

Millbury Public Schools

ATHLETIC FIELD BUILD COMMITTEE

Subcommittee of the School Committee
Millbury Jr./Sr. High School, Media Center
12 Martin Street
Millbury, MA 01527

January 28, 2020
6:00PM
Meeting Minutes

Attendance: Pat Mara, Jen Nietupski, Rick Bedard, Brian Ginisi, Ray Richards, Rob Pine, Chris Wilbur, Chris Lowe and John Perry (Gale Associates).

At 6:00PM Pat Mara brought the meeting to order.

- Approval of 1-16-20 AFB Committee Meeting Minutes
Rob made a motion to approve the minutes, seconded by Brian G., all in favor.
- Approval of Gale Associates Invoice
Chris W. make a motion to approve Gale invoice no. 1912276 for \$21,020.00, seconded by Chris L., all in favor.
- Gale Associates: Update of Budget/Schedule/Programming Guide

John Perry from Gale Associates gave the committee an update on the design, schedule, programming guide and budget for the athletic field work and the amenities building. We are currently at 75% designed.

He stated that we are scheduled for the Conservation Commission meeting on February 5, 2020 and Planning Board for February 24, 2020. John mentioned that he, along with Pat and Rick, met with Laurie Connors, town planner, earlier in the day on an informal basis to review the site plan review and potential issues/concerns. He referred to an email detailing some of Laurie's concerns. Gale is addressing those concerns with either responses or written waiver requests. He expects to have some waiver requests.

Rick mentioned that the project will have two costs associated with permitting:

1. Legal Advertisements for Abutters
2. Site Plan Review (about \$6K)

Rick said the other permitting fees will be waived. Greg is writing a request. John also reviewed and accepted some suggestions for the amenities building design. Some committee members were disappointed that S3 Design was not in attendance to answer questions directly. Rick said we have a contract with them directly and he would make sure they can attend the February 11, 2020 AFB Committee meeting.

The committee continued to discuss specific design and budget items. The committee is still very concerned about keeping within the budget based upon the Gale Associates miscalculation in the original 4,950,834 design estimate. The "General Conditions" was not tabulated in the original Gale budget estimate.

The following items were discussed:

- Musco field lighting (how the power is fed from the building and footcandle needs)
- No more electrical shed needed near C and S Lumber
- Field or Sponsorship Logo on the field
- Sewn or painted lines on the synthetic turf
- NFHS regulation lines (which sports lines do we want?)
- Soccer goals with locking system (so you don't need sand bags)
- Press Box (size, dimensions and windows)

Pat led a discussion about the current budget, which is at 75% design but only has 4.6% in design contingency instead of the normal 10% contingency. This is at least a \$200K shortfall. Rob and others said they are worried that it is too low and could jeopardize the project. Committee members again questioned John about the Gale Associates miscalculation under the General Conditions. John also thought 4.6% is too low for a design contingency.

General Conditions was originally \$707,252. It is now \$378,596.

Rick mentioned that Greg has been in discussions with legal counsel regarding the Gale miscalculation. Rick also said he has spoken to Gale Principal Jon Lindberg and he said his firm admits to the problem and apologizes for the error. Rick talked to him about insurance, i.e. errors and omissions. Rick reported that Jon told him that the insurance company did not think the estimating error would be covered but Gale Associates would support an insurance claim if Millbury wanted to pursue.

Rob handed out a spreadsheet he compiled that compared the original budget vs. the 1-16-20 50% version vs. the 1-28-20 75% version. Rob reviewed the areas that have been changed in blue and red highlight. Some items the committee already knew about. However, there were some items, most notably the depth of the parking pavement and athletic track, that has been reduced in order to cut costs.

Rob emphasized his concern with the 4.6% or \$207,272 contingency amount. He also said that the amenities building has no contingency.

Chris W. asked if we could ask Gale Associates to include their fee or part of their fee in the alternate or amount leftover if the bids came in low.

John discussed Gale's history with bid amounts vs. budgeted amounts.

Jen emphasized that we need to provide the community with what we promised, i.e. nonnegotiables. In other words, look at the items under consideration and determine if it's one of the promised items. All other items are over/above what we promised the town. She said it came down to a synthetic turf multi-purpose field with lights as the biggest promise.

Jen also emphasized the need for the amenities building designer to be part of this conversation. The amenities building construction budget is currently \$574,000 up from the original \$517,900. Committee members thought there could be savings there with size, number of toilets or other savings.

Rob thought the bigger contingency risk is with the field than the building due to the site conditions.

Rick asked John which construction item has the longest lead time. John said the Press Box has a four (4) month lead time due to manufacture and delivery.

It was decided that Gale Associates would revise the budget based upon some of the items discussed tonight and the pending S3 amenities building estimate. The committee wanted to see the revision before moving forward. They also wanted to see the building estimate to make a determination about asking S3 to make recommendations about reducing its cost. John said he would work on these recommendations. Committee members decided to schedule a February 5, 2020 meeting for this purpose in case it's needed.

- S3 Design, Inc.: Update of Budget and Design

S3 Design was not in attendance.

Gale Associates spoke about the amenities building.

Gale said S3 was still working to finalize the amenities building estimate. He thought it would be completed by the end of the week or first thing next week.

- 50% Design Documents – possible vote.

No 50% vote, we are now at 75% design. Committee members not comfortable voting with such a small contingency amount.

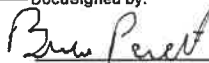
- Any other business not reasonably anticipated.
- The next Athletic Field Build Committee has been scheduled for February 11, 2020. Please bring your calendars to schedule meetings after that.

It was also decided to add a February 5, 2020 AFB Committee meeting in case it was needed for any budgeting decisions. Gale will be in town anyway for the Conservation Commission meeting that night.

Respectfully submitted,
Richard G. Bedard, Jr.

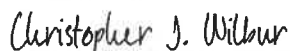


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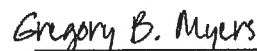
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- Packet: 1-16-20 AFB Committee Meeting Minutes
Gale Associates Invoice
Gale Associates Meeting Handouts
R. Pine Spreadsheet