

PERMANENT BUILDING COMMITTEE SCHOOL BUILDING SUB-COMMITTEE MEETING AGENDA



Meeting Date: May 7, 2024
Meeting Time: 6:30 PM
Project Name: Clinton Middle School
Project Number: 202000640305
Meeting Purpose: SBC Meeting No. 027
Location: ZOOM
Meeting Link: <https://us06web.zoom.us/j/84760743410?pwd=Prwa1d1yCWAwVAbbdzl0aWrFfnFdBX.1>
Meeting ID: 847 6074 3410
Passcode: 465980
One Tab Mobile: +16468769923,,84760743410#,,, *465980# US
Prepared By: Elias Grijalva

1. Call to Order & number of voting members present
2. Previous Topics & Approval of April 09,2024, Meeting Minutes **(Vote expected)**
3. Invoices and Commitment for Approval **(Vote expected)**
 - DWMP April Invoice, in the amount of \$6,600.00
 - LPA|A April Invoice, in the amount of \$43,750.00
4. MSBA Update
5. Other Topics not Reasonably Anticipated 48 hours prior to the Meeting.
6. Public Comment
7. Next Meetings
8. Adjourn

PERMANENT BUILDING COMMITTEE
SCHOOL BUILDING COMMITTEE SUB-COMMITTEE
MEETING MINUTES



Project: Clinton Middle School
Subject: School Building Committee Meeting
Location: ZOOM
Distribution: Attendees, Project File
MSBA Module: 4- Schematic Design

Project No: 202000640305
Meeting Date: 04/09/2024
Time: 6:30 PM
Prepared By: E. Grijalva

Meeting Agenda

1. Call to Order & Number of Voting Members
2. Previous topics & MM for Approval
3. Invoices and Commitments for Approval
4. MSBA Update
5. Other topics not reasonably anticipated 48 hrs prior to meeting
6. Public Comment
7. Next Meeting
8. Adjourn

Name	Affiliation
Steven Meyer*	PBC Member- Superintendent
Chris McGown *	PBC Chair
Michael Moran*	PBC Member
Michael Ward*	PBC Member- Town Admin
Brian Delorey*	PBC Member
Chris Magliozzi*	PBC Member & Vice Chair
Phil Duffy	PBC Member- Director of Community
Matthew Varakis	SC Vice Chair
Shane McCarthy	Teacher
Trip Elmore	DWMP- Project Director
Elias Grijalva	DWMP – Assistant PM
Peter Caruso	LPA A – Project Manager
Beth Paulson	Fontaine Bros- Project Manager
*PBC Member	

Item No.	Description	Action
26.1	<p>Call to Order & number of voting members present 6:32pm meeting was called to order by PBC Chair C. McGown with 6 of 7 voting members in attendance. *B. Delorey joined late.</p>	Record
26.2	<p>Previous Topics & Approval of March 12 ,2024, Meeting Minutes:</p> <p>A motion to approve the March 12, 2024, meeting minutes was submitted by S. Meyer and seconded by C. Magliozzi.</p> <p>Discussion: None; Roll Call Vote: C. Magliozzi (Y), M. Moran (Y), M. Ward (Y), S. Meyer(Y), C. McGown (Y); Abstentions: None; All in favor, motion passes.</p>	Record
26.3	<p>Invoices and Commitments for Approval</p> <p>Invoice 1: LPA A March Invoice, in the amount of \$43,750.00 A motion was made by C. Magliozzi and seconded by S. Meyer for the approval of LPA A March Invoice.</p> <p>Discussion: None; Roll Call Vote: C. Magliozzi (Y), M. Moran (Y), M. Ward (Y), S. Meyer(Y), C. McGown (Y); Abstentions: None; All in favor, motion passes.</p>	Record
26.4	<p>MSBA Update</p> <ul style="list-style-type: none"> • February 23,2024: MSBA SD Submission • March 20. 2024: MSBA PSB and Transition Meeting <ul style="list-style-type: none"> ○ The District and MSBA staff establish and document the project scope, budget, schedule, and MSBA financial participation to forward to the MSBA Board of Directors for their approval. <ul style="list-style-type: none"> ▪ Total Project Budget: \$139.5 Mil ▪ MSBA Grant Fund: \$77 Mil ▪ Local Share: 62.5 mil <ul style="list-style-type: none"> • Potential reduction to local shared with IRA grant incentives • March 22,2024: MSBA SD Review Comments • April 05, 2024: SD Team response to MSBA comments • April 24, 2024: MSBA Project Budget and Scope Meeting <ul style="list-style-type: none"> ○ MSBA Board of Directors Meeting • June 3, 2024: Clinton Town Meeting • June 10, 2024: Debt Exclusion Vote <p>Discussion: None</p>	Record
26.5	<p>Other topics not Reasonably Anticipated 48 hours prior to the Meeting:</p>	Record

	<p>T. Elmore comments on seeking assistance from an IRA Grant tax consultant. There are two main areas where such a consultant could be beneficial:</p> <p>1. Front-End Design Compliance: Ensuring that design documents align with Federal IRA Requirements. This would involve guidance during the initial stages of project planning to ensure compliance.</p> <p>2. Submission and Follow-Through: Assistance with paperwork submission and compliance verification once the project is completed. This would likely occur when the project team has finished its work, and the school district takes over the submission process.</p> <p>Discussion: None</p>	
26.6	<p>Public Comment: Discussion: None.</p>	Record
26.7	<p>Next SBC Meeting: PBC/SBC Remote Meeting: May 7, 2024 @ 6:30PM – Virtual</p>	Record
26.8	<p>Adjourn: 6:43 PM A motion was made by S. Meyer and seconded by C. Magliozzi to adjourn the meeting.</p> <p>Discussion: None; Roll Call Vote: B. Delorey (Y), C. Magliozzi (Y), M. Moran (Y), M. Ward (Y), S. Meyer(Y), C. McGown (Y); Abstentions: None; All in favor, motion passes.</p>	Record

Sincerely,
 DORE + WHITTIER
 Elias Grijalva
 Assistant Project Manager
 Cc: Attendees, File

The above is my summation of our meeting. Please contact me for incorporation into these minutes if you have any additions and/or corrections.

Dore and Whittier Management Partners, LLC

Please send payments to;
212 Battery Street
Suite 1
Burlington, VT 05401

Clinton Middle School
100 West Boylston Street
Clinton, MA 01510

Invoice number 00020
Date 04/30/2024

Project 22-0126 CLINTON SCHOOL
DEPARTMENT

Description	Contract Amount	Prior Billed	Current Billed	Remaining	Total Billed
Pre Designer Selection	39,000.00	39,000.00	0.00	0.00	39,000.00
Feasibility Sudy	125,000.00	125,000.00	0.00	0.00	125,000.00
Schematic Design	120,000.00	120,000.00	0.00	0.00	120,000.00
Amendment #1 - PSR Estimate PM+C	6,600.00	0.00	6,600.00	0.00	6,600.00
Total	290,600.00	284,000.00	6,600.00	0.00	290,600.00

Invoice total **6,600.00**

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
00020	04/30/2024	6,600.00	6,600.00				
	Total	6,600.00	6,600.00	0.00	0.00	0.00	0.00



Invoice

20 Downer Avenue, Suite 5
Hingham, MA 02043

Date	Invoice #
6/8/2023	23-1527

Bill To
Dore and Whittier 212 Battery Street Burlington, VT 05401

Project	Project Number
Clinton Middle School	

Description	Contract Amount	Prior Amt	Amount this Month
Clinton Middle School PSR Estimate	6,000.00		6,000.00

<p>Bank Details: JPMorgan Chase Bank Hingham Shipyard ABA/Routing Number: 021000021 BIC/SWIFT Code: CHAUS33 Account Number: 932507335</p>	Total	\$6,000.00
	Payments/Credits	\$0.00
	Balance Due	\$6,000.00

Amendment 1 - DWMP 10% Markup = \$600
Total = \$6,600

Invoice

BILL TO

Mr. Trip Elmore
 Dore & Whittier
 220 Merrimac Street
 Building 7, 2nd Floor
 Newburyport, MA 01950

DATE	INVOICE #
4/30/2024	2220-2404
TERMS	DUE DATE
Net 15	5/15/2024

DESCRIPTION							AMOUNT
Amount Now Due For Architectural Services: Re: Clinton MS - Feasibility Study through Schematic Design Services including Amendment No. 1 through 6.							43,750.00
SUMMARY: A/E FEE = FS - \$250,000 SD - \$350,000 Amd. #1 - \$8,140 Amd. #2 - \$28,500 Amd. #3 - \$17,600 Amd. #4 - \$11,935 Amd. #5 - \$14,190 & Amd. #6 - \$4,950 = \$685,415							
Cost Category	Phase	Fee	Previously Invoiced	Received	Current Invoice	Balance to Invoice	
0002-0000	FS	250,000	250,000	250,000			
0002-0000	SD	350,000	306,250	306,250	43,750		
0003-0000	Env. Site	8,140	8,140	8,140			
0003-0000	Survey	28,600	28,600	28,600			
0003-0000	Site Survey	17,600	17,600	17,600			
0003-0000	Geotech	10,010	10,010	10,010			
0003-0000	Flow Test	1,925	1,925	1,925			
0003-0000	Traffic Analysis	14,190	10,560	10,560		3,630	
0003-0000	Phius FS	4,950	4,950	4,950			
0004-0000	Other	451	451	451			
TOTAL		685,866	638,486	638,486	43,750	3,630	
cc: Elias Grijalva							
Total							\$43,750.00



Massachusetts School Building Authority

Deborah B. Goldberg
Chair, State Treasurer

James A. MacDonald
Chief Executive Officer

Mary L. Pichetti
Executive Director / Deputy CEO

April 24, 2024

Mr. Michael J. Ward, Town Administrator
Town of Clinton
242 Church Street
Clinton, MA 01510

Re: Town of Clinton, Clinton Middle School

Dear Mr. Ward:

I am pleased to report that the Board of the Massachusetts School Building Authority (the “MSBA”) has voted to approve the Clinton Middle School Project in the Town of Clinton (the “Town”) to replace the existing Clinton Middle School with a new facility serving grades 4 through 8 on the existing site.

The Board approved an Estimated Maximum Total Facilities Grant of \$75,710,410, which does not include any funds for Potentially Eligible Owner’s or Construction Contingency Expenditures. In the event that the MSBA determines that any Owner’s and/or Construction Contingency Expenditures are eligible for reimbursement, the Maximum Total Facilities Grant for the Clinton Middle School Project may increase to as much as \$77,051,786. The final grant amount will be determined by the MSBA based on a review and audit of all Project costs incurred by the Town, in accordance with the MSBA’s regulations, policies, and guidelines and the Project Funding Agreement. The final grant amount may be an amount less than \$75,710,410.

Pursuant to the MSBA’s regulations, the Town has 120 days after the date of the MSBA’s Board vote to acquire and certify local approval for an appropriation and all other necessary local votes or approvals showing acceptance of the cost, site, type, scope, and timeline for the Clinton Middle School Project. After receipt of the certified votes demonstrating local approval, the MSBA and the Town will execute a Project Funding Agreement, which will set forth the terms and conditions pursuant to which the Town will receive its grant from the MSBA. Once the Project Funding Agreement has been executed by both parties, the Town will be eligible to submit requests for reimbursement for the Clinton Middle School Project costs to the MSBA. The Project Scope and Budget Agreement signed by the Town and the MSBA will form the basis for the Project Funding Agreement.

We will be contacting you soon to discuss these next steps in more detail, but in the meantime, I wanted to share with you the Board’s approval of the Clinton Middle School Project in the Town

Page 2

April 24, 2024

Clinton Project Scope and Budget Authorization Board Action Letter

of Clinton to replace the existing Clinton Middle School with a new facility serving grades 4 through 8 on the existing site.

I look forward to continuing to work with you during the MSBA's grant program process. As always, feel free to contact me or my staff at (617) 720-4466 should you have any questions.

Sincerely,



Mary L. Pichetti
Executive Director

Cc: Legislative Delegation
Matthew H. Kobus, Chair, Clinton Select Board
Brendan Bailey, Chair, Clinton School Committee
Dr. Steven Meyer, Superintendent, Clinton Public Schools
Trip Elmore, Owner's Project Manager, Dore & Whittier Management Partners, LLC
Peter Caruso, Designer, Lamoureux Pagano Associates, Architects
File: 10.2 Letters (Region 2)



**Clinton Middle School Project School
Building Committee Remote Meeting No.027
May 7, 2024**



1. **Call to Order & number of voting members present**
2. **Previous Topics & Approval of April 09,2024, Meeting Minutes (Vote expected)**
3. Invoices and Commitment for Approval (**Vote expected**)
 - DWMP April Invoice, in the amount of \$6,600.00
 - LPA|A April Invoice, in the amount of \$43,750.00
4. MSBA Update
5. Other Topics not Reasonably Anticipated 48 hours prior to the Meeting.
6. Public Comment
7. Next Meetings
8. Adjourn

Previous Meeting Minutes for Approval : April 9, 2024

“Motion to approve April 9, Meeting Minutes by _____, 2nd _____”

PBC Roll Call Vote:

Brian Delorey

Chris Magliozzi

Chris McGown

Michael Moran

Michael Ward

Steven Meyer

Timothy O’Toole

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26.5	Other topics not Reasonably Anticipated 48 hours prior to the Meeting:	Record

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7. Next Meetings
8. Adjourn

DWMP April Invoice for Approval:

Motion to approve the DWMP April Invoice, in the amount of **\$6,600.00** by _____, 2nd _____”

PBC Roll Call Vote:

Brian Delorey

Chris Magliozzi

Chris McGown

Michael Moran

Michael Ward

Steven Meyer

Timothy O’Toole

Dore and Whittier Management Partners, LLC

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Invoice number 00020
Date 04/30/2024

Project 22-0126 CLINTON SCHOOL
DEPARTMENT

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Invoice total **6,600.00**

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LPA|A April for Approval:

Motion to approve the LPA|A April Invoice, in the amount of \$ by _____, 2nd _____”

PBC Roll Call Vote:

Brian Delorey

Chris Magliozzi

Chris McGown

Michael Moran

Michael Ward

Steven Meyer

Timothy O’Toole

Invoice

BILL TO

Mr. Trip Elmore
Dore & Whittier
220 Merrimac Street
Building 7, 2nd Floor
Newburyport, MA 01950

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7. Next Meetings
8. Adjourn

MSBA Update:

04.24.2024: MSBA Project Budget and Scope Meeting



Deborah B. Goldberg
Chair, State Treasurer

James A. MacDonald
Chief Executive Officer

Mary L. Pichetti
Executive Director / Deputy CEO

April 24, 2024

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Town of Clinton
242 Church Street
Clinton, MA 01510

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6. **Public Comment**
7. **Next Meetings**
8. Adjourn

Next Meetings

PROPOSED SBC MEETING:
JUNE?



1. Call to Order & number of voting members present
2. Previous Topics & Approval of April 09,2024, Meeting Minutes (Vote expected)
3. Invoices and Commitment for Approval (Vote expected)
 - DWMP April Invoice, in the amount of \$6,600.00
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7. Next Meetings
8. **Adjourn**

Adjourn

“Motion to Adjourn by _____,
2nd by _____”

PBC Roll Call Vote:

Brian Delorey

Chris Magliozzi

Chris McGown

Michael Moran

Michael Ward

Steven Meyer

Timothy O’Toole

Thank You