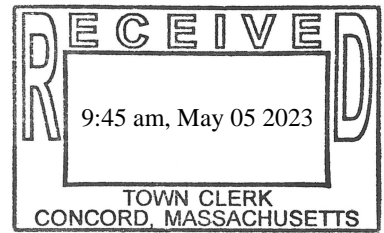




**Concord Middle School Building Committee**  
 Dawn Guarriello, Co-Chairperson      Pat Nelson, Co-Chairperson



**Meeting Minutes**  
**Thursday, January 13<sup>th</sup>, 2023**

**Call to Order:**

- P. Nelson called the meeting to order at 7:33AM.
- The recording of this meeting: [Concord Middle School Building Committee Meeting - Zoom](#)

Name	Present	Name	Present	Name	Present
<b>CONCORD MIDDLE SCHOOL BUILDING COMMITTEE:</b>					
Alexa Anderson*	P	Peter Fischelis*	P	Chris Popov*	NP
Robert Conry	PP	Russ Hughes	P	Charlie Parker*	P
Court Booth*	P	Dawn Guarriello*	P	Matt Root*	P
Heather Bout*	P	Laurie Hunter*	P	Steven Stasheski*	P
Frank Cannon*	NP	Matt Johnson*	P	Eric Simms	P
Justin Cameron	NP	Kerry Lafleur	P		
Gail Dowd	P	Pat Nelson*	P		
<b>Hill International</b>					
Peter Martini	P	Ian Parks	P	Susan McCann	P
John Cutler	P				
<b>SMMA / Ewing Cole</b>					
Lorraine Finnegan	P	Matthew Rice	NP	Keith Fallon	NP
Will Smarzewski	NP	Phil Poinelli	NP	Saul Jabbawy	NP
Chase Gibson	NP	Michael Dowhan	NP	Jen Soucy	P

*P=Present, NP= Not Present \*=Voting Member*

**Correspondence/Communication**

- There was a public records request for all the email correspondence regarding the size of the gym and auditorium.
  - P. Nelson recorded any email correspondence she had with the community relating to the gymnasium and auditorium sizes and sent out those emails as requested.
- Forums and “coffee” outreach event have been ongoing and well attended.
  - Approximately 8 public forums have been held since November would be good to add which year, not including meetings with the PTG and Council on Aging outreach forums.
- P. Nelson and H. Bout met with the Council on Aging for outreach on 1/12/23.

**OPM Update**

- *Prequalification Update:*
  - The Prequalification Committee is approximately 50% complete with the review and scoring of the Statements of Qualifications received.
    - The Prequalification Committee has held five (5) meetings to date and have three (3) more planned.
- *90% Estimate Review:*
  - Reconciliation meeting held 1/10/23.
  - Hill presented reconciled estimate sheet showing trade by trade breakdown of estimated values by PM&C and AM Fogarty.
    - The delta for each line item was presented on the sheet.
  - **PM&C Estimate:** \$86,925,222
  - **AM Fogarty Estimate:** \$87,915,192
  - **Reconciled 90% Estimate:** \$87,420,207
    - The reconciled estimate includes a 1% escalation for the remainder of the Design Phase, as well as a 1% Design and Estimating Contingency.
- *90% CD vs. 60% CD Estimate:*
  - 90% CD Estimate was \$964,527 higher than the 60% CD Estimate



## Concord Middle School Building Committee

Dawn Guarriello, Co-Chairperson

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### Meeting Minutes Thursday, January 13<sup>th</sup>, 2023

- Approximately 1.2% increase.
- Cost per square foot increase from \$606.65/SF to \$613.19/SF.
- *Cost Analysis for Bid Scenarios:*
  - Hill updated the cost analysis document with the 90% reconciled estimate number and presented it to the CMSBC.
  - The maximum acceptable bid, assuming the \$110M warrant article were to pass, would be **\$87,691,850**.
    - The reconciled 90% Estimate falls within this maximum acceptable range.
    - The maximum acceptable bid, if the warrant article were to pass and the bid contingency was utilized, is **\$89,711,162**.
    - The maximum acceptable bid, assuming the warrant article passes and utilizing both the bid contingency and accepting deduct alternates, would be **\$91,513,433**.
      - The previously accepted deduct alternates were estimated for up-to-date pricing.
      - SMMA clarified that the GC will present a bid price and then provide their price for the deduct alternates that can be taken out of the bid price if accepted. This bullet larger than the others

#### Public Comment

- Town resident W. Kerr asked Hill and SMMA if there was a menu for deduct alternates and noted that he assumed using deduct alternates would not be a preferred exercise.
  - Hill responded using deduct alternates would not be ideal.
  - SMMA responded that deduct alternates were used by intent, to indicate to prospective bidders that the Town does not want to remove scope.
  - SMMA further added that if deduct alternates were accepted it could affect the low bidder which typically ensures accurate pricing from prospective bidders.

#### Next Steps / Meeting

- The next CMSBC meeting will be held on Friday, January 26<sup>th</sup>, 2023, at 7:30AM
  - This will be the regularly schedule monthly update meeting. The prequal report will be presented at that meeting and deduct alternate ordering needs to be approved.

#### Adjourn

- Co-Chair P. Nelson adjourned the meeting at 8:22AM.