

Millbury Public Schools

SHAW BUILDING FINANCE SUB COMMITTEE

Meeting Minutes

Subcommittee of the School Committee

Zoom Virtual Conference Meeting

Date: January 19, 2022

Time: 6:00PM

Attendance: Jen Nietupski, Rachel Decatur, Stephen Decatur, Rob Pine and Rick Bedard.

Absent: None.

Hill International/T2: David Billings, Jonathan Teixeira, Tim Brennan, Libby Turowski and Peter Turowski

MPS: Greg Myers.

- **Rick Bedard opened the meeting.**
- **Review and Approval of Outstanding Invoices**
David Billings reviewed the monthly invoices.
There was a brief discussion about the invoices and project status.
There was a discussion about stored materials and exceeding the \$100K threshold on the invoice. Mr. Bedard stated that he reviewed and pre-approved the stored materials amount that was above the \$100K amount. Mr. Pine inquired about tracking the previously stored material and what items are now on site. Mr. Billings stated that Hill has not tracked that data. Mr. Teixeira offered to complete an analysis of the materials that are now on site.
The general construction contract is 44% completed.
Mr. Billings stated that the contingency account started with about 3.2 million and now has \$1,094,943.

Hill International's Monthly Invoice.

Dated: January 11, 2022

Amount: \$51,637.00

Motion: Rachel Decatur

Second: Jen Nietupski

Vote: 5-0

All in Favor by Roll Call vote.

T2's Monthly Invoice.

Dated: January 5, 2022

Amount: \$75,744.50

Motion: Rachel Decatur

Second: Stephen Decatur

Vote: 5-0

All in Favor by Roll Call vote.

Yankee's Monthly Invoice.

Dated: December 28, 2021

Amount: \$4,720.00

Motion: Rachel Decatur

Second: Jen Nietupski

Vote: 5-0

All in Favor by Roll Call vote.

Fontaine Bros., Inc.'s Monthly Invoice.

Dated: January 13, 2022

Amount: \$3,946,463.99

Motion: Jen Nietupski

Second: Rob Pine

Vote: 5-0

All in Favor by Roll Call vote.

Potential Hill International Amendment for Additional Hourly Rate.

Mr. Billings and Mr. Bedard discussed the need for amend the Hill contract for the addition of John Cutler to the project. There is currently no hourly rate listed for his role and based on his experience. The amendment proposals requests an hourly rate of \$90.00. Mr. Cutler will be assisting the team on the move.

Motion: Rachel Decatur

Second: Rob Pine

Vote: 5-0

All in Favor by Roll Call vote.

Fontaine Bros., Inc.'s Change Order No. 8.

Mr. Billings reviewed Fontaine Bros. Change Order no. 8 in the amount of \$43,040.00. There was a brief discussion about the change order. Mr. Pine asked about the overhead and profit percentage when there are credits to the town. Mr. Billings stated that he would check on.

Fontaine Bros. change orders to date are \$668,710.00.

Their new contract amount is \$46,985,218.00.

Amount: \$43,040.00

Motion: Rachel Decatur

Second: Jen Nietupski

Vote: 5-0

All in Favor by Roll Call vote.

Technology Procurement Approvals

Mr. Billings and Mr. Brennan reviewed two technology procurements that they were seeking approval for tonight. There will be additional technology procurements. These two are related to infrastructure. Mr. Tuccio and Mr. Berthiaume have been involved with the specifications and bid proposals. GGD has led the initiative for T2. Mr. Brennan stated these two contract are critical to get awarded earlier than the others. Bids have been procured with the state bid. Mr. Bedard stated the district will issue purchase orders and contracts upon approval. A brief discussion took place regarding the two purchases and the

remaining technology items. Mr. Brennan stated the remaining technology items will be brought to the committee at the February meeting.

Contract Award: Metropolitan Telephone

Amount: \$50,713.31

Motion: Rachel Decatur

Second: Stephen Decatur

Vote: 5-0

All in Favor by Roll Call vote.

Contract Award: MicroNet

Amount: \$244,679.38

Motion: Rachel Decatur

Second: Jen Nietupski

Vote: 5-0

All in Favor by Roll Call vote.

Discussion:

There was a discussion about the status of the project, overall budget and schedule. Mr. Billings said we are still tracking about two weeks behind schedule but felt that we should have some type of occupancy at the end of June.

The team stated that the Furniture, Fixtures and Equipment procurements, the remaining Technology procurements and the Move Services procurement will be presented to the committee at the regular February meeting. The Move Services bid opening is next week. The FF & E bids have been returned and are being evaluated by T2.

Adjourned at 7:00PM.

Motion: Jen Nietupski

Second: Stephen Decatur

All in Favor by Roll Call vote.

- Packet: Outstanding Invoices
Hill Amendment for Additional Hourly Rate: J. Cutler
Fontaine Bros., Inc. Change Order no. 8
2 – Technology Procurement Awards: Metropolitan and MicroNet


