

**Town of Watertown School
Building Committee
Three Elementary School Projects
Wednesday, July 20, 2022
via ZOOM 6:00p.m. – 7:00p.m.**

M I N U T E S

Committee Members Present: Mark Sideris (chair), John Portz (vice-chair), Heidi Perkins, Steve Magoon, Leo Patterson, Paul Anastasi, James Kane, and Tom Tracy

Committee Members Absent: Kelly Kurlbaum, Lindsay Mosca, Deanne Galdston and Vincent Piccirilli

Others Present: Daren Sawyer (Ai3 Architects); Vivian Varbedian and Alana Forbes (OPM, Hill International), Christy Murphy (Compass Project Management)

1. Call to Order: Chairman Mark Sideris called the meeting to order at 6:00p.m. John Portz took a roll call of School Building Committee members present.

2. Approval of Meeting Minutes – July 20, 2022

Chairman Sideris made a motion to approve the Elementary Meeting Minutes for June 15, 2022. Steve Magoon motions to approve the Elementary school meeting minutes and John Portz seconded. All were in favor on a roll call vote.

3. Review / Approval of Elementary Schools Monthly Invoices and Ai3 Amendment No. 8

Vivian Varbedian presented and reviewed the Elementary schools June invoices and Ai3 Amendment No. 8

June 2022 invoices are as follows w/total at \$3,302,244.98:

- Hill International – \$90,210.00
- Ai3 Architects (Basic Services) - \$37,140.46
- Ai3 Architects (Reimbursables Services) - \$409.45
- Ai3 Architects – (Extra Services) - \$29,598.35
- Brait Builders (Payment Req # 25) – \$1,668,027.54
- CTA Construction Managers (Payment Req # 4) - \$1,320,420.88
- Ridgeline Energy Analytics - \$2,350.00
- UTS Invoices - \$1,955.00
- FF&E Invoices - \$147,680.47
- Colliers International - \$4,452.83

Chairman Mark Sideris made a motion to approve the Elementary School projects invoices. Tom Tracy motions to approve the Elementary school project invoices totally \$3,302,244.98. John Portz seconded. All were in favor on a roll call vote.

Contract Amendment No. 8 – Additional Design Services for FF&E - Lowell Elementary School Project

Vivian Varbedian presented and reviewed Contract Amendment No. 8 for Additional Design Services for FF&E (Furniture, Fixtures and Equipment) at Lowell Elementary school project. The approval of Amendment will amend Ai3 contract by \$56,100.00. This is to ensure that Lowell ES has the equal level of service of design incorporated which was similarly given to both Hosmer and Cunniff Elementary schools for FF&E. FF&E was presented in the past for Hosmer and Cunniff ES but waited until the Lowell project was underway to present the Lowell Elementary changes.

Mark Sideris made a motion to approve Contract Amendment No. 8. Tom Tracy moves with John Portz seconded; all were in favor on a roll call vote.

4. Executive Summary

Vivian Varbedian reviewed and presented the Executive Summary highlights for June 2022.

Hosmer Elementary school, PV foundation work has commenced, and the construction of the ball field is underway.

Lowell Elementary school, Asbestos abatement is substantially complete and should be 100% complete by the 1st week of August. The foundation of classroom wing addition is underway and should be completed by the end of July or 1st day or (2) within August. Structural steel erection to begin in early August once foundation has been completed. Also, tentatively, mark your calendars for the Topping Off Ceremony in early September. No definitive date has been established as yet but working with Chairman Sideris to finalize a date in September. The public and School Building Committee will be invited.

5. Elementary School Questions / Comments

Question 1 – Paul Anastasi asked if it means that we never had FF&E from the start of any of the (3) projects?

Response – Vivian Varbedian briefly explained that we have had FF&E design, but the design was not as robust as currently is as this is additional services for Lowell ES. Daren Sawyer (Ai3 Architects) explained further that initially the design contract for all (3) schools was based on a budget some time ago that was established at a little over \$2M. Essentially, the fee and the budget was used for both the Cunniff and Hosmer schools and in doing so, the fee had to be supplemented for the Lowell Elementary school. With everything that was purchased for Hosmer and Cunniff school, we wanted to keep everything that was purchased in line and the same for Lowell Elementary school.

End of Elementary School Project Business Meeting

Chairman Sideris ended the Elementary School Project Business meeting at 6:12 pm.