



## TOWN OF SHREWSBURY

Richard D. Carney Municipal Office Building  
100 Maple Avenue

Shrewsbury, Massachusetts 01545-5338

**Present:** Mr. Kane, Mr. Cox, Mr. Baldinger, Mr. Mizikar, Mr. Girardi, Mrs. Fryc, Dr. Sawyer, Mr. Collins, Ms. Boucher

**Also Present:** Mrs. Deborah Shaer of PMA Consultants, LLC, Mr. Walter Hartley of PMA Consultants, LLC, Mr. Frank Payeur of Fontaine Brothers, and Katie Crockett of Lamoureux Pagano & Associates

### MINUTES

April 14, 2020

**Important Notice:** Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, this meeting of the **Beal Early Childhood Center Building Committee** will be conducted via remote participation to the greatest extent possible. All meetings and hearings listed in the agenda will also be done so through remote participation. Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting can be found on the town's website, at [www.shrewsburyma.gov/coronavirus](http://www.shrewsburyma.gov/coronavirus). For this meeting, members of the public who wish to listen or watch the meeting may do so by dialing [1 484-872-2124] and entering the following pin: [39 262 241#]. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event that we are unable to do so, despite best efforts, we will post on the town's website an audio or video recording, transcript, or other comprehensive record of proceedings as soon as possible after the meeting.

#### 1. Call to Order

Mr. Kane called the meeting to order at 6 pm, read remote script verbatim and gave the following statement:

“Good evening – given the unique place in history in which we find ourselves, I want to open the meeting with a statement regarding our concern and the concern of our contracting team regarding the on-going work at Beal and those participating on site.

From the outset of this project, communication has been strong and productive. Given the developments that communication has only enhanced and become more complete between the project team and Town leadership.

Construction of the new Beal Elementary School project continues to progress on site as public school construction continues to be deemed an ‘Essential Service’ by the Governor’s office.

Construction continues within the Commonwealth’s safety guidelines and our construction team has implemented and exceeded the safety guidelines prescribed by State officials.

Some examples of actions taken on site to maintain and ensure worker safety include enforcing social distancing by mandating crews take breaks separately and eliminating unnecessary visitors to the site, disallowing carpooling to and from the site, and the provision of handwashing and sanitization stations on site for the all workers.

In addition our contractor performs enhanced sanitization of all common areas and other surfaces. Our contractor performed a “Safety Stand Down” in the recent past to explain all the new procedures to the workers on site, and such re-fresher training continues. Additionally, new protocols to reflect any change in policy are subject to additional training regularly.

In terms of the project, substantial progress has been made in the past month including several sizable concrete pours which will continue to be made in the days and weeks ahead.”

## **2. Meeting Minutes of March 10, 2020**

On a motion by Ms. Fryc, seconded by Mr. Mizikar, on a roll call vote, Mr. Kane-yes, Mr. Cox-yes, Mr. Baldinger-yes, Mr. Mizikar-yes, Mr. Girardi-yes, Ms. Fryc-yes, Dr. Sawyer-yes, Mr. Collins-yes, Ms. Boucher-yes, the committee unanimously voted to approve the minutes as written.

## **3. Review and act on the following bill schedules and warrants:**

Vendor/Expense/Item	Amount
Fontaine Brothers Inc., Requisition No. 14	\$2,873,251.00
LPAA, Inc. Inv. 1717-2003	\$ 69,545.00
PMA Consultants LLC Invoice # 04110-32	\$ 78,684.50
Applied Geographics, Inc., Inv. 21032	\$ 2,272.50

Ms. Shaer made a correction that the PMA Invoice number should be 04110-34. On a motion by Ms Fryc, seconded by Mr. Mizikar, on a roll call vote, Mr. Kane-yes, Mr. Cox-yes, Mr. Baldinger-yes, Mr. Mizikar-yes, Mr. Girardi-yes, Ms. Fryc-yes, Dr. Sawyer-yes, Mr. Collins-yes, Ms. Boucher-yes, the committee unanimously voted to approve the bills as presented. Mr. Collins commented that all members would have to sign via DocuSign.

## **4. Hear reports, review and act on the following matters:**

### **a. Report from the Owner’s Project Manager**

#### **i. Project Financials**

Ms. Shaer reviewed the budget summary to date.

### **b. Report from the Architect**

#### **i. Project Update**

Ms. Crockett stated that the team has been successful through the current health crisis in meeting all contractual obligations. The team and the town continue with contract administration, finalizing design, and progressing with furniture, furnishing and equipment selections. Ms. Crockett stated that she has great respect for everything that is being done by all parties to accommodate the project and inspections.

### **c. Report from the Construction Manager**

#### **i. Schedule Update**

#### **ii. Construction Progress**

Mr. Payeur stated that in the last few weeks the slabs have been poured for areas B & C and the team made strides in masonry work and drainage systems are being installed. They are doing what they can as COVID-19 does have an impact with the biggest impact being the carpenters union. So far there are no issues with product availability.

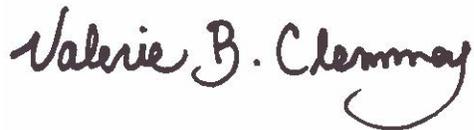
**5. Set date for next meeting**

The next meeting is set for May 12, 2020

**6. Adjourn**

On a motion by Ms. Fryc, seconded by Mr. Mizikar, on a roll call vote, Mr. Kane-yes, Mr. Cox-yes, Mr. Baldinger-yes, Mr. Mizikar-yes, Mr. Girardi-yes, Ms. Fryc-yes, Dr. Sawyer-yes, Mr. Collins-yes, Ms. Boucher-yes, the committee unanimously voted to adjourn at 6:17 pm.

Respectfully Submitted,



Valerie B. Clemmey  
Administrative Assistant

**Referenced Materials**

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Minutes and Bill Schedules as noted above  
4/14/2020 Remote Participation Script  
4/14/2020 Budget summary

Office of the  
TOWN MANAGER  
TELEPHONE: (508) 841-8508  
FAX: (508) 842-0587  
kmizikar@shrewsburyma.gov



## TOWN OF SHREWSBURY

Richard D. Carney Municipal Office Building  
100 Maple Avenue  
Shrewsbury, Massachusetts 01545-5338

### DRAFT SCRIPT FOR REMOTELY CONDUCTED OPEN MEETINGS Effective March 23, 2020

#### Confirming Member Access:

As a preliminary matter, this is James Kane, Chair of the Beal Early Childhood Center Building Committee. Please permit me to confirm that all members and persons anticipated on the agenda are present and can hear me.

- Members, when I call your name, please respond in the affirmative.
  - Sandra Fryc
  - Erin Boucher
  - Keith Baldinger
  - Bob Cox
  - Patrick Collins
  - Christopher Giradi
  - Kevin Mizikar
  - Joseph Sawyer
- Staff, when I call your name, please respond in the affirmative.
  - Valerie Clemmey
- Anticipated Speakers on the Agenda, please respond in the affirmative.
  - Deborah Shaer
  - Walter Hartley
  - Katie Crockett
  - Sean Brennan
  - David Fontaine Jr.
  - Frank Payeur

### **Introduction to Remote Meeting:**

Good evening. This Open Meeting of the Beal Early Childhood Center Building Committee is being conducted remotely consistent with Governor Baker's Executive Order of March 12, 2020, due to the current State of Emergency in the Commonwealth due to the outbreak of the "COVID-19 Virus."

In order to mitigate the transmission of the COVID-19 Virus, we have been advised and directed by the Commonwealth to suspend public gatherings, and as such, the Governor's Order suspends the requirement of the Open Meeting Law to have all meetings in a publicly accessible *physical* location. Further, all members of public bodies are allowed and encouraged to participate remotely.

The Order, which you can find posted with agenda materials for this meeting allows public bodies to meet entirely remotely so long as reasonable public access is afforded so that the public can follow along with the deliberations of the meeting.

Ensuring public access does not ensure public participation unless such participation is required by law. This meeting will not feature public comment.

For this meeting, the Beal Early Childhood Center Building Committee is convening by telephone conference via Google as posted on the Town's Website identifying how the public may join.

### **Meeting Business Ground Rules**

We are now turning to the first item on the agenda. Before we do so, permit me to cover some ground rules for effective and clear conduct of our business and to ensure accurate meeting minutes.

- I, James Kane, will introduce each Board Member or Staff Member who has the lead role for this particulate item or guest/speaker associated with this item on the agenda. After they conclude their remarks, the Chair will go down the line of Members first and then to staff members, inviting each by name to provide any comment or questions. I will then call upon the members to offer a motion and then for a second. Please hold until your name is called. Further,
  - Please remember to mute your phone when you are not speaking
  - Please remember to speak clearly and in a way that helps generate accurate minutes

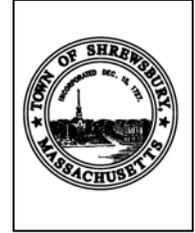
For others in attendance that are expected to present:

- Please hold until your name is called to present
- Please remember to mute your phone when you are not speaking

- Please remember to speak clearly and in a way that helps generate accurate minutes
  - After your presentation, members of the Board/Committee will be given the opportunity to ask questions
- 
- Finally, each vote taken in this meeting will be conducted by roll call vote.



## New Beal Elementary School Project April 14, 2020



<b>BUDGET SUMMARY</b>	
<b>Total Project Budget – 5.10.2019 PFA</b>	<b>\$92,809,274</b>
Architect Feasibility Study (FS) / Schematic Design (SD)	750,000
Architect FS/SD Contract Amendments 001 through 004	87,721
Amendment No. 005 – Design Services Design Development Phase through Project Close Out	6,375,000
Amendment No. 006 – Add’l Soils Testing at Wheelabrator	7,270
Amendment No. 007 – CA Services during Bldg. Abatement and Soils Removal / Relocation	90,640
<b>Sub Total A/E</b>	<b>\$7,310,631</b>
OPM Feasibility Study (FS) / Schematic Design (SD)	242,556
Amendment No. 001 – OPM Services Design Development Phase through Project Close Out	2,361,357
Amendment No. 002 – 3 <sup>rd</sup> Party Construction Testing Services. NTE Value	176,000
Amendment No. 003 – 3 <sup>rd</sup> Party Firestopping Testing and Photo Constr Docs/Web-Based Exact Builts	95,172
<b>Sub Total OPM</b>	<b>\$2,875,085</b>
Construction Manager at Risk: Pre-Construction Services Contract	286,580
CMR – Early Bid Package : Amendment No. 01 Abatement/Demo and Earthwork/Site Work	12,518,836
CMR – Early Bid Package : Amendment No. 02 Concrete and Structural Steel	8,717,962
CMR – Early Bid Package : Amendment No. 03 Trade-Contractors	24,471,053
CMR – Guaranteed Maximum Price (GMP) : Amendment No. 04	26,646,174
<b>Sub Total CMR</b>	<b>\$72,640,605</b>
<b>Total Contract Values to Date</b>	<b>\$82,826,321</b>
<b>Invoices/Costs through March 2020</b>	<b>\$24,721,862</b>
<b>Balance to Finish</b>	<b>\$68,087,412</b>
<b>Encumbered to Date</b> <i>(includes misc. invoice + cost of the land + Bldrs Risk)</i>	<b>\$83,942,585</b>
<b>Total Project Budget Remaining</b>	<b>\$8,866,689</b>
Total ProPay Submitted Amount to Date	\$21,701,087
ProPay Reimbursement Payments to Date	\$9,720,169
ProPay Reimbursement Payments Pending <i>(ProPay No. 022 Submitted 3.30.2020)</i>	\$1,081,578

**Schedule Update 04 - Shrewsbury - Beal Elementary School**

Activity ID	Activity Description	Orig. Dur.	Total Float	Start	Finish	Calendar	2019												2020												2021												2022																																																																																											
							M				J				Jul				A				S				O				N				D				J				F				M				A				M				J				Jul				A				S				O				N				D				J				F				M				A				M				J				Jul				A				S				O				N				D			
<b>Schedule Update 04 - Shrewsbury - Beal Elementary School</b>																																																																																																																																						
<b>Milestones</b>																																																																																																																																						
<b>Contract Milestones</b>																																																																																																																																						
CMS-1090	Final Contract Completion (11-01-21)	0	0		11/1/21*	7D - No Hol (MS Cal)	◆ Final Contract Completion (11-01-21)																																																																																																																															
<b>Building Construction</b>																																																																																																																																						
<b>Structural Steel</b>																																																																																																																																						
<b>Section B</b>																																																																																																																																						
CSTR-1560	Fireproofing - Section B	10	0	4/30/20	5/13/20	5D - Hol	Fireproofing - Section B																																																																																																																															
<b>Exterior Envelope</b>																																																																																																																																						
<b>Section B</b>																																																																																																																																						
CSTR-1445	Exterior LGMF - Section B	15	0	3/16/20 A	4/3/20	5D - Hol	Exterior LGMF - Section B																																																																																																																															
<b>Roof</b>																																																																																																																																						
<b>Section B</b>																																																																																																																																						
CSTR-1460	Rooftop Equipment Curbs - Section B	10	0	4/2/20	4/15/20	5D - Hol	Rooftop Equipment Curbs - Section B																																																																																																																															
CSTR-1465	Roof Drains / Rain Leader Piping - Section B	10	0	4/2/20	4/15/20	5D - Hol	Roof Drains / Rain Leader Piping - Section B																																																																																																																															
CSTR-1490	Rigid Insulation & Cover Board - Section B	5	0	4/16/20	4/22/20	5D - Hol	Rigid Insulation & Cover Board - Section B																																																																																																																															
CSTR-1520	Membrane Roofing, Flashing & Trim - Section B	5	0	4/23/20	4/29/20	5D - Hol	Membrane Roofing, Flashing & Trim - Section B																																																																																																																															
<b>Interior Finish-Out</b>																																																																																																																																						
<b>Section B</b>																																																																																																																																						
<b>Main Floor</b>																																																																																																																																						
<b>MEP Rough-Ins</b>																																																																																																																																						
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CSTR-1595	Mechanical Rough - Main Floor - Section B	20	0	3/30/20 A	6/8/20	5D - Hol	Mechanical Rough - Main Floor - Section B																																																																																																																															
<b>Electrical / Communications</b>																																																																																																																																						
CSTR-1620	Electrical Rough - Main Floor - Section B	20	0	5/18/20	6/15/20	5D - Hol	Electrical Rough - Main Floor - Section B																																																																																																																															
<b>Ground Floor</b>																																																																																																																																						
<b>MEP Rough-Ins</b>																																																																																																																																						
<b>Mechanical</b>																																																																																																																																						
CSTR-1720	Mechanical Rough - Ground Floor - Section B	20	0	6/9/20	7/7/20	5D - Hol	Mechanical Rough - Ground Floor - Section B																																																																																																																															
<b>Electrical / Communications</b>																																																																																																																																						
CSTR-1765	Electrical Rough - Ground Floor - Section B	20	0	6/16/20	7/14/20	5D - Hol	Electrical Rough - Ground Floor - Section B																																																																																																																															
<b>Section C</b>																																																																																																																																						
<b>Main Floor</b>																																																																																																																																						
<b>MEP Rough-Ins</b>																																																																																																																																						
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CSTR-1860	Mechanical Rough - Main Floor - Section C	15	0	7/8/20	7/28/20	5D - Hol	Mechanical Rough - Main Floor - Section C																																																																																																																															
<b>Electrical / Communications</b>																																																																																																																																						
CSTR-1900	Electrical Rough - Main Floor - Section C	15	0	7/15/20	8/4/20	5D - Hol	Electrical Rough - Main Floor - Section C																																																																																																																															
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CSTR-1990	Mechanical Rough - Ground Floor - Section C	15	0	7/29/20	8/18/20	5D - Hol	Mechanical Rough - Ground Floor - Section C																																																																																																																															
<b>Electrical / Communications</b>																																																																																																																																						
CSTR-2020	Electrical Rough - Ground Floor - Section C	15	0	8/5/20	8/25/20	5D - Hol	Electrical Rough - Ground Floor - Section C																																																																																																																															
<b>Section A</b>																																																																																																																																						
<b>Main Floor</b>																																																																																																																																						
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CSTR-2100	Mechanical Rough - Main Floor - Section A	20	0	8/19/20	9/16/20	5D - Hol	Mechanical Rough - Main Floor - Section A																																																																																																																															
<b>Electrical / Communications</b>																																																																																																																																						
CSTR-2135	Electrical Rough - Main Floor - Section A	20	0	8/26/20	9/23/20	5D - Hol	Electrical Rough - Main Floor - Section A																																																																																																																															
<b>Ground Floor</b>																																																																																																																																						
<b>MEP Rough-Ins</b>																																																																																																																																						
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CSTR-2240	Mechanical Rough - Ground Floor - Section A	15	0	9/17/20	10/7/20	5D - Hol	Mechanical Rough - Ground Floor - Section A																																																																																																																															
CSTR-2380	Mechanical / HVAC Equipment - Ground Floor - Section A	15	0	10/8/20	10/28/20	5D - Hol	Mechanical / HVAC Equipment - Ground Floor - Section A																																																																																																																															

Data Date 4/1/20  
Run Date 3/25/20

- Actual Work
- Remaining Work
- Critical Remaining Work
- ◆ Milestone

**Schedule Update 04 - Shrewsbury - Beal Elementary School**  
**Fontaine Bros., Inc**

Layout: Fontaine - Critical  
TASK filter: Critical.

Print Date: 3/25/20  
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