

MEETING NOTICE

Town of Tewksbury Elementary School Building Committee

Date: Thursday, April 14, 2022

Time of Meeting: 6:00pm

Location: Tewksbury Town Hall, 1st Floor Small Conference Room
1009 Main Street, Tewksbury, MA 01876

AGENDA

Item No.	Item
1	<u>Call Meeting to Order</u> <ul style="list-style-type: none">a) Roll Callb) Chairperson informs committee and audience this is a public meeting
2	<u>Review and Approve Previous Meeting Minutes</u> <ul style="list-style-type: none">a) February 10, 2022b) March 10, 2022
3	<u>Project Schedules:</u> <ul style="list-style-type: none">a) <u>Schedules:</u><ul style="list-style-type: none">i. OPM Milestone Project Schedule – April 07, 2022ii. CM Construction Schedule – April 2022
4	<u>Project Budget:</u> <ul style="list-style-type: none">a) <u>Budgets:</u><ul style="list-style-type: none">i. Project Budget – April 07, 2022ii. OPM Project Dashboard – April 2022iii. CM GMP Dashboard – April 2022
5	<u>Project Updates:</u> <ul style="list-style-type: none">a) <u>OPM (CBRE Heery)</u><ul style="list-style-type: none">i. Overview of project activities this period with look aheadii. Update on procurement of Move Manager & Moving Companyb) <u>Designer (Flansburgh)</u><ul style="list-style-type: none">i. Overview of Designer activities with look aheadii. Update on FF&E Planning and Procurement (see attached)iii. Technology Procurement & RFP Proposal Results – (see attached)c) <u>Construction Manager (Consigli)</u><ul style="list-style-type: none">i. Overview of Construction Activities with Look Ahead<ul style="list-style-type: none">➤ Site Logistics / Photographs / Progressd) <u>Owner (Tewksbury)</u><ul style="list-style-type: none">i.
6	<u>Review and Discuss Motions to Approve:</u> <ul style="list-style-type: none">a) Review for consideration to approve Construction Change Order #16. See item #7 below.

TOWN CLERK
BOARD OF REGISTRARS
TEWKSBURY, MA
2022 APR -8 AM 8:39

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7	<u>Project Contracts: Change Orders / Amendments / Purchase Orders:</u> a) Construction Change Order #16																																				
8	<u>Previous Business:</u> a) Update on Relocation of Center School b) Review Building Committee Membership																																				
9	<u>New Business:</u>																																				
10	<u>General Project Discussion:</u> a) Community / Neighborhood Outreach / Project Information / Web Site https://sites.google.com/tewksbury.k12.ma.us/esbc/home b) Center School Demolition date - Notify Abutters as courtesy and post of project web site																																				
11	<u>Project Meetings:</u> a) March 10, 2022 – FF&E Procurement Meeting b) March 22, 2022 – Center School Relocation c) March 23, 2022 – MEP Commissioning Progress Meeting d) March 23, 2022 – DPW Water Shutdown Meeting e) April 01, 2022 – FF&E Value Engineering Review f) April 06, 2022 – Site Tour- Planning Board, Select Board, School Committee, Building Committee																																				
12	<u>Project Invoices</u> <table border="1" style="width: 100%;"><thead><tr><th>No</th><th>Company</th><th>Invoice Number</th><th>Amount</th></tr></thead><tbody><tr><td>1</td><td>Flansburgh Architects (March'22)</td><td>0032656</td><td>\$87,771.25</td></tr><tr><td>2</td><td>Consigli (March'22)</td><td>Application #23 (DRAFT)</td><td>\$3,148,313.64 (DRAFT)</td></tr><tr><td>3</td><td>CBRE Heery (March'22)</td><td>PJIN00XXX</td><td>\$69,216.00</td></tr><tr><td>4</td><td>UTS (Feb'22)</td><td>98613</td><td>\$5,000.00</td></tr><tr><td>5</td><td>UTS (March'22)</td><td>98987</td><td>\$280.00</td></tr><tr><td>6</td><td>VHB (March'22)</td><td>0369239</td><td>\$925.74</td></tr><tr><td>7</td><td>Eagle Leasing (April'22)</td><td>RI2404571</td><td>\$99.00</td></tr><tr><td>8</td><td>Projectdog, Inc.</td><td>19260</td><td>\$550.00</td></tr></tbody></table>	No	Company	Invoice Number	Amount	1	Flansburgh Architects (March'22)	0032656	\$87,771.25	2	Consigli (March'22)	Application #23 (DRAFT)	\$3,148,313.64 (DRAFT)	3	CBRE Heery (March'22)	PJIN00XXX	\$69,216.00	4	UTS (Feb'22)	98613	\$5,000.00	5	UTS (March'22)	98987	\$280.00	6	VHB (March'22)	0369239	\$925.74	7	Eagle Leasing (April'22)	RI2404571	\$99.00	8	Projectdog, Inc.	19260	\$550.00
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13	<u>Other Business Not Reasonably Anticipated within 48 Hours of Meeting</u>																																				

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14	<u>Look Ahead Project Meeting(s) and Agenda Topics</u> a) Next Building Committee Meeting Scheduled for 05/12/22 at 6:00pm at Tewksbury Town Hall
15	<u>Public Comments</u>
16	<u>Adjourn</u>

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