

MINUTES
SHERWOOD MIDDLE SCHOOL BUILDING COMMITTEE
SPRING STREET SCHOOL BUILDING COMMITTEE
September 17, 2013

Present: Mr. Fitzgerald, Ms. Nash, Mr. Cox, Dr. Sawyer, Ms. Canzano, Mr. Wolohan, Mr. Morgado

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

Call to order at 7:00 PM

Spring Street School

Mr. Queeney is finishing on the closeout of the project and final paperwork to re-allocate budget categories was signed.

Sherwood Middle School

On a motion by Ms. Canzano, second by Ms. Nash, the minutes of August 20, 2013, were accepted.

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

LPA	\$7,800.00
School (IT Equipment)	\$6,220.90
	\$14,020.90

Ms. Crockett advised that the FF&E punch list is completed. A lessons learned meeting was held with the design and construction team. Finally, \$75,000 will be held back from the site contractor due to issues with the softball field.

Mr. Queeney provided and reviewed his Summary of Expenditures of Contingencies and Allowances report dated September 17, 2013. The matters shown of the report were discussed.

On a motion by Mr. Cox, second by Mr. Wolohan, the Committee voted to approve AEA #10007e (credit of \$177,031).

On a motion by Mr. Cox, second by Ms. Canzano, the Committee voted to approve ATP #162 (credit of \$10,192).

Change Order #12 was presented along with Owner Amendment #1. On a motion by Mr. Cox, second by Ms. Nash, CO #12 was approved (\$10,812.50). On a motion by Dr. Sawyer, second by Ms. Canzano, Owner Amendment #1 (credit of \$1,133,753.38) was approved.

Mr. Kincaid and Mr. Driscoll presented the Gilbane report dated September 17, 2013. Discussion focused on the softball field. The owner of the sub-contracting firm is directly involved and will commit the resources to get the field in correct shape. There will be another site walk at the end of October. Gilbane will be off the site by the middle of October.

This is the last regular meeting of the Committee. Mr. Fitzgerald will make the final report at the Special Town meeting on October 21st.

Meeting adjourned at 7:50 PM.

Respectfully submitted,

Daniel J. Morgado
Town Manager

Materials Referenced

Meeting notice with attachments dated September 13, 2013
Bill schedules as noted
Summary of Expenditures dated September 17, 2013
Change Order #12
Owner Amendment #1
Report prepared by Gilbane dated September 17, 2013



Town of Shrewsbury, Massachusetts
 Sherwood Middle School Project

SHERWOOD MIDDLE SCHOOL
 Summary of Expenditures of
 Contingencies and Allowances

September 17, 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
\$ 1,802,910.62	Expenditures Previously Accepted by Building Committee
\$ (175,049.00)	AEA's Reviewed and Presented This Month for Building Committee ratification
\$ 1,133,753.38	Value of Allowance balances remaining
59%	Percentage Consumed

This Month:

AEA #	Description	Amount
10011c	Floor Preparation - millwork considerations	\$ 1,982.00
10007e	Reconciliation of Contract Basis for ACM Quantities	\$ (177,031.00)
TOTAL \$		(175,049.00)

CM Contingency Expenditures (BEAs)

\$ 1,030,485.00	Value of category as of establishment of GMP
\$ 302,763.90	Expenditures Previously Accepted by Building Committee
\$ -	BEA's Reviewed and Presented This Month for Building Committee ratification
\$ 727,721.10	Value of CM Contingency balance remaining
29%	Percentage Consumed (including requested issues)
97%	Percentage Complete (as of GBCo June 2013 Req. adj. for unspent CM conting & Allowances)

This Month:

BEA #	Description	Amount
	none to report	
TOTAL \$		-

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
\$ 10,813.00	Authorized Expenditures Not Yet Compiled into Change Order (see below)
\$ 1,023,127.00	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:

CCA #	Description	Amount
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 *
ATP 162	Infield materials at ball fields	\$ (10,192.00)
ATP 163	Crescent St. Drainage pipe change	\$ 12,957.00 *
TOTAL \$		10,813.00

* - Apprvd at previous mtg

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)

GILBANE BUILDING COMPANY CHANGE ORDER

CO 12

CONTRACT FOR: Sherwood Middle School
OWNER: Town of Shrewsbury
ADDRESS: 100 Maple Avenue
 Shrewsbury, MA 01545

PROJECT NUMBER: 115074000
CHANGE ORDER NO: 12 (Post GMP)
DATE OF ISSUANCE: 9/16/13
SUBMITTED BY: GILBANE BUILDING COMPANY
CONTRACT DATED: 5/10/11

ARCHITECT: Lamoureux Pagano Associates

ARCHITECT PROJ NO:

The Contract changes as follows:

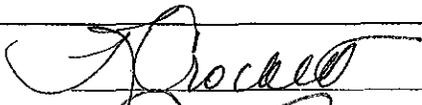
DESCRIPTION

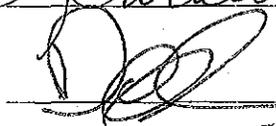
Change Order to adjust the GMP to include various Authorizations to Proceed (ATPs). See attached ATPs for description of change.

ATP Number	PCI Number	Change Request Description	Amount
ATP 154	OS-94	Misc. Steel - Delete Closure Plates	-\$2,400.00
ATP 160	OS-114	PR-43 - 4' High Fence at Athletic Field	\$6,869.50
ATP 161	OS-115	New DMH in Parking Lot	\$3,578.00
ATP 162	OS-119	Revised Baseball Field Infield Mix	-\$10,192.00
ATP 163	OS-117	Crescent Street Drainage Revision	\$12,957.00

Signature of the Owner indicates agreement herewith, including any adjustment in the Contract Sum or the Contract Time

The original Guaranteed Maximum Price was	34,076,286.00
Net change by previously authorized Change Orders	817,328.00
Guaranteed Maximum Price prior to this Change Order	34,893,614.00
Guaranteed Maximum Price will be increased by this Change Order in the Amount	10,812.50
The new Guaranteed Maximum Price including this Change Order will be	34,904,426.50
The Contract Time will be unchanged by	0 days
The date of Substantial Completion for construction as of the date of this Change Order therefore is	10/31/13

Architect:  Date: 9-17-13

Owner:  Date: 9/17/13

Company:  Date: 9-17-13
 GILBANE BUILDING COMPANY

Distribution: Owner Lamoureux Pagano Associates GILBANE BUILDING COMPANY
 CR File CO File Other

GILBANE BUILDING COMPANY OWNER AMENDMENT

Owner Amendment #1

CONTRACT FOR: Sherwood Middle School
OWNER: Town of Shrewsbury
ADDRESS: 100 Maple Avenue
 Shrewsbury, MA 01545

PROJECT NUMBER: 115074000
OWNER AMENDMENT NO: 1
DATE OF ISSUANCE: 9/17/13
SUBMITTED BY: GILBANE BUILDING COMPANY
CONTRACT DATED: 5/10/11

ARCHITECT: Lamoureux Pagano Associates

ARCHITECT PROJ NO:

The Contract changes as follows:

DESCRIPTION

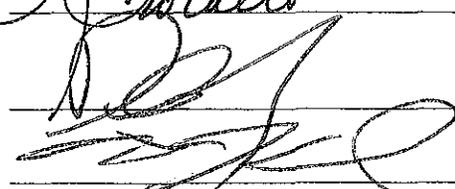
Owner Amendment to reconcile the final GMP allowance balances .

AEA Number	PCI Number	Change Request Description	Amount
AEA 10000	OS-120	Owner Allowance Reconciliation	-\$1,133,753.38

Signature of the Owner indicates agreement herewith, including any adjustment in the Contract Sum or the Contract Time

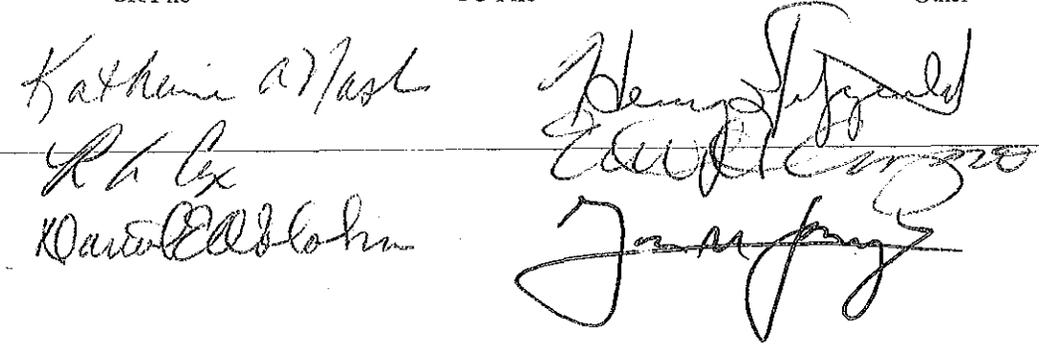
The original Guaranteed Maximum Price was	34,076,286.00
Net change by previously authorized Change Orders	828,140.50
Guaranteed Maximum Price prior to this Change Order	34,904,426.50
Guaranteed Maximum Price will be increased by this Owner Amendment in the Amount	-1,133,753.38
The new Guaranteed Maximum Price including this Owner Amendment will be	33,770,673.12
The Contract Time will be unchanged by	0 days
The date of Substantial Completion for construction as of the date of this Owner Amendment therefore is	10/31/13

Architect:  Date: 9.17.13

Owner:  Date: 7/17/13

Company:  Date: 9/13/13
 GILBANE BUILDING COMPANY

Distribution: Owner Lamoureux Pagano Associates GILBANE BUILDING COMPANY
 CR File CO File Other



Memorandum



Sherwood Middle School
GBC Project #: 5074

To: **Sherwood Middle School Building Committee**
From: **Walt Kincaid – Project Manager**
CC: **Jim Driscoll – Project Executive**
Date: **September 17, 2013**
Re: **CM Report**

Construction Activity this Period

Site Work

- Painted Line Striping (New and Phase 1)
- Completed New Drain Line at Crescent
- Completed Sand/Loam Installation at Athletic Field
- Installed Irrigation Heads, Sand Slits and Seeding at Athletic Field
- Completed Site Stair
- Installed CB-116 (Final)

Softball Field

- Applied Weed Killer
- Touched up low spots with Loam
- Adjusted Irrigation Heads and Valve Boxes
- Aerated the Field
- Slice Seeded the Field

Key Dates/Upcoming Activities

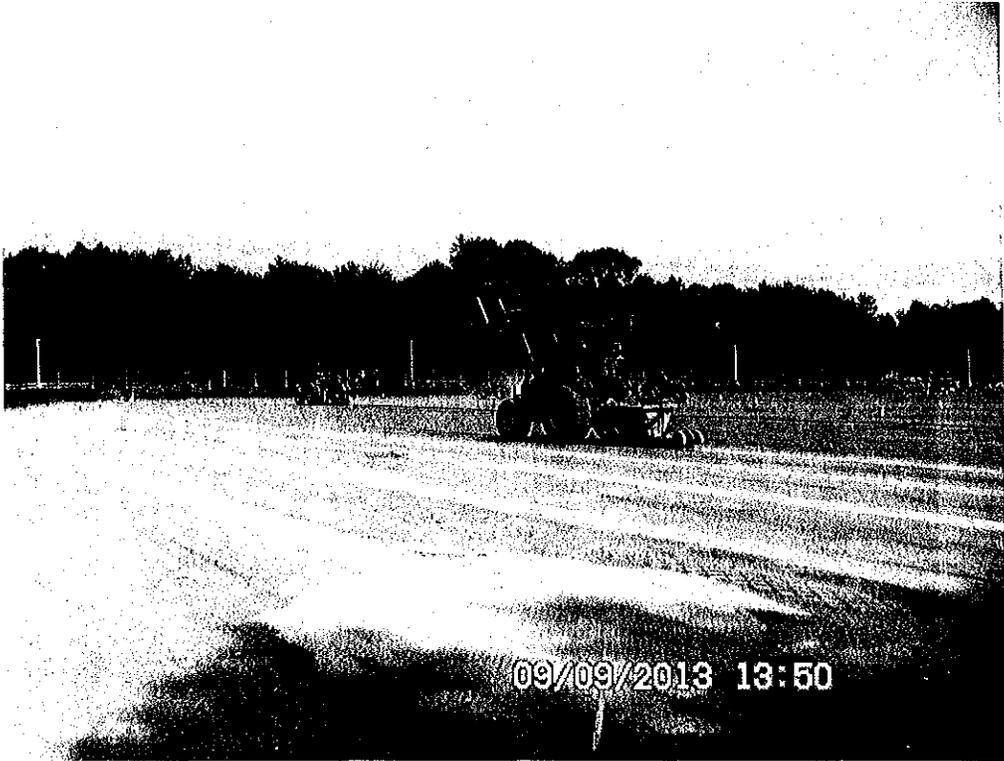
Site Work

- Install Collector Drain along South Side Walk Path
- Complete Paving Walk Paths
- Install Backstop and Field Fencing
- Install Crescent Drive Rock Wall
- Touchup Remaining Areas with Loam
- Complete Infield
- Complete Site Improvements
- Complete Sherwood Ave Drainage

Other Business:

- Construction Payment Application #31 (period ending August) : \$ 332,646.06







OFFICE OF THE
TOWN MANAGER



Richard D. Carney Municipal Office
Building
100 Maple Avenue
Voice: 508-841-8508
Fax: 508-841-8599
dmorgado@th.ci.shrewsbury.ma.us

Town of Shrewsbury
MASSACHUSETTS 01545-5398

September 13, 2013

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

The next meeting of the Committees will be **Tuesday, September 17, 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 August 20, 2013
3. Act on bill schedule(s)

As Available

4. Report from PMA Consultants - Owner's Project Manager
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

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.

Reference materials

Minutes of August 20, 2013
Bill schedules as available

Cc Sherwood Middle School Project Email Distribution List