

**Town of Watertown
School Building Committee
Three Elementary School Projects
Wednesday, February 17, 2021 via ZOOM
6:00 – 8:00 p.m.**

MINUTES

Committee Members Present: Mark Sideris, (chair), John Portz (vice-chair), Deanne Galdston, Lori Kabel, Heidi Perkins, Tom Tracy, Steve Magoon and Vincent Piccirilli

Committee Members Absent: Kelly Kurlbaum, Lindsay Mosca and Leo Patterson

Committee Member Late: Paul Anastasi

Others Present: Daren Sawyer, Michael Remondi and Julie Rahilly (Architectural Team, Ai3 Architects), Vivian Varbedian, Tom Finnegan and Alana Forbes (OPM, Hill International), Erin Moulton, Mena Ciarlone, Stacy Phelan and Karen Feeney

1. Call to Order - Chairman Mark Sideris called the meeting to order at 6:03 p.m.

2. Approval of Meeting Minutes – January 20, 2021

Vincent Piccirilli made a motion to approve the 1/20/21 School Building Committee meeting minutes (high school) and (elementary school) as written. Tom Tracy seconded; all were in favor on a roll call vote.

3. Review & Approval of Invoices

Vivian Varbedian presented the **Elementary School's project invoices** totaling \$8,457,132.36. The invoices read as follows:

- *Hill International - \$93,910.00*
- *Ai3 Architects - \$165,666.88, \$1,035.10 (Extra Services) and \$8,617.77 (Reimbursable Expenses)*
- *Brait Builders - \$8,157,785.03*
- *UTS (Testing Agency) – \$4,525.00 and \$2,320.00*
- *Colliers International – \$6,154.50, \$1,847.86 and \$3,430.22*
- *Eversource Electric – \$11,840.00*

Vincent Piccirilli made a motion to approve the Elementary School projects invoices totaling \$8,457,132.36. Tom Tracy seconded; all were in favor on a roll call vote.

4. Review & Approval of Change Order 4

Vivian Varbedian presented Change Order (4) for both Cunniff and Hosmer Elementary schools. The line items discussed were brief descriptions of change order (4) totaling \$143,575.52. The sum of change orders to date totals \$697,359.51. Vivian confirmed with Chairman Mark Sideris that change order 4 has

been reviewed thoroughly with Ai3 Architects, Hill International and negotiated with Brait Builders. Vincent Piccirilli made a motion to approve Change Order (4) for \$143,575.52. Tom Tracy seconded; all were in favor on a roll call vote.

5. Executive Summary

Vivian Varbedian reviewed and presented February 2021 Executive Summary for both Cunniff and Hosmer Elementary school projects.

Cunniff Elementary school project tasks continue with sheetrock, taping, painting, and ceiling grid on all floors. Elevator construction is underway and will be completed by mid-March. The masonry, curtain wall and all exterior finishes scope of work will continue. The completion of the West elevation will also lead to work completion of the North, South and East elevations.

Hosmer Elementary school project tasks will continue with roofing during all the winter conditions as well as exterior framing, sheathing and air vapor barrier install. Work will continue with the interior wall framing, rough plumbing, HVAC, electrical boxes, piping, and stairs during winter conditions.

6. Elementary School Project Schedule Update

Vivian Varbedian presented the project schedule update of the Substantial Completion & Occupancy for Cunniff, Hosmer and Lowell Elementary schools.

Cunniff Elementary School old contract date of substantial completion was Oct 2021. The new contract date for substantial completion will now be July 2021. This brings the punchlist to a new date of substantial completion of August 2021 versus November 2021. The FF&E will begin in September 2021 versus December 2021. The new move in and occupancy date will now be October 2021 as opposed to January 2022. Cunniff Elementary school will be completed (3) months earlier.

Hosmer Elementary School old substantial completion contract date of completion was May 2022. The new substantial completion contract date will now be December 2021. The punchlist as well as the FF&E will have a new date of Jan/Feb 2022 versus June 2022. The move in and occupancy date will now be February 2022 as opposed to September 2022. The Z-Building abatement, demo and all site work would have been completed in Aug 2023 but now will be done in March 2022 with new completion date of August 2022. Hosmer will be completed (7) months earlier.

Lowell Elementary School was not updated due to the bidding process not moving forward yet. The contractor pre-qualifications will begin in July 2021. Construction bids and move out will begin in October 2021 with construction beginning March 2022. The substantial completion date will be June 2023. All (3) schools will be completed by August 2023.

7. Review & Approval of Change Order 5

Vivian Varbedian presented Change Order (5) which is a no cost change order to modify Brait Builders contract with the new project dates.

Mark Sideris made a motion to approve Change Order (5). Tom Tracy seconded; all were in favor on a roll call vote.

8. Approval to issue RFP for procurement of FF&E (Furniture & Equipment)

Vivian Varbedian briefly reviewed Furniture, Fixtures and Equipment timeline of activities. This was presented last month at February School Building Committee meeting. FF&E procurement approval is needed from the School Building Committee to issue the RFP (Request for Proposal) for procurement of FF&E for both Cunniff and Hosmer Elementary school.

Mark Sideris made a motion to approve the (RFP) for procurement of the (FF&E) for Cunniff and Hosmer Elementary schools. Tom Tracy seconded; all were in favor on a roll call vote.

9. Elementary Schools Questions/Comments

- **Comment A** – Chairman Mark Sideris stated how excited he is about the project schedule being ahead. He thanked everyone for their patience and diligence.
- **Comment B** - Deanne Galdston also gave her appreciation for the amazing steps in making the schedule shorter and having students begin earlier than originally stated.
- **Comment C** - Paul Anastasi gave a special thanks to Hill International, Ai3 Architects and Brait Builders for doing a great job.
- **Comment D** - Vincent Piccirilli stated that the professionalism of Ai3 Architects, Hill International, and Brait Builders have played an important role to have the project substantially completed ahead of scheduled. Also, he thanked the School Building Committee, School Superintendent and Town Council for doing a wonderful job with the level of diligence and leadership.
- **Comment E** – John Portz gave his thanks to the School Building Committee as well as everyone of all the hard work put into making the project finish earlier.
- **Comment F** - Thomas was very excited about having the project finish earlier than originally noted. She was very appreciative of all the efforts put forward to make this happen.
- **Comment G** - Lori Kabel thanked everyone for all their great efforts in making the school projects come together thus far. She thanked all for the support that was given to her as the Director of Facilities. She will miss all and hope to return to see the completion of the school projects.
- **Question 1** – Liz Marino asked where will the Lowell students and staff move to in October 2021? Is it being considered to have the Lowell community start the year in whatever space they will be in to limit the number of transitions?

Response – Vivian Varbedian stated that all of the details are not worked out as yet but coordination is being done with the Superintendent and Principals to make sure all of the students are allocated in the proper spaces and have a minimum amount of transitions. Superintendent Deanne Galdston added that with the change and timeframe of the project, all options will be explored with the different variables involved.

10. Adjournment

Chairman Mark Sideris asked for a motion to adjourn. Vinny Piccirilli made a motion to adjourn, seconded by Heidi Perkins. All were in favor on a roll call vote. Meeting adjourned at 6:38pm.