

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

Agenda and Minutes

**Wednesday
July 1, 2020
4:30PM**

Present In Person: Pat Mara, Rick Bedard, Josh MacCreery, Brian Parath and Ray Richards

Present Remotely: Chris Lowe, Greg Myers, Jen Nietupski, Chris Wilbur, Rob Pine, John Perry (Gale) and Sal Canciello (S3)

Absent: Brian Ginisi

After a construction site tour Pat Mara brought the meeting to order at 5:00PM.

- **Introduction of new Millbury Athletic Director: Joshua MacCreery**
Pat introduced Josh MacCreery as the new Millbury Athletic Director. Jen made a motion to accept Josh MacCreery to the AFB as a voting member, Chris Wilbur seconded. All in favor by roll call vote.
- **Approval of April 30, 2020 and the June 11, 2020 AFB Committee Meeting Minutes.**
Rick made a motion to accept the minutes of April 30, 2020 and June 11, 2020, seconded by Rob. All in favor by roll call vote.
- **Invoice Approvals.**
The following invoices were discussed for approval:
Green Acres Landscaping: \$394,455.96
Gale Associates: \$10,641.50
S3 Design, Inc.: \$14,500.00
The Green Acres Landscaping invoice is their first construction invoice. It is approved through the AIA process based upon the percentage of completion from the original schedule of values. It has been reviewed with Ed Maiato, John Perry and Rick Bedard.
It was discussed that some of the funding for the designer invoices are from revolving accounts, not the town's borrowed funds.

Rob made a motion to approve the S3 and Gale invoices, seconded by Rick. All in favor by a roll call vote.

Rob mentioned the partial release and lien waivers for the subcontractors regarding the Green Acres Landscaping invoice.

There was a discussion regarding some of the top soil being left on site and whether it was screened before reusing.

Rick said the Green Acres invoice represents 10.82% of the total contract. He also said there is a 5% retainage on the billing.

Rob made a motion to approve the Green Acres invoice, seconded by Brian P. All in favor by a roll call vote.

Pat mentioned that we expect to have Green Acres invoices about every two weeks.

- S3 Design, Inc.: Update on the Amenities Building Bid Solicitation including General Contractor Amenities Building Bid Results – Possible Vote to Award Contract.

Sal gave an overview on the Amenities Building rebid solicitation and supplied the committee with his analysis and bid tabulation.

It was very competitive. There was a total of nine (9) bids ranging from the low bid of \$563,000 to the high bid of \$698,460.

The apparent low bid was from Stutman Contracting, Inc. of Oxford, MA for \$563,000. There was a discussion about forms certain bidders did not provide, including the apparent low bid. Rick spoke with Debbie Anderson of the Attorney General's office and because the form for the low bidder is not statutory and secretary in nature we can accept the bid as is. It is a decision of the local awarding authority. Sal and Rick both recommended accepting the apparent low bid. The vendor not receiving the contract has ten days to file a bid protest.

Rob made a motion to accept the bid from Stutman Contracting of Oxford, MA for \$563,000, Chris W. seconded. All in favor by a roll call vote.

John Perry inserted the amenities building amount into the spreadsheet to illustrate that we are still underbudget and carrying a contingency.

- Gale Associates: Update of the Green Acres Landscaping Work Schedule, Total Project Budget and other updates as necessary.
- Gale Associates: Discussion about possible Green Acres Landscaping Change Orders for Electrical, Driveway Exit and Brock Infill – Possible Vote to Award Change Orders.

John reported that the site contractor has not found any ledge, just boulders, which should keep the costs down.

He stated that he is recommending the acceptance of two change orders at this time:

#1 for Electrical Work: It was originally estimating at \$75K but is now \$65,024. This is the electrical work that we removed from the amenities building work to give to the site contractor. Pat and Rick had also solicited a bid from the town/school's electrical contractor R and M Electrical and determined that Green Acres change order estimate is competitive and fair. It was recommended to accept the change order amount of \$65,024.

#3 for the Right Hand Turn Work: \$16,405. This cost is also reduced based upon some recommendations from Rob at the last meeting to reduce the scope and width of the lanes. It was originally estimated to cost about \$25,000.

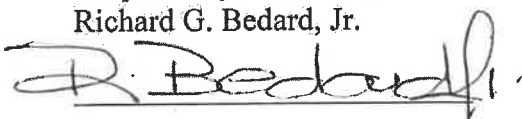
(Note: Change Order no. 2 is a reduction change order based upon some pole work that MPS did.)

Brian P. made a motion to accept Change Order No. 1 and Change Order No. 3, seconded by Jen. All in favor by a roll call vote.


The Brock Infill decision was tabled until the next meeting.

- Any other business not reasonably anticipated.
- At 6:00PM Rick made a motion to adjourn, seconded by Jen. All in favor by a roll call vote.
- The next Athletic Field Build Committee has not been scheduled. Please bring your calendars to schedule meetings after that.

Respectfully submitted,
Richard G. Bedard, Jr.



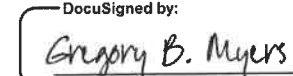
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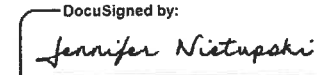
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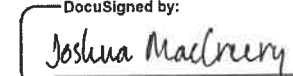
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- Packet: 4-30-20 and 6-11-20 AFB Meeting Minutes
Invoices