

MEETING NOTICE

Town of Tewksbury Elementary School Building Committee

Date: Thursday January 13, 2022
Time of Meeting: 6:00pm
Location: Tewksbury Town Hall, 1st Floor Small Conference Room
1009 Main Street, Tewksbury, MA 01876

2022 JAN -6 AM 8:20
TOWN CLERK
BOARD OF REGISTRARS
TEWKSBURY, MA

AGENDA

Item No.	Item
1	<u>Call Meeting to Order</u> <ul style="list-style-type: none">a) Roll Callb) Chairperson informs committee and audience this is a public meeting
2	<u>Review and Approve Previous Meeting Minutes</u> <ul style="list-style-type: none">a) December 09, 2021
3	<u>Project Schedules:</u> <ul style="list-style-type: none">a) <u>Schedules:</u><ul style="list-style-type: none">i. OPM Milestone Project Schedule – January 2022ii. CM Construction Schedule – January 2022
4	<u>Project Budget:</u> <ul style="list-style-type: none">a) <u>Budgets:</u><ul style="list-style-type: none">i. Project Budget – January 2022ii. OPM Project Dashboard – January 2022iii. CM GMP Dashboard – January 2022
5	<u>Project Updates:</u> <ul style="list-style-type: none">a) <u>OPM (CBRE Heery)</u><ul style="list-style-type: none">i. Overview of project activities this period with look aheadii. Look Ahead on procurement and selection of Move Managerb) <u>Designer (Flansburgh)</u><ul style="list-style-type: none">i. Overview of Designer activities with look aheadii. Update on FF&E Planning and Procurementiii. Update on Technology Planning and Procurementc) <u>Construction Manager (Consigli)</u><ul style="list-style-type: none">i. Overview of Construction Activities with Look Ahead<ul style="list-style-type: none">➤ Site Logistics / Photographs / Progressd) <u>Owner (Tewksbury)</u><ul style="list-style-type: none">i.

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6	<u>Review and Discuss Motions to Approve:</u> a) Review for consideration to approve Construction Change Order #13. See item #7 below.																												
7	<u>Project Contracts: Change Orders / Amendments / Purchase Orders:</u> a) Construction Change Order #13																												
8	<u>Previous Business:</u> a) Continue Discussion Regarding Relocation of Center School Staff – Ongoing Coordination b) Update and feedback from Teachers Visit on 12/22/21 c) Review of Building Plaque – DRAFT																												
9	<u>New Business:</u>																												
10	<u>General Project Discussion:</u> a) Community / Neighborhood Outreach / Project Information / Web Site https://sites.google.com/tewksbury.k12.ma.us/esbc/home																												
11	<u>Project Meetings:</u> a) December 12, 2021 – Center School Relocation Meeting b) December 16, 2021 – Technology Meeting c) December 22, 2021 – School Staff Walkthrough of Mockup Classroom d) January 06, 2022 – HRU Clearance Discussion with AHJ e) January 07, 2022 – FF&E Selection Meeting f) January 11, 2022 – Center School Relocation Meeting																												
12	<u>Project Invoices</u> <table border="1" style="width: 100%; border-collapse: collapse;"><thead><tr><th style="text-align: center;">No</th><th style="text-align: center;">Company</th><th style="text-align: center;">Invoice Number</th><th style="text-align: center;">Amount</th></tr></thead><tbody><tr><td style="text-align: center;">1</td><td>Flansburgh Architects (December'21)</td><td style="text-align: center;">TBD</td><td style="text-align: right;">\$87,771.25 (DRAFT)</td></tr><tr><td style="text-align: center;">2</td><td>Consigli (December'21)</td><td style="text-align: center;">Application #20</td><td style="text-align: right;">\$2,591,989.57 (DRAFT)</td></tr><tr><td style="text-align: center;">3</td><td>CBRE Heery (December'21)</td><td style="text-align: center;">PJIN0027879</td><td style="text-align: right;">\$69,216.00</td></tr><tr><td style="text-align: center;">4</td><td>UTS (December'21)</td><td style="text-align: center;">None this Period</td><td style="text-align: right;">\$0.00</td></tr><tr><td style="text-align: center;">5</td><td>VHB (December'21)</td><td style="text-align: center;">0361473</td><td style="text-align: right;">\$562.50</td></tr><tr><td style="text-align: center;">6</td><td>Eagle Leasing (December'21)</td><td style="text-align: center;">RI2364675</td><td style="text-align: right;">\$99.00</td></tr></tbody></table>	No	Company	Invoice Number	Amount	1	Flansburgh Architects (December'21)	TBD	\$87,771.25 (DRAFT)	2	Consigli (December'21)	Application #20	\$2,591,989.57 (DRAFT)	3	CBRE Heery (December'21)	PJIN0027879	\$69,216.00	4	UTS (December'21)	None this Period	\$0.00	5	VHB (December'21)	0361473	\$562.50	6	Eagle Leasing (December'21)	RI2364675	\$99.00
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13	<u>Other Business Not Reasonably Anticipated within 48 Hours of Meeting</u>
14	<u>Look Ahead Project Meeting(s) and Agenda Topics</u> a) Next Building Committee Meeting Scheduled for 02/10/22 at 6:00pm at Tewksbury Town Hall
15	<u>Public Comments</u>
16	<u>Adjourn</u>