

Minutes of the Building Commission Meeting

March 2, 2016

Room 310, Town Hall

8:00 a.m.

In Attendance: Janet Fierman, George Cole, Ken Kaplan, Nate Peck, Building Commission; Tony Guigli, Project Administrator; Shawmut staff.

Meeting Minutes

Approval of January 12th meeting minutes deferred to next meeting.

Devotion School Renovations and Additions –Shawmut Design & Construction

J. Hirst, K. Lloyd, and T. Hurdelbrink appeared from Shawmut Design to discuss the Devotion School renovation project. T. Guigli asked Shawmut to elaborate on their constructability review process. J. Hirst stated that multiple Shawmut team members are involved with constructability review. J. Hirst touched upon members from Shawmut responsible at the external and logistical planning level, internal planning work and engineering systems level. In addition, J. Hirst stated there is an ongoing process of review between GGD, Shawmut and HMFH looking at models and running clash detection in order to confirm the project is moving forward appropriately. BIM reference meetings are being held monthly or weekly as needed with Shawmut and HMFH team members.

G. Cole asked if sub surface review of the project has been sufficient. K. Lloyd responded that there have been discrepancies on these estimates from Geo Tech review and Shawmut. Shawmut has asked HMFH and McPhail for specific, unified drawings to provide subs so that all parties are on the same page. A discussion took place regarding the plan for underpinning of the building. A discussion then took place regarding potential unknown organic material that may be discovered during construction and need specific disposal. The Building Commission suggested to Shawmut capturing a contingency plan for unknown organic material discovery based on possible effects to the cost and schedule of project and that any differences in cost estimates be reconciled.

A discussion took place regarding the PCB testing that has been done to date and the results of which have been shared with Shawmut. Unless required by statute or regulation, the Town is not proposing any additional testing. Shawmut concurred. Shawmut will consult with others on their team to craft appropriate verbiage in the bid documents to reflect that approach.

T. Guigli asked Shawmut to respond to the recent contract changes requested by the Owner. K. Lloyd stated concerns with requests for detailed schedule reports in relationship to the resources required for it. A discussion took place regarding schedule update requests needed to show the progress of the project, understanding cash flow and adherence to the schedule. T. Hurdelbrink stated that Shawmut would review the schedule update requests and find a way

to provide the Owner with information to meet their needs without adversely affecting currently allotted staff time.

T. Guigli presented the staffing matrix submitted by Shawmut. The Building Commission asked Shawmut to breakdown the personnel costs presented. The Commission identified primary concerns with review of the matrix being: profit centers billed with-in staffing in excess of fees already collected and factored into the cost of the project, and an apparent mark up in the cost of the general conditions. The Building Commission noted that the staffing matrix remains static throughout the entire duration of construction, despite possible ebbs and flows of work. The Building Commission requested that Shawmut re-examine the staffing proposal and return at the next meeting with an updated matrix and cost of staffing.

A discussion took place regarding the insurance pricing of the project. T. Guigli asked for Shawmut to present an estimate for insurance based on insurance policy documents. T. Guigli asked for Shawmut to provide a permitting update at the next Building Commission meeting.

Meeting adjourned at approximately 9:05 a.m.
Minutes respectfully submitted by Sara Gooding.