

Minutes of the Building Commission Meeting

January 12, 2016

4th Floor Conference Room, Town Hall

6:00 p.m.

In Attendance: George Cole, Ken Kaplan, Karen Breslawski, Nate Peck, Building Commission; Dan Bennett, Building Commissioner; Charlie Simmons, Director of Public Buildings; Tony Guigli, Project Administrator; Ray Masak, Owner's Project Manager; Helen Charlupski, David Pollak, School Committee; HMFH Architects staff, Shawmut staff.

Meeting Minutes

Motion made by George Cole to approve the meeting minutes of December 21st, 2015.

Unanimously Approved

Motion made by Ken Kaplan to approve the Executive Session meeting minutes of December 21st, 2015.

Unanimously Approved

Devotion School Renovations and Additions – HMFH Architects, Shawmut Design & Construction

P. Lewis from HMFH architects appeared to discuss the Devotion School Renovations and Additions including geo technical work completed over the December break, preliminary work on the project to be done and the trade contractor pre-qualification process. He stated that D & D submission to the MSBA was done as planned in December and an initial assessment from the MSBA was that the submission looked complete. J. Hirst from Shawmut stated that the final cost estimate for D & D was completed at \$89,672,865.00, a cost of the project at approximately \$395 per square foot.

P. Lewis stated that in order to stay on budget Value Engineering was needed. HMFH architects anticipated the only requirement for V.E. thus far would be the use of double pane glass instead of triple pane glass. G. Cole asked for a summary of the hard cost of project. P. Lewis stated that the hard costs were at \$89,672 million. P. Lewis stated that it is anticipated that the MSBA comments on the recent D & D submission will corroborate the thinking that the reimbursement from the MSBA is reduced. This change is due to the 5.5 million costs moved from the reimbursable categories into the lease category which is not considered a reimbursable cost. While the overall project budget remains the same, the anticipated reduction in reimbursement from the MSBA will be made up through Value Engineering without materially compromising the project.

J. Hirst informed the Commission that Shawmut is confident that the scope of the project has been thoroughly reviewed and does not anticipate changes to the budget. Shawmut has conducted current market research and sought input from Sub Contractors and Site project contractors to research the Devotion School project.

P. Lewis stated that the DAT/Planning and Zoning Board of Appeals process has been moving forward smoothly. P. Lewis informed the Commission that thus far the preliminary meetings do not suggest there will be opposition or issues with the Devotion Project. The Planning Department does want to see final elevations for review prior to permitting.

T. Guigli stated HMFH is working on construction documents and that the sixty percent completed construction docs will be due in 2 months, which is important for going out for early bid package in April. He expects high quality construction documents from HMFH. Early bid packages anticipated are: shoring, site work, abatement, excavation, foundations and structural steel. G. Cole asked for Early Bid Package items and a tentative schedule at the next meeting.

A discussion took place regarding site review of utilities. G. Cole suggested permit applications with the Town and utility companies, specifically electric and gas should be addressed now in order to keep project on desired timeline.

A discussion took place regarding flooring and the recommended plan of action to ensure no moisture in the slabs in the new construction. P. Lewis stated that the structural engineer is against using Barrier One in the concrete. HMFH school projects in recent years have used a different approach to address moisture in flooring due to the rapidly changing products available in the market. Different options of linoleum, rubber and VCT flooring mastics with guaranteed 98 percent relative humidity will be reviewed. P. Lewis will have more information and a recommendation at the next Commission meeting after meeting with a manufacturer that has developed a new system.

T. Guigli asked for a representative from the Building Commission to aid in the pre-qualification of trades. T. Guigli explained that two separate GMPs will be advertised; the first one at the end of January and the second in June. Research will need to begin in March and then again in June to review applicants. K. Kaplan volunteered to represent the Building Commission during the pre-qualification process.

T. Guigli presented to the Commission a list of Proprietary items proposed for approval. A discussion took place regarding the list of items proposed to be proprietary for inclusion in the Devotion School renovation project. C. Simmons noted that Won doors in current use at schools have significant maintenance issues. P. Lewis stated he was researching alternate door types to use.

Motion made by Ken Kaplan to approve proprietary item list, not including Won doors.

Unanimously Approved

J. Hirst stated that at the next meeting a list of trades contractors and nontrade contractors being invited to bid on this project will be available. T. Guigli asked also for a permitting report outlining a schedule, including confirmations on permitting thus far.

T. Guigli presented to the Commission a contract amendment from HMFH for Early Bid Package submission. P. Lewis discussed this revised proposal. HMFH architects and the Structural Engineers at Foley & Buel worked to reduce the anticipated staffing expense needed to complete the Early Bid

package process. The previous contract amendment presented costed \$65,000, and the revised contract amendment request has been reduced to \$53,000. G. Cole asked T. Guigli for his opinion of the amendment. T. Guigli stated that he did believe that significant efforts were made to reduce the early bid package fee. The Early Bid packages were not addressed in the original contract, which does specifically state that the preparation of early bid packages will require additional expense unless issued in the RFP. T. Guigli believes the revised amendment is fair and is necessary to move the project forward in order to remain on schedule.

Motion made by Ken Kaplan to approve the proposed early bid package Contract Amendment from HMFH in the amount of \$53,925.

Unanimously Approved

Building Department Projects Status Updates

R. Masak appeared to update the Building Commission on Building Department projects.

- CIP for 2017-Building Envelope, Elevators, Security, Energy Efficiency, Energy Management, HS Schematic Design, Training & Maintenance (Fire), Fire Station Renovations, Classroom capacity (split out leases), 9th school

Town Projects

- MSC Renovation-Upper floor repair ongoing; foundations completed. R. Masak stated that areas that require patching are identified. Demo work has been complicated. Pre Work meeting scheduled with CNI and SIKA to review product and work being done to ensure successful repair. K. Kaplan suggested detailed review of work during the process to ensure proper application. R. Masak stated the project should meet scheduled completion date. N. Peck suggested review of the SIKA products with the SIKA engineers and not just sales rep to assure that all products used on the project are compatible. T. Guigli suggested obtaining written confirmation from the engineering department at SIKA that all four products to be used are compatible. R. Masak stated that CNI will most likely appear at next month's meeting to review the project. R. Masak presented to the Building Commission a proposed contract amendment from HKT architects. The amendment includes:

Additional site visits to be performed by the Pare Corporation and HKT Architects:	\$12,010.00
Additional services in regard to the reconfiguration of the Mastercom and associated shops, HKT architects:	<u>\$2,560.00</u>
Total:	\$14,570.00

Motion made by Ken Kaplan to approve Change Order #1 to HKT Architects for additional professional services on the Municipal Service Center Renovation in the amount of \$14,570.00

Unanimously Approved

- Coolidge Corner Library Feasibility Study (Library)-ongoing; estimates being developed for options; Public meeting scheduled for Jan 23, 2016 to review 3 onsite options and 1 off site option. R. Masak presented the hard costs for all options. G. Cole asked for Schwarz-Silver to appear before the Commission and present sketches with the total project costs at an upcoming Commission meeting.
- Elevators (Town/Schools)-assessment/schematic design report complete, Phys Ed/Tappan elevator scopes under review.
- Roof Repair/Replacement & Building Envelope (Town/Schools)-Town phase out to bid. Pierce and Baker will go out to bid shortly.
- Pool Repointing; Shower Restoration (Rec)-assessment phase (report) nearing completion-meeting held on January 8th, 2016 to discuss project with the architect.
- Devotion House-restoration of windows ongoing (8 out of 23 windows completed)

School Projects

- Devotion Expansion-100% DD completed, garage subsurface conditions being evaluated by HMFH and priced by Shawmut including underpinning; discussing excavation alternatives; 1913 building vertical survey, additional boring and test pits complete; moving planning and construction docs underway

Project Closeout

- Town-Fisher Hill Gate House/Comfort Station; Fire Station 1 Floor; Fire Station 5&6 Life Safety
- Schools-Pierce/Lawrence Elevators; Old Lincoln Renovation/Mechanical Modifications; Pierce Electrical Upgrades.

Meeting adjourned at approximately 7:30 p.m.
Minutes respectfully submitted by Sara Gooding.