

Millbury Public Schools

SHAW BUILDING FINANCE SUB COMMITTEE

Meeting Minutes

Subcommittee of the School Committee

Millbury Jr./Sr. High School

Media Center

12 Martin Street

Millbury, MA 01527

Date: February 16, 2022

Time: 6:00PM

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

Absent: Rob Pine.

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

MPS: Greg Myers and Jeff Berthiaume.

- **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.

Hill International's Monthly Invoice.

Dated: February 8, 2022

Amount: \$56,066.00

Motion: Jen Nietupski

Second: Stephen Decatur

Vote: 4-0

All in Favor.

T2's Monthly Invoice.

Dated: February 4, 2022

Amount: \$91,562.40

Motion: Jen Nietupski

Second: Stephen Decatur

Vote: 4-0

All in Favor.

This month's invoice includes some T2 amendment work.

Yankee's Monthly Invoice.

Dated: January 31, 2022

Amount: \$1,465.00

Motion: Stephen Decatur

Second: Jen Nietupski

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Vote: 4-0

All in Favor.

There has not been a lot of testing completed during the last month.
The contract is well within budget.

Fontaine Bros., Inc.'s Monthly Invoice.

Mr. Bedard stated that he approved of the \$332,200.14 in stored materials on the January invoice. Mr. Billings stated that the first phase of the project is about 60-64% completed. Fontaine Bros. billing on their contract is 50% completed. Mr. Teixeira stated that he will update the stored materials listing.

Dated: February 10, 2022

Amount: \$2,987,841.98

Motion: Rachel Decatur

Second: Jen Nietupski

Vote: 4-0

All in Favor.

Fontaine Bros., Inc.'s Change Order No. 10

Mr. Billings reviewed Fontaine's Change Order no. 10.

The change order included PCO's 12Br1, 30, 54, 57B, 64A, 72, 75A, 76r1, 80, 86, 88, 94, 101, 106 and 107. The largest PCO was for ledge removal at \$168,261.00

Dated: February 11, 2022

Amount: \$264,807.00

Motion: Rachel Decatur

Second: Jen Nietupski

Vote: 4-0

All in Favor.

There was a brief discussion about the change order request.

Discussion:

Mr. Billings stated that Hill is tracking the budget, change orders, potential change orders, risk and contingency. The current contingency balance after Fontaine Change Order no. 10 and all known potential risks is \$1,085,833. This still leaves us in good shape but there are two phases of construction to complete after the new building is constructed. He also stated that he will be giving a more detail update to the full Building Committee.

Mr. Billings stated that the schedule is about two weeks behind.

Furniture, Fixtures and Equipment Procurement

Hill and T2 reviewed the FF & E procurement and their bid/contract recommendations. They stated items were either bid separately by the school district or bid through the MSBA/CPP, OSD State Bid or Mass. Higher Education (MHEC) collaborative purchase. The bids include classroom furniture, kitchen equipment and custodial equipment.

The bid recommendations total \$910,629.25 or \$30,629.25 over budget.

Mr. Billings stated the amount over budget can come from contingency.

Mrs. Turowski stated that the team decided to defer some purchases until later in case more funds become available.

Mr. Brennan reviewed how the purchases would be handled and when items should be delivered. There are no delivery charges. Purchase orders and contracts will be issued by the MPS Business Office. Hill International will track the budget.

Amount: \$910,629.25 to various vendors listed.

Motion: Rachel Decatur

Second: Jen Nietupski

Vote: 4-0

All in Favor

Technology Procurement

Hill and T2 reviewed the remaining technology items needed to procure. There were two bids awarded at the February 2, 2022 Shaw Building Committee meeting. The team recommended the two remaining procurements tonight. Tonight's recommendation includes a total of \$506,713.00 for two vendors Dell and Ockers. Awarding these two contracts brings the total technology purchase to \$801,818.69, which is \$31,818.69 over budget.

Mr. Billings stated that the overage can be absorbed through the contingency fund. He also stated that the school department has decided to defer \$30,000 of the \$90,000 library book purchase.

This will bring the total technology awards to four (4) vendors plus a small purchase for the School Lunch point of sale system.

Mr. Berthiaume reviewed the districtwide plan for Chromebooks and 1:1 devices. Since there is a limited amount of time that a Chromebook is operational, the plan is to have a student possess a Chromebook from Grade 3 through Grade 7 and then again from Grade 8 through Grade 12.

Amount: \$506,713.00 to Dell and Ockers

Motion: Jen Nietupski

Second: Stephen Decatur

Vote: 4-0

All in Favor

Move Services Procurement

Mr. Bedard reviewed the three bids we received for Move Services. All three bidders are from the state bid list and have completed school moves in the past. The move services include items coming from Elmwood and items being repurposed to other schools or municipal buildings.

The lowest responsive, responsible bidder is The Wakefield Companies for the amount of \$21,815.00. The team recommends awarding the contract to The Wakefield Companies. Ms. Leduc stated that this amount is slightly above the \$20,000 budget.

Amount: \$21,815.00 to The Wakefield Companies.

Motion: Rachel Decatur

Second: Jen Nietupski

Vote: 4-0

All in Favor

Adjourned at 7:00PM.

Motion: Jen Nietupski

Second: Rachel Decatur

Vote: 4-0
All in Favor.

- Packet: Outstanding Invoices
Fontaine Change Order No. 10







