

MEETING NOTICE

Town of Tewksbury Elementary School Building Committee

Date: Thursday February 10, 2022
Time of Meeting: 6:00pm
Location: Tewksbury Town Hall, 1st Floor Small Conference Room
1009 Main Street, Tewksbury, MA 01876

2022 FEB -4 PM 2:50
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) January 13, 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 – February 03, 2022ii. CM Construction Schedule – February 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 – February 04, 2022ii. OPM Project Dashboard – February 2022iii. CM GMP Dashboard – February 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 Manager & Moving Companyb) <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. Technology Procurement & RFP Proposal Results (see attached)c) <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.
6	<u>Review and Discuss Motions to Approve:</u> <ul style="list-style-type: none">a) Review for consideration to approve Construction Change Order #14. See item #7 below.

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7	<u>Project Contracts: Change Orders / Amendments / Purchase Orders:</u> a) Construction Change Order #14 b) Additional Change Request for Review and Consideration via CORC																																				
8	<u>Previous Business:</u> a) Continue Discussion Regarding Relocation of Center School Staff – Ongoing Coordination																																				
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 b) Center School Demolition date - Notify Abutters as courtesy and post of project web site																																				
11	<u>Project Meetings:</u> a) January 13, 2022 – FF&E Samples Meeting b) January 18, 2022 – Technology MDF/IDF Meeting c) January 20, 2022 – Salvaged Bookcase with Tewksbury Historic Commission d) January 24, 2022 – Security Systems Zoning Meeting e) January 25, 2022 – MEP Commissioning Meeting f) January 25, 2022 – Center School Relocation g) January 28, 2022 – FF&E Finishes Meeting h) February 02, 2022 – Technology Proposals Meeting i) February 02, 2022 – Change Order Review Committee j) February 08, 2022 – Center School Relocation																																				
12	<u>Project Invoices</u> <table border="1"><thead><tr><th>No</th><th>Company</th><th>Invoice Number</th><th>Amount</th></tr></thead><tbody><tr><td>1</td><td>Flansburgh Architects (January'22)</td><td>0032605</td><td>\$87,771.25</td></tr><tr><td>2</td><td>Consigli (January'22)</td><td>Application #21</td><td>\$2,973,958.59</td></tr><tr><td>3</td><td>CBRE Heery (January'22)</td><td>PJIN0028385</td><td>\$69,216.00</td></tr><tr><td>4</td><td>UTS (January'22)</td><td>97828</td><td>\$4,100.00</td></tr><tr><td>5</td><td>VHB (Dec'21-Jan'22)</td><td>0365108</td><td>\$1,719.18</td></tr><tr><td>6</td><td>Eagle Leasing (January'22)</td><td>RI2376374</td><td>\$99.00</td></tr><tr><td>7</td><td>Eagle Leasing (February'22)</td><td>RI2382119</td><td>\$99.00</td></tr><tr><td>8</td><td>Collins Sports Medicine (Dec'21)</td><td>399355</td><td>\$6,171.25</td></tr></tbody></table>	No	Company	Invoice Number	Amount	1	Flansburgh Architects (January'22)	0032605	\$87,771.25	2	Consigli (January'22)	Application #21	\$2,973,958.59	3	CBRE Heery (January'22)	PJIN0028385	\$69,216.00	4	UTS (January'22)	97828	\$4,100.00	5	VHB (Dec'21-Jan'22)	0365108	\$1,719.18	6	Eagle Leasing (January'22)	RI2376374	\$99.00	7	Eagle Leasing (February'22)	RI2382119	\$99.00	8	Collins Sports Medicine (Dec'21)	399355	\$6,171.25
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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 03/10/22 at 6:00pm at Tewksbury Town Hall
15	<u>Public Comments</u>
16	<u>Adjourn</u>