

**School Building Committee**  
**Wednesday, October 13, 2021; 7:00 p.m.**

**\*Virtual Meeting Pursuant to Governor Baker's March 12,2020 Order, as Extended on June 15, 2021, with the Governor's signing of Senate Bill #2475, Suspending Certain Provisions of the Open Meeting Law**

<https://zoom.us/j/98800242598?pwd=NEVHZEHdWC83cGU1QIBxWUE1WkIDQT09>

Meeting ID: 988 0024 2598; Password: SBC

**Present:** Chris Fasciano, Chair; Kim Bodnar, Vice Chair; Buck Creel; Jennifer Glass; Gina Halsted; Sharon Hobbs; Becky McFall; Tara Mitchell; Craig Nicholson; Peter Sugar (joined at 7:38 pm); Owen Beenhouwer, liaison, Council on Aging & Human Services; Andrew Glass, liaison, Historical Commission; Ed Lang, liaison, Green Energy Committee (joined at 7:49 pm); Joel Seeley, SMMA; Jennifer Soucy, SMMA; Amanda Sawyer, CHA; Christopher Kavanaugh, Consigli; Sean Sweeney, Consigli (joined at 7:37 pm)

**Absent:** Tim Christenfeld; Doug Adams, liaison, Historical Commission; Ian Spencer, liaison, Public Safety; Gary Taylor, liaison, Planning Board; .

**Also Present:** Rob Ford, Technology Director, Lincoln Public Schools; Mary Ellen Normen, Administrator for Business and Finance, Lincoln Public Schools; Andy Payne, Finance Committee; Rich Rosenbaum (joined at 7:20 pm).

**Welcome and Opening Comments:** Chris Fasciano welcomed everyone and confirmed those present by roll call at 7:03pm. He noted that the School Building Committee (SBC) is meeting virtually as per Governor Baker's March 12, 2020, emergency order extended by legislation signed by Governor Baker on June 16, 2021. The meeting is being recorded and will be posted on the town's video website.

**Construction Update:** Chris Fasciano turned the meeting over to Amanda Sawyer, CHA, who shared a slide presentation. Chris Kavanaugh, Consigli, provided a construction update.

- Building A (Kindergarten wing): New sheathing, window blocking, and vapor barrier being installed. Roof insulation installation began today. The south side of the building will be the first to get new brick sheathing.
- New steel being installed in Building A. Exterior framing is being installed and then there will be more support added to the interior; mechanical, electrical, and plumbing (MEP) rough-in is continuing.
- New windows are being installed on the north side of Building A.
- Smith Gym roof was demolished and is being rebuilt.
- New footings are being put in place for Building B.
- Goal is to get as much of the exterior completed as possible before winter; try to get new slab in place before Thanksgiving.

**Owner's Project Manager Update:**

- Ms. Sawyer reviewed the budget update. There are no changes to the total construction budget.
  - The furniture, fixtures, and equipment (FF&E) line item has been updated and about \$250K has been spent to date, representing about 20% of the budget.
  - Ms. Sawyer said she has been trying to streamline the budget presentation. Factors in the future use of contingency funds include winter conditions, unsuitable soils, and septic tank investigation.

- Consigli is working on quantifying each of those issues.
    - Ms. Sawyer noted that Mr. Kavanaugh had provided an update to the Lincoln Finance Committee in September.
  - Punch list items remain from Phase 1. Teachers and staff are getting acclimated to the building and systems.
  - The construction schedule could be impacted by weather and possible material and labor shortages.
  - Mr. Nicholson asked if the punch list items affect Phase 2 and if it is difficult to get sub contractors back. So far neither has been an issue.
  - Remaining potential Change Orders (COs) for Phase 1 are about \$138K. Mr. Kavanaugh said they've made a big push to close out Phase 1. They are on pace with what they expected.
  - The team is projecting about \$976K in COs in Phase 2. Mr. Fasciano asked if new items might be added to that number. Mr. Kavanaugh said that he's been balancing new items with some that have come in under projection.
  - Kim Bodnar asked Mr. Kavanaugh to confirm that the "Phase 2 potential" category includes known changes, projection of unknowns, and allowances. She wanted to make sure she could track the numbers from the last report to this one.
  - For a vote this evening there is a CO for \$212,732.
- Ms. Soucy reviewed CO #19: She noted that all these items are things they have been tracking. Major elements include: Design review items for phase 2; phase 1 parapet steel; premium time for electrical work due to Eversource delays; added glass railings in the Auditorium to meet code; phase 2 foundation changes; and temporary line striping because the final coat of asphalt will not be installed until the end of the project.
    - Mr. Kavanaugh noted that the electrical work was delayed by three months which caused repercussions in other areas of the project. He thanked the electrical team for speeding up their work to ensure the school would be ready to open in September. Next month there will be a second change request for a smaller amount.
    - MOVED: Buck Creel moved to approve CO #19 as presented. The motion was seconded by Mr. Nicholson. Mr. Nicholson commented that it would be interesting to know the total cost of the Eversource delay. Mr. Kavanaugh said that he was able to cover some costs. He will put together a report and send it to Mr. Fasciano. The motion was approved by roll call vote: Bodnar, aye; Christenfeld, aye; Creel, aye; Glass, aye; Haines, aye; Halsted, aye; Hobbs, aye; McFall, aye; Mitchell, aye; Nicholson, aye; Sugar, no; Fasciano, aye; A. Glass, concur.
  - There is about \$400K left in the Construction Manager contingency.
  - The remaining holds will probably be added to the CM contingency (about 11%). Mr. Kavanaugh said they are comfortable where they are with the contingencies.

**Finance Committee Meeting Review:** Mr. Fasciano reported that he gave a brief overview of the project at the September 29<sup>th</sup> FinCom meeting, and he thanked Mr. Kavanaugh for his presentation to FinCom. Gina Halsted extended a big thank you for the focused presentation provided by Mr. Kavanaugh, Steve Banak, Becky McFall, and Mr. Creel. She said it provided an excellent foundation for any needed future discussions.

- Mr. Creel said that a number of people have asked about the Request for Proposals (RFP) for the modular classrooms. He said that they received no proposals, which is a neutral outcome. He noted that there is another section of M.G.L. #149 which spells out how public entities procure modular facilities. Any responses to the RFP by other public entities (e.g., other school districts) would have been a violation of law. Mr. Creel expects that other projects will put out

their own RFPs and then we can reply as a vendor. There should be more information in a month or so.

**Public Participation:** none

**Outreach Update:** Outreach is meeting virtually at 10:30am tomorrow.

**Owner's Project Requirements Working Group Update:** Mr. Creel said they are going through the process of tuning up systems.

**Minutes:** MOVED: Peter Sugar moved to approve the September 14, 2021 minutes as presented. The motion was seconded by Mr. Nicholson and approved by roll call vote: Bodnar, aye; Creel, aye; Glass, aye; Halsted, aye; Hobbs, aye; McFall, aye; Mitchell, aye; Nicholson, aye; Sugar, aye; Fasciano, aye. A. Glass, concur; Lang, concur.

**Discussion of other Topics:** none

**Adjournment:** Ms. Glass made a motion to adjourn which was seconded by Tara Mitchell. The motion was approved by a roll call vote: Bodnar, aye; Creel, aye; Glass, aye; Halsted, aye; Hobbs, aye; McFall, aye; Mitchell, aye; Nicholson, aye; Sugar, aye; Fasciano, aye. A. Glass, concur; Lang, concur.

The meeting adjourned at 7:59pm.

Minutes respectfully submitted by Jennifer Glass