

**MINUTES**  
**SHERWOOD MIDDLE SCHOOL BUILDING COMMITTEE**  
**SPRING STREET SCHOOL BUILDING COMMITTEE**  
**August 20, 2013**

Present: Mr. Fitzgerald, Ms. Canzano, Mr. Wolohan (7:13 pm), Mr. Morgado

Also: Mr. Queeney, Ms. Crockett, Mr. Kincaid, Ms. Crawford

At 7:00 PM the meeting began as an informal session

Spring Street School

Mr. Queeney is working on the closeout of the project and will have his work completed by the next meeting.

Sherwood Middle School

Mr. Queeney reported that the CB has been installed on Orchard Street. He provided a summary of expenditures (SOE) dated August 20, 2013, which was reviewed.

At 7:13 PM a quorum was present and the meeting was called to order.

On a motion by Ms. Canzano, second by Mr. Wolohan, the minutes of July 16, 2013, were accepted.

On a motion by Ms. Canzano, second by Mr. Wolohan, the following bill schedules were approved:

PMA	\$44,000.00
School Department IT	\$6,914.00
LPA	\$9,925.00
Gilbane	\$280,153.19
	\$340,992.19

Discussion returned to the SOE's, on a motion by Ms. Canzano, second by Mr. Wolohan, the Committee voted to approve AEA #10014c and ATP #161. There was a discussion about the fencing being planned for the playground area. The Committee took no action in this matter.

Mr. Queeney advised that there are the following changes in the works:

1. There is water coming out of the woods on Sherwood Avenue that needs to be collected. This will be worth about \$3,000.
2. A credit of up to \$10,000 may be realized resulting from changes in the infield mix.

3. There was an extended discussion about a drainage line that was installed that was 12" but piping to the manhole is at 15". Ms. Cricket recommended that this work be undertaken to avoid possible street flooding upstream. On a motion by Ms. Canzano, second by Mr. Wolohan this work was authorized (\$20,000-\$30,000 in value).

The matter of the sidewalk on the access driveway at Crescent Street moving from the north to the south was discussed. It was agreed that this was the only practical design solution.

Ms. Crockett advised furniture repair is still ongoing. The stair tread and railings matters have been resolved.

Ms. Crawford and Mr. Kincaid presented the Gilbane report dated August 20, 2013.

The Committee toured the back of the building to get a sense of remaining site work.

The water damage for the most part has been repaired.

Meeting adjourned at 8:10 PM.

Respectfully submitted,

Daniel J. Morgado  
Town Manager

Materials Referenced

Meeting notice with attachments dated August 16, 2013  
Bill schedules as noted  
Summary of Expenditures dated August 20, 2013  
Report prepared by Gilbane dated August 20, 2013



Town of Shrewsbury, Massachusetts  
 Sherwood Middle School Project

## SHERWOOD MIDDLE SCHOOL Summary of Expenditures of Contingencies and Allowances

August 20, 2013



PMA Construction Services  
 Owner's Project Manager

### Allowance Expenditures (AEAs)

\$	2,761,615.00	Total Value of various categories as of establishment of GMP
\$	1,787,900.31	Expenditures Previously Accepted by Building Committee
\$	<b>15,010.31</b>	AEA's Reviewed and Presented This Month for Building Committee ratification
\$	958,704.38	Value of Allowance balances remaining
	65%	Percentage Consumed

This Month:

<u>AEA #</u>	<u>Description</u>	<u>Amount</u>
10014c	SWPPP Amendment Infiltration Pond Reconstruction	\$ 15,010.31
<b>TOTAL \$</b>		<b>15,010.31</b>

NEW

### CM Contingency Expenditures (BEAs)

\$	1,030,485.00	Value of category as of establishment of GMP
\$	281,735.73	Expenditures Previously Accepted by Building Committee
\$	-	BEA's Reviewed and Presented This Month for Building Committee ratification
\$	748,749.27	Value of CM Contingency balance remaining
	27%	Percentage Consumed (including requested issues)
	97%	Percentage Complete (as of GBCo June 2013 Req, adj. for unspent CM conting & Allowances)

This Month:

<u>BEA #</u>	<u>Description</u>	<u>Amount</u>
	none to report	
<b>TOTAL \$</b>		<b>-</b>

### Owners Construction Contingency Expenditures

\$	1,851,268.00	Value of Category as of establishment of GMP
\$	817,328	Executed Change Orders Authorized by Building Committee
\$	<b>8,048.00</b>	Authorized Expenditures Not Yet Compiled into Change Order (see below)
\$	1,025,892.00	Value of Owner Construction Contingency balance remaining
	45%	Percentage Consumed
	97%	Percentage Complete (as of GBCo June 2013 Req, adj. for unspent CM conting & Allowances)

This Month:

<u>CCA #</u>	<u>Description</u>	<u>Amount</u>
ATP 154	Reduction of Misc Iron Scope	\$ (2,400.00)
ATP 160	Add Fence at South edge of Playground	\$ 6,870.00
ATP 161	Added DMH in East Lot	\$ 3,578.00
<b>TOTAL \$</b>		<b>8,048.00</b>

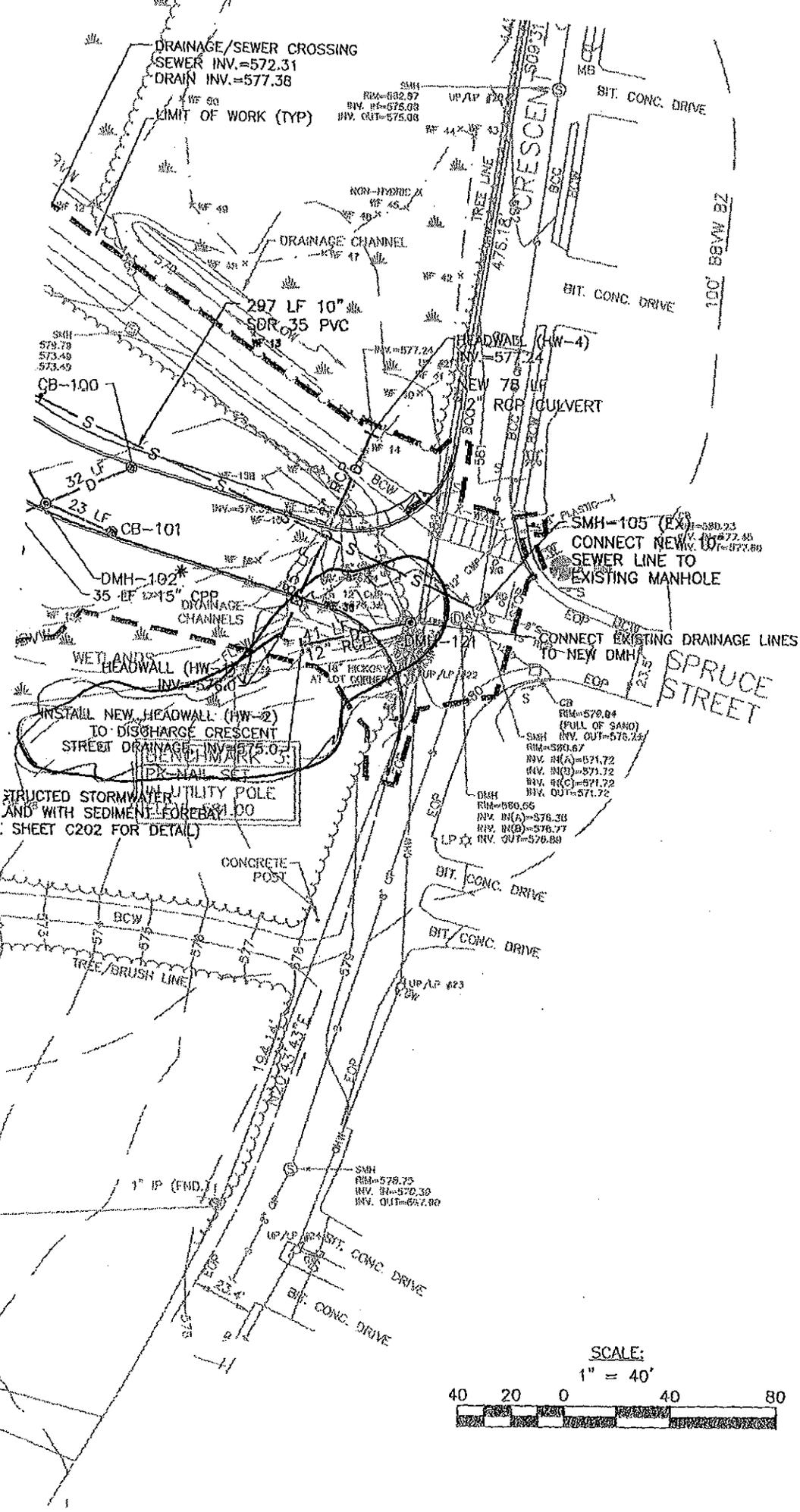
APP'D

APP'D

NEW

### Owners Soft Cost Contingency Expenditures

\$	762,741.00	Total Value of various categories as of establishment of GMP
	\$19,560.00	Expenditures Previously Approved
\$	-	Consultant Requests for Amendment Presented This Month for Bldg Comm. ratification
\$	743,181.00	Value of CM Contingency balance remaining
	3%	Percentage Consumed
	97%	Percentage Complete (as of GBCo June 2013 Req, adj. for unspent CM conting & Allowances)



15  
40  
510

PROJECT

SHERW  
MIDD  
SCHC

30 SHERV  
SHREWSBURY,

TITLE

CIVIL  
DR/

REVISIONS

No.	DESCRIPTION

FILE: 768

DWN. BY: JL

CKD. BY: WF

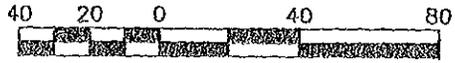
JOB NO: 76

SCALE: 1"

DATE: 12/

SCALE:

1" = 40'



# Memorandum



Sherwood Middle School  
GBC Project #: 5074

To: **Sherwood Middle School Building Committee**  
From: **Walt Kincaid – Project Manager**  
CC: **Jim Driscoll – Project Executive**  
Date: **August 20, 2013**  
Re: **CM Report**

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## **Construction Activity this Period**

### **Site Work**

- Completed Final Paving at Driveway and Parking Lot
- Completed Sidewalk Installation to Walk to School
- Completed Curb Installation
- Completed Loam and Tree Placement within island areas
- Commenced Sand/Loam Installation at Athletic Field

### **Water Damage Restoration**

- Completed Lockers, Painting, Tile, Vinyl Base, Electrical and Plumbing Work
- Completed Final Cleaning

## **Key Dates/Upcoming Activities**

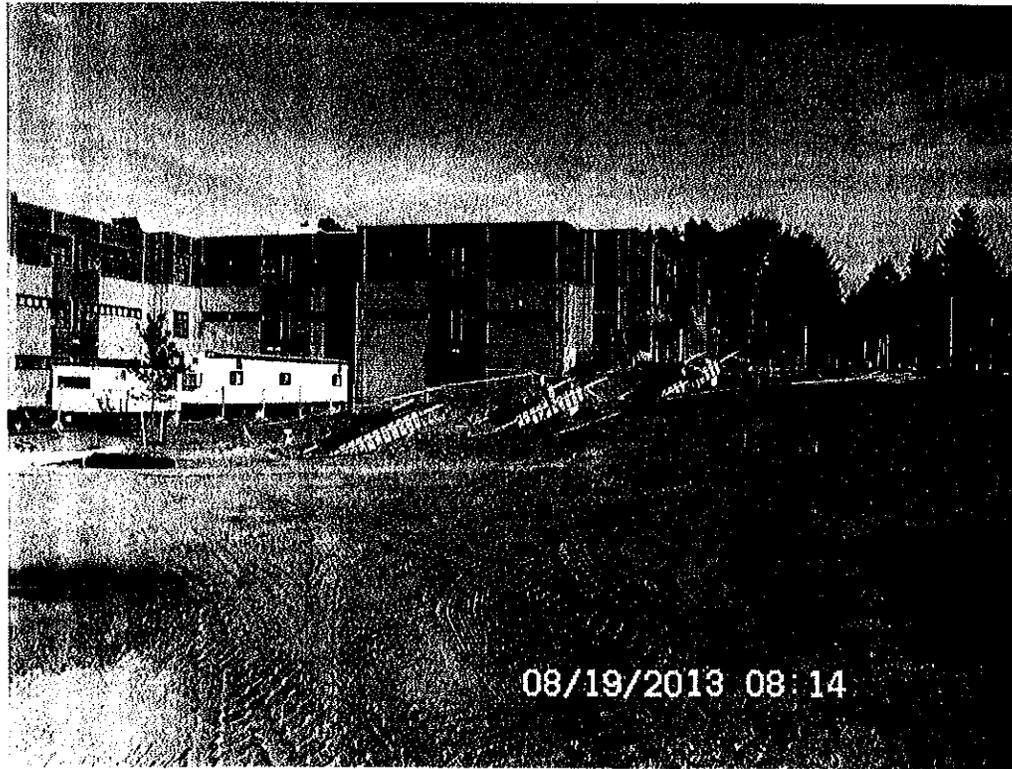
### **Site Work**

- Haul Loam to Town 8.21
- Commence New Drain Line at Crescent 8.21
- Paint Parking Lot Striping 8.23
- Remove Temp Fence 8.23
- Complete Site Stair
- Complete Irrigation and Athletic Field

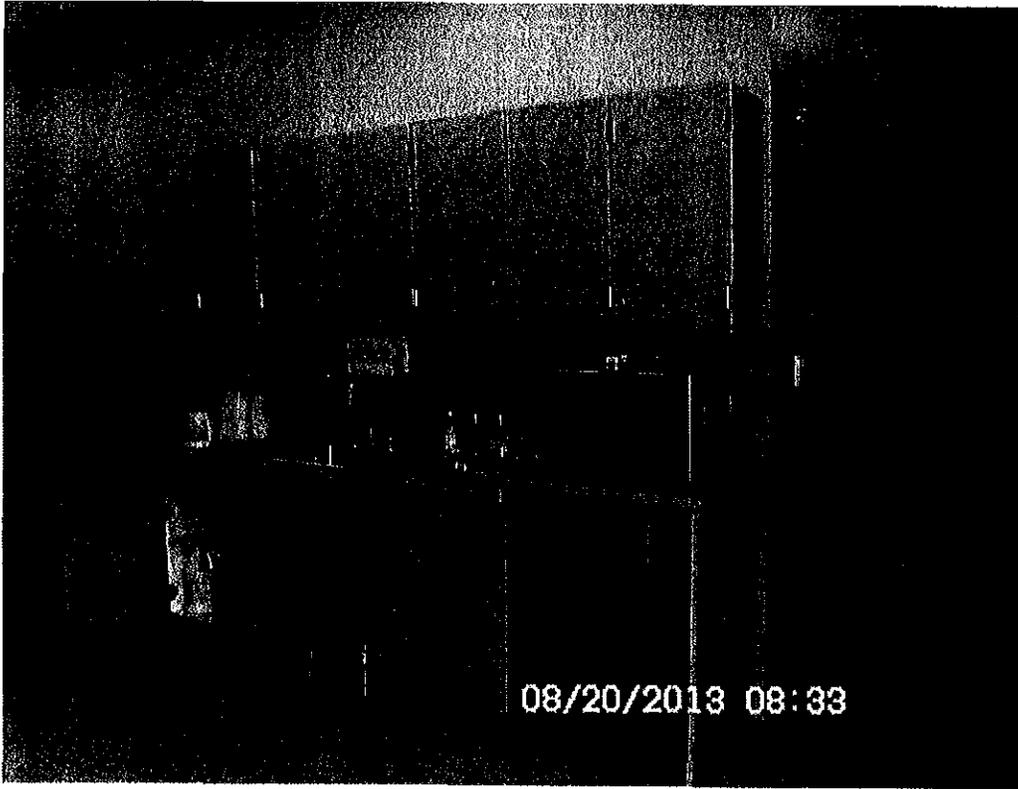
## **Other Business:**

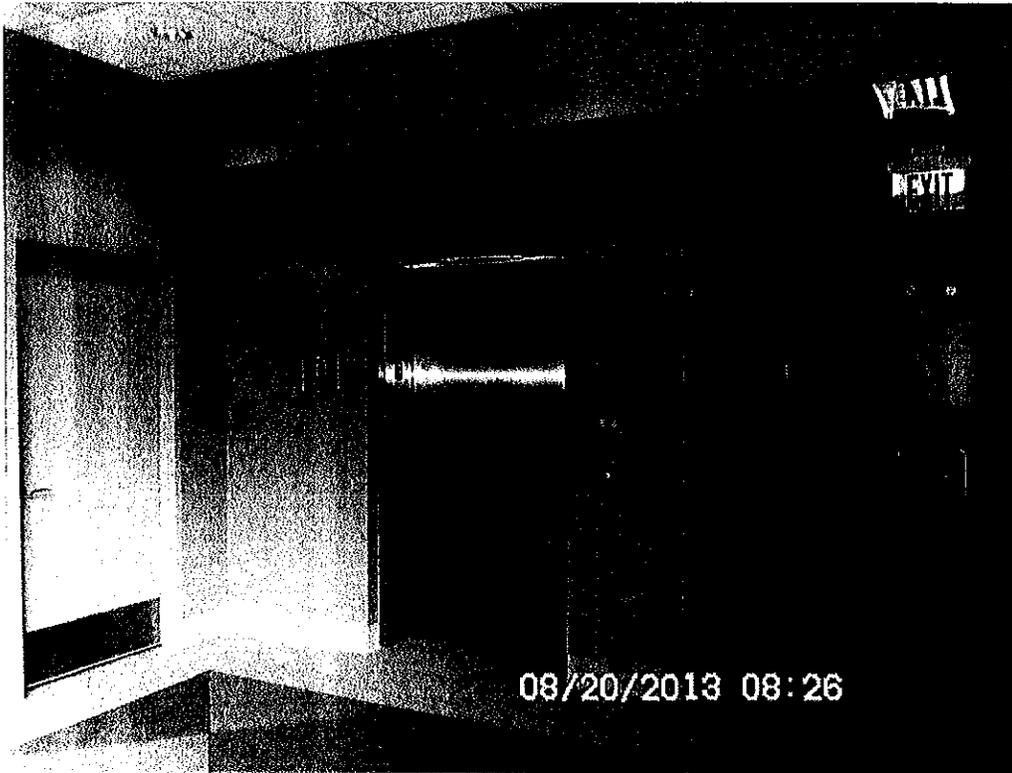
- Construction Payment Application #30 (period ending July) : \$ 280,153.19

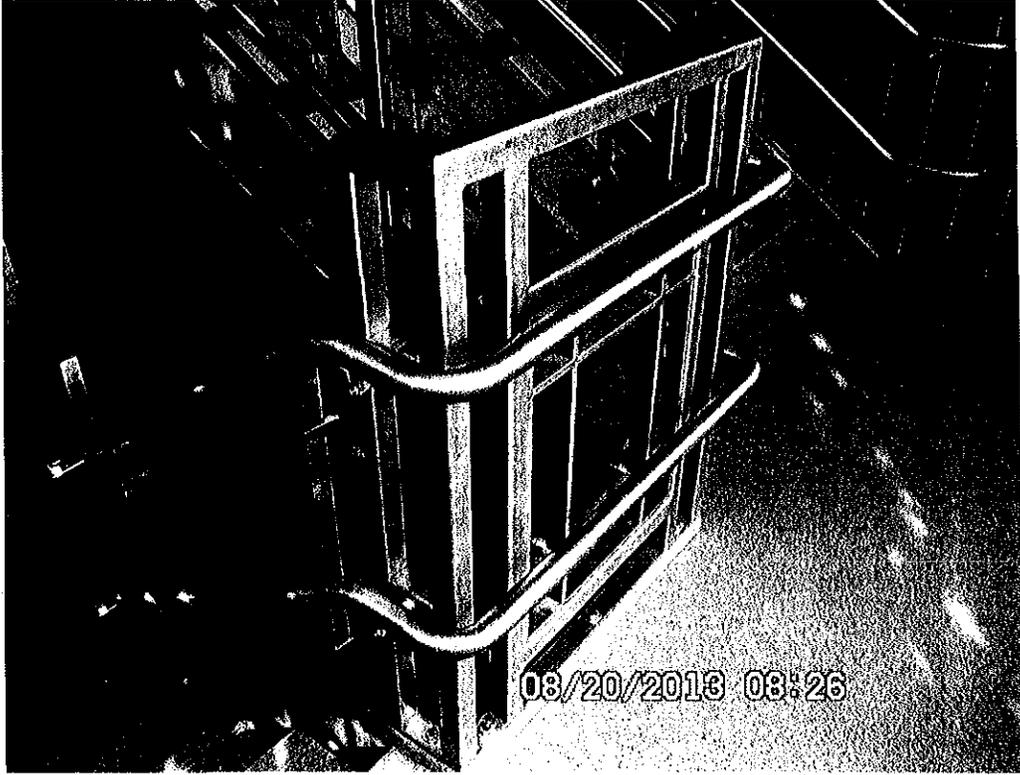














**Town of Shrewsbury**  
MASSACHUSETTS 01545-5398

August 16, 2013

To: Sherwood Middle School Building Committee  
Spring Street Building Committee  
From: Daniel J. Morgado  
Re: Next Meeting

RECEIVED  
TOWN CLERK'S OFFICE  
13 AUG 16 PM 2:44  
SHREWSBURY, MASS.

The next meeting of the Committees will be **Tuesday, August 20, 2013, at 7:00 PM in the the conference room of the new Sherwood Middle School** to consider the following agenda:

**AGENDA**

1. Call to Order
2. Accept minutes of July 16, 2013
3. Act on bill schedule(s)

PMA	\$44,000.00
School Department IT	\$6,914.00
LPA	\$9,925.00
	\$60,839.00

4. Report from PMA Consultants - Owner's Project Manager
  - a. Water Damage
5. Report from Lamoureux Pagano Associates
6. Report from Gilbane Building Company (GBC) - CM at Risk Firm
7. Building Committee action as necessary
  - a. Act on Bid Awards on Bid Packages (as necessary)
  - b. Act on Construction Change Authorizations (as necessary)
  - c. Act on Budget Expense Authorizations (as necessary)
  - d. Act on Allowance Expense Authorizations (as necessary)
  - e. Act on Contingency Expense Authorizations (as necessary)
8. Other business
9. Adjourn

Bill schedules as noted  
Change Order #11  
Report prepared by Gilbane dated July 16, 2013  
ATP #0139  
Excerpt from the CM at Risk Contract (Section 7.2)