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MILLBURY, MASS

Millbury Public Schools

SHAW BUILDING FINANCE SUB COMMITTEE

Meeting Minutes

Subcommittee of the School Committee

Zoom Virtual Meeting

Date: May 19, 2021

Time: 5:00PM

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

Absent: None.

Hill International/T2: David Billings, Julie Leduc, Marty Goulet, Jonathan Teixeira
Peter Turowski, Tim Brennan, Erica Patten and Brian Fitch.

- **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: April 2021

Amount: \$52,096.00

Motion: Rachel Decatur

Second: Stephen Decatur

Vote: 5-0

All in Favor.

T2's Monthly Invoice.

Dated: April 2021

Amount: \$56,009.80

Motion: Rob Pine

Second: Jen Nietupski

Vote: 5-0

All in Favor.

Yankee's Monthly Invoice.

Dated: April 2021

Amount: \$3,090.00

Motion: Rachel Decatur

Second: Rob Pine

Vote: 5-0

All in Favor.

Fontaine Bros., Inc.'s Monthly Invoice.

Dated: April 2021

Amount: \$1,352,243.41

Motion: Rachel Decatur

Second: Jen Nietupski

Vote: 5-0

All in Favor.

Aqarion Water Company Invoice.

Dated: April 2021

Amount: \$14,125.00

Motion: Rob Pine

Second: Stephen Decatur

Vote: 5-0

All in Favor.

Discussion:

It was stated that Mr. Teixeira is now part of the Hill International billable time. Mr. Pine asked if we were receiving the Yankee reports in a timely fashion. Jonathan said yes, reports were in hand and they are complying. There was a discussion about Fontaine's requirement to possess builder's risk insurance. Fontaine is also involved with start-up, mobilization, bonds and some early earthwork. Mr. Decatur asked about the general contractor's materials liability insurance. Mr. Billings said Fontaine has the bonds and they have been uploaded into ProCore, which is the construction activities and organization online platform. The Aquarion Water invoice is for payment for them to complete their part of the water utility work and design authorizations.

Fontaine Bros. Change Order No. 1.

Amount: \$15,533.00

Motion: Jen Nietupski

Second: Rob Pine

Vote: 5-0

All in Favor.

Mr. Billings reviewed the change order.

This Change Order includes Potential Change Orders (PCO's) no. 1, 4 and 6. It was stated that every Request for Information (RFI) does not turn into a Change Order. By contract terms, change orders have a 5% mark-up provision for the general contractor and 10% for the subcontractor. Hill International recommended approval for the Fontaine Change Order No. 1.

Turowski2 Amendment No. 10.

Amount: up to \$23,012.00

Motion: Rachel Decatur

Second: Stephen Decatur

Vote: 5-0

All in Favor.

Mr. Billings and Mr. Turowski reviewed the amendment.

It was regarding some additional work needed by PEER Engineering.

There was some additional discussion about:

- Library Materials in the amount of \$90,000

- Budget, Cash Flow and MSBA Reimbursement
- Furniture, Fixtures and Equipment (FF and E)
- Possible Fall Special Town Meeting
- Basement with Aquarion and NGrid
- General Contractor Float Time

Adjourned at 6:10PM.

Motion Jen Nietupski:

Second: Stephen Decatur

Vote: 5-0

All in Favor.

- Packet: Outstanding Invoices

DocuSigned by:

Jennifer Nietupski

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Rachel E. Decatur

DocuSigned by:

Rob Pine

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DocuSigned by:

Stephen Decatur

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DocuSigned by:

Richard G. Bedard, Jr.

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