> </tr> <tr> <td>Miscellaneous Cost</td> <td>\$850 thousand</td> </tr> <tr> <td>FF&E</td> <td>\$2.7 million</td> </tr> <tr> <td>Sub-total:</td> <td>\$135.3 million</td> </tr> <tr> <td>Contingency</td> <td>\$4 million</td> </tr> <tr> <td>Total:</td> <td>139.3 million</td> </tr> <tr> <td>Approx Local Share</td> <td>\$68.2 million</td> </tr> <tr> <td>Potential Geothermal/PV Grant</td> <td>(\$2.5 million)</td> </tr> </tbody> </table>	Section	Amount	Feasibility Study:	\$1 million	Administrative Cost:	\$4.1 million	Design Cost:	\$12 million	Construction Cost:	\$114.4 million	Miscellaneous Cost	\$850 thousand	FF&E	\$2.7 million	Sub-total:	\$135.3 million	Contingency	\$4 million	Total:	139.3 million	Approx Local Share	\$68.2 million	Potential Geothermal/PV Grant	(\$2.5 million)	Record
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	<p>Potential Local Share: \$65.7 million</p> <p>Discussion: M. Varakis asks can the designer speak to any recent projects they've done. What's the likelihood we see 50% of that contingency number back based on a new building. E. Moore replies, Auburn Middle School & Nelson Elementary schools, both saw money come back in terms of unused contingency, whether it was 50% or not, I don't have those exact figures.</p>	
23.7	<p>Property DEED and registry filing update</p> <p>C.McGown states that the property Deed and registry filing should be completed this week.</p>	Record
23.8	<p><u>Other Topics not Reasonably Anticipated 48 hours prior to the Meeting:</u> Discussion: None</p>	Record
23.9	<p><u>Public Comment:</u> Discussion: None</p>	Record
23.10	<p><u>Next Meeting:</u> 02.13.2024 – All Boards Meeting – In-Person; Location: CMS Cafetorium 02.20.2024 – CMS Building Committee Remote Meeting No.023 @6:30PM – via Zoom</p> <p>Discussion: None</p>	Record
23.11	<p><u>Adjourn: PM</u> a motion was made by M. Ward and seconded by M. Moran to adjourn the meeting. Discussion: None; Roll Call Vote: B. Delorey (Y), M. Moran (Y), S. Meyer(Y), M. Ward (Y), C. McGown (Y); Abstentions: None; All in favor, motion passes.</p> <p>➤</p>	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.

