

**Millbury Public Schools**

**SHAW BUILDING COMMITTEE MEETING**

**AGENDA AND MINUTES**

**Remote Meeting via Zoom**

**January 6, 2021 6:00PM**

Members Present:

Richard Bedard  
Jennifer Nietupski  
Bernie Plante  
Mike Tarka  
Kevin Kuphal  
Stephen Decatur  
Rachel Decatur  
Kate Ryan  
Andrew Tuccio  
Mike O'Connor  
Steve Wiltshire  
Kofi Agyeman  
Greg Myers  
Scott Depres  
Rob Pine

Members Absent:

Sue Teixeira  
Kristin Boulanger

Hill/T2:

David Billings  
Julie Leduc  
Peter Turowski  
Tim Brennan  
Erica Patten

- Call to Order

Mr. Plante called the meeting to order at 6:02pm

- Approval of December 17, 2020 Meeting Minutes

Kate Ryan made the motion, Jennifer Nietupski seconded. All in favor by roll call vote.

- Old Business:

T2 and Hill International provided the Building Committee with a brief PowerPoint presentation. Representatives from both firms spoke to the committee.

89 vendor bid questions tracked by Tim Brennan from the contractors during and after the Shaw Building Project pre-bid conference.

Erica Patten stated that they are issuing another addendum on Friday, January 8, 2021.

There was a pre-bid walkthrough at Raymond E. Shaw School and there were about 40 contractors that came and showed interest in bidding as a general contractor or subcontractor.

Mr. Bedard asked if there was anything major that could have been overlooked regarding the questions. Mrs. Patten and Mr. Brennan said they were simple clarification questions on what is in the packet. They didn't expect any of the questions to have a major impact on the pricing.

Mr. Billings said it is a normal amount of questions. The subcontractor filing is due January 27, 2021 and he thinks there might be a few addenda made. General contractor bid is due on February 10, 2021.

Mr. Pine asked for an electronic copy of the bid specifications and wants to follow the bidding process. Hill International stated that the bid documents can be found at Biddocs.com. You can register as a plan holder and download them for free.

Mr. Billings said if schools have any questions they will talk with them for clarifications but they don't usually go through the school district for the addendum process. The Owner's Project Manager and the architect usually handle the vendor questions.

Mr. Bedard asked about the industry trends and whether it is a good bidding environment. Mr. Billings said that most bids have been coming in under bid and he thinks it is a favorable bidding environment for the project.

- New Business

Mr. Plante asked about future meetings.

Mr. Bedard said we will have to meet on the 17th to pay bills. He recommended having the Building Committee on the third Wednesday of every month so that we have the monthly invoices in hand. Mr. Billings said bills need to be paid within 15 days per the requirements under MSBA.

Mrs. Rachel Decatur asked what we are doing to engage the public to inform them about the new construction project. Mr. Myers said we should become more assertive and let people know what's going on. He welcomed thoughts on sending out regular updates. Mr. Plante agreed.

Mr. Tuccio asked if we are going to move the construction camera from the football field to the new Shaw school. Mr. Billings said that the general contractor will have site cameras. Mrs. Julie Leduc said they want to have the contractor responsible for the camera so if something happens it's their responsibility. The live feed should be available on site so they can see the progress of the project.

Mr. Plante asked when to have the Public Forum and Mr. Turowski recommended after the bids have been received.

Mrs. Leduc asked about a groundbreaking ceremony for the new school, asked about ceremonial shovels and maybe get the local media there. Members commented that the MSBA does likes to come out for ground breakings

Mr. Billings said contractors will get three shovels as ceremonial pieces. He thinks late April, early May will be the ground breaking ceremony but will be on site in March to set up fencing which should take about a month.

Mr. Bedard stated that Ms. Sundeen will assist him to schedule the Building Committee meetings through the spring. He will present at the next meeting and post on the school's website.

- Public Comment - None.
- Executive Session, only if needed and permissible by MGL Ch. 30A, s. 18-25 - None

Adjournment Mrs. Neitupski made a motion to adjourn, seconded by Mr. Bedard. All in favor by roll call vote. Adjourn at 6:25pm

- Future Meetings  
Via Zoom on January 20, 2021, 6PM

Respectfully submitted,  
Kerri Sundeen  
Shaw Building Committee Secretary  
Packet: January 6, 2021 Shaw BC meeting minutes

Approved:

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