



# Town of Tewksbury

## MINUTES

Committee: **Elementary School Building Committee**

Date: March 10, 2022

Location: Ryan School, Cafeteria

Members & Staff present: Anne Marie Stronach, Jonathan Ciampa, Jamey Cutelis, Shannon Demos, Jay Harding, Dave Libby, Richard Montuori, Brenda Regan, Lori Sustek and Maria Cutelis, secretary

Others Present: Peter Collins, Mike Ensminger, Chris Tremblay – CBRE | Heery Inc. Jorge Cruz, Vincent Dube - Flansburgh

The meeting was called to order at 6:06 pm by Anne Marie Stronach.

### Meeting Motions / Actions and Summary of Discussion

There are no minutes to approve.

Mike Ensminger reviewed the Project Schedule. The demolition of the existing field house is scheduled for the first few weeks in April. The construction office will be moved out of the field house into the classrooms. Abatement of the Center School should take 4-5 weeks with demolition sometime in early May. Fencing around the site will be installed during the last week of March. No questions to discuss regarding the project budget.

Mike Ensminger reviewed the OPM dashboard. There have been a total of 827 days of construction with 232 days until substantial completion. Contingencies are still in a good place. There is 48% remaining in the Owners Construction Contingency budget.

Mike Ensminger reviewed the Construction Manager's dashboard. Zinc paneling installation is ongoing, 2nd floor glass is scheduled to be installed the week of 3/23 and interior finishes continue throughout the building. Abatement and demolition of the Center School to begin the week of 4/4. Updated photos of the project were shown.

Chris Tremblay stated a draft RFP for the Move Manger is in process. He will reach out to Dave Libby for a preferred moving company.

Jorge Cruz and Vince Dubay presented the designer update. They're working closely with Consigli on getting the final finishes. A rolling punch list is in progress. Flansburgh is working with the OPM and Construction Manager to resolve any issues that arise. Anne Marie Stronach asked if the war in the Ukraine had any effect on the cost. Jorge Cruz explained that there was a lump sum bid and almost everything had been purchased. Mike Ensminger stated there could be some impact on lead times but so far timing is good. Vince Dubay stated furniture was finalized at

the last meeting. Furniture bids are scheduled to go out on Monday and there will be pricing for the next committee meeting. Technology products have gone out to bid and some of the pricing is back. Some of the bids received from the State bid list are under the technology budget.

The Furniture budget was discussed. After pricing out the selected items the furniture cost was about \$73,000 over the combined FF&E and Technology budgets. The furniture selections will be reviewed and changed if necessary. The over amount could come out to the Owner's Contingency if needed. Public bid documents are going out on Monday for some of the products not on the State list. Anne Marie Stronach clarified that the budget for both FF&E and Technology packages were established by the number of students (790) at a cost of \$1700 per student. The school department and the designer will review the products that were selected to make any changes and reduce the furniture cost. Anne Marie Stronach stated that although we need to live within the budget we need a durable product. Jorge Cruz will go back to his consultants and make recommendations. Jonathan Ciampa stated the Change Order Committee has been making recommendations believing there would be a surplus in the Technology budget.

Mike Ensminger reviewed the VOIP phone system bid from Integration Partners.

Jonathan Ciampa made a motion, seconded by Jamey Cutelis, to approve the VOIP phone system bid from Integration Partners in the amount of \$59,600.89. The motion passed by unanimous vote.

Anne Marie Stronach reviewed the membership of the ESBC. Jackie Simione has resigned. Shannon Demos, John Stadtman and Anne Marie Stronach are committee members representing elected positions and did not seek re-election. Anne Marie Stronach would like to be appointed as Jackie Simione's replacement filling the education requirement, and Shannon would like to continue as a committee member. Discussion of membership will be continued at next month's meeting.

Change Order 15 was presented and discussed. There are 9 change order requests included in the change order 15 for a total of \$136,860.62. Several of these items were previously discussed. The IT closet in the Central Administration area is new. The request is not elaborate. The room has been re-thought, ventilation was added and some cable needs to be repulled. The cost of the IT room is \$57,571.41.

Richard Montuori made a motion, seconded by Brenda Regan, to approve Change Order #15 in the amount of \$136,860.62. The motion passed by unanimous vote.

Relocation of the Center School staff will happen at the end of the month. Details will be sent to the abutter group and added to the ESBC website.

The School Committee, the Select Board and the Planning Board will be invited to tour the project site on Wednesday, April 6th at 3:30pm.

The project meetings that were attended over the last month were reviewed.

Invoices were reviewed and recommended for payment by the OPM.

Jamey Cutelis made a motion, seconded by Jay Harding, to approve invoice #32636 for Flansburgh Architects in the amount of \$87,771.26 for February 2022. The motion passed by unanimous vote.

Jamey Cutelis made a motion, seconded by Jay Harding, to approve Consigli Application #22 for February 2022 in the amount of \$3,537,726.38. The motion passed by unanimous vote.

Jamey Cutelis made a motion, seconded by Jay Harding, to approve CBRE Heery Invoice #PJIN0028871 in the amount of \$69,216.00. The motion passed by unanimous vote.

Jamey Cutelis made a motion, seconded by Jay Harding, to approve UTS invoice #98220 (February 2022) in the amount of \$5,860.00. The motion passed by unanimous vote.

Jamey Cutelis made a motion, seconded by Jay Harding, to approve VHB invoice #366751 (February 2022) in the amount of \$815.00. The motion passed by unanimous vote.

Jamey Cutelis made a motion, seconded by Jay Harding, to approve Eagle Leasing invoice RI2393046 for December 2021 in the amount of \$99.00. The motion passed.

There is no unanticipated business. There is no new business.

The next meeting is scheduled for April 14, 2022 at 6:00 pm at the Town Hall.

Brenda Regan made a motion, seconded by Jay Harding, to adjourn the meeting. The motion passed by unanimous vote and the meeting was adjourned at 7:00 pm.

List of Documents reviewed at the Meeting:

- OPM Report

Minutes approved by Committee on: 4/14/2022  
(Date)