

Minutes of the Building Commission Meeting

March 8, 2016

4th Floor Conference Room, Town Hall

6:00 p.m.

In Attendance: Janet Fierman, George Cole, Ken Kaplan, Karen Breslawski, Nate Peck, Building Commission; Dan Bennett, Building Commissioner; Tony Guigli, Project Administrator; Ray Masak, Owner's Project Manager; Kara Brewton, Planning Department; Kevin Johnson, Department of Public Works; Joe Connelly, Mary Ellen Dunn; School Department; David Pollak, Helen Charlupski, School Committee; Dan Goyette, Mike O'Connell, CNI Staff; Staci Villa, Eric Kluz, HKT Staff; Pip Lewis, Deb Collins, HMFH Architects staff; Jonathan Hirst, Shawmut staff.

Meeting Minutes

Motion made by George Cole to approve the meeting minutes of January 12, 2016.

Unanimously approved.

Motion made by George Cole to approve the meeting minutes of February 9, 2016.

Unanimously approved.

Motion made by Ken Kaplan to approve the special meeting minutes of March 2, 2016.

Unanimously approved.

Municipal Service Center – Contractors Network

R. Masak introduced members of the Municipal Service Center project team: Dan Goyette and Mike O'Connell from CNI Network and Staci Villa and Eric Kluz from HKT staff. R. Masak provided a timeline review of work completed to date. The project remains behind schedule to date: patching is ongoing, and work on the wash bay is beginning. D. Goyette discussed steps being made to move the project forward. M. O'Connell stated that the increased patching and repair work should allow for a completion of Phase 1 work over the next 4 to 8 weeks. D. Goyette stated that the Wash Bay work, which is part of Phase 2, is moving forward as well. The area did have to be shut down for the winter and is anticipated to work will start on March 14th.

J. Fierman asked for an explanation in regard to the sub-contractors on site that should have been managing the progress of work. D. Goyette and M. O'Connell stated they had no explanation for the communication breakdown, but they have had CNI staff on site as of late and communication has improved. Based on the wash bay work beginning on March 14th, CNI expects two weeks will be needed for preliminary work before handing the job over for masonry. At that point, 2 ½ to 3 months will be needed to complete the Wash Bay. The completion date for the entire project is thought to be sixty days behind.

K. Kaplan asked for an explanation for the project delay. R. Masak stated that initial concerns with the quality of the slab halted the project and that additional coring samples were taken for testing. Nearly 50 cores were taken which confirmed that there was no issue with the integrity of the slab and work could proceed. R. Masak stated that CNI is working much better as a team and that the MSC project has had an overall “re-boot” which has resulted in a better project at this time.

G. Cole asked the architects to comment on the testing of the slabs prior to the start of the project. Erik Kluz confirmed that core samples prior to design and construction would have been useful. Previous data from CBI was thought to be sufficient to the architects, but the contractor on site had felt more current samples were needed.

G. Cole asked for expected date of completion and any anticipated change orders in the future. CNI is looking for an extension on the completion date. CNI stated a willingness to discuss any additional expenses with Ray resulting from additional architect fees incurred due to this extension. T. Guigli confirmed with CNI and HKT that all unknown variables have been covered and that the project will be completed by September 1, 2016. S. Villi from HKT architects stated that based on her recent presence on site that the project is moving forward and on track for completion by September 1.

K. Johnson from the Department of Public Works voiced his concern regarding the fuel canopy and Town Vehicle needs while the station is off line during wash bay work. Due to the previous delays, he asked for confirmation that this “off-line” time be minimized. M. O’Connell stated that he does not anticipate the fuel canopy being out of service any longer than 3-4 weeks.

T. Guigli stated that by the April Building Commission meeting the minimum amount of completed work expected, as stated by CNI is: half of the slab repairs completed, masonry underway at wash bay and the beginnings of mechanical/electrical/duct work. Any more project delays will require another meeting before the Building Commission.

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

P. Lewis provided the Commission with the monthly update. He stated that the third month of work on construction documents is underway and the sixty percent pricing set of documents are due for submission to the cost estimators on March 29th. The early bid package release will come from these pricing documents. Focus on the interior design of the school continues and a working group has been created with members of the community. HMFH and Shawmut continue to work together to identify any potential demo or construction issues through clash detection and BIM modeling. Fire alarm, security, emergency access and all safety and security issues are being addressed as well.

P. Lewis stated that thus far the budget for the project remains stable. A discussion took place regarding conversation with the MSBA and the possible use of Value Engineering and alternates on the project.

T. Guigli asked J. Hirst from Shawmut to provide an update on the GeoTech soil meeting. J. Hirst stated that McPhail (Geo Tech engineer) is tasked with updating the current drawings to clearly define all site elevations and excavations. This scope of work will include base quantities of each type of characterized soil to be taken off site. Shawmut is asking for unit pricing for soil removal to be based on expected non file sub bids so that all costs are negotiable.

N. Peck asked if McPhail is confident they have sufficient evidence from soil samples. J. Hirst answered yes. P. Lewis stated that all previous GeoTech work done thus far has provided enough information to move forward. A discussion took place regarding pricing of the project, the use of low abatement contractors and low demo contractors.

T. Guigli informed the Building Commission that the temporary school site for grades K-4 located at Webster place is expected to be ready for move-in by June 1. J. Fierman asked if the mechanical systems in the building had been resolved. T. Guigli stated yes and recognized Joe Connolly for the work he has done to move the Webster Street location forward.

J. Hirst reviewed Shawmut's schedule with the Commission. May 30th will be the release of the first GMP. T. Guigli stated there will be a special meeting on or about June 8th to sign the change order, GMP #1. One hundred percent completed documents will be due August 17th, 2016. The final round of bids will be due back on September 28th, 2016 and the final reconciled GMP will be due on October 28th.

H. Charlupski asked if the Devotion School site can have an area reserved for community recreation during the construction. The Commission stated that this would not be possible due to the nature of the project. The entire site will need to be closed off to the public to allow the construction work to be completed and to maximize safety.

T. Guigli asked P. Lewis to discuss amendments to the designer contract. A discussion took place regarding Amendment #13 and the amount of additional hours of work by HMFH staff due to the early bid package release.

Motion made by Janet Fierman to approve Amendment #13 to HMFH Architects for Designer Approved Services for Early Bid Package release in the amount of: \$53,925.00

Unanimously Approved

P. Lewis discussed with Building Commission Amendment 14 for hazardous materials abatement monitoring including air sampling and reporting.

Motion made by Janet Fierman to approve Amendment #14 to Hygiene Services not to exceed the amount of: \$69,550.

Unanimously Approved

Ninth School Study – School Department

R. Masak gave an overview of the RFQ for the 9th School Site Selection Study and Brookline High School site selection study. A discussion took place reviewing the four sites under consideration:

- Village School/Stop & Shop: Mixed use; K-8 school.
- Baker School Property: addition of a second, free standing K-8 school vs. expanded one school.
- Alternative Site: Baldwin/Soule Properties. Possible BHS expansion needs. Support and collaboration with Parks and Recreation required.
- Alternative Site: 111 Cypress St. Possible BHS expansion needs.

D. Pollak appeared to address possible timelines associated with the 9th School and BHS expansion projects. The Building Commission reviewed the site considerations to be included in the RFQ: Location and Access; Physical Characteristics, Legal/Regulatory issues, Project Complexity and Cost. Dr. Connolly discussed the working group being established to review the Brookline High School study in order to maximize the clarity in the RFQ for High School site selection.

A discussion took place with the Building Commission regarding the release of the RFQ and the involvement of the Building Commission. The Commission made suggestions including requesting examples from submitters of specific projects with in the state showing experience relevant to the Brookline site selection RFQ. Additional services possibly needed at a future date were discussed including Traffic Studies, GeoTech studies and high level property appraisals.

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, Training & Maintenance (Fire), Fire Station Renovations, Classroom capacity (split out leases), 9th school.

Town Projects

- MSC Renovation-Upper floor repair ongoing; foundations completed; severe schedule issues addressed earlier in meeting.

- Coolidge Corner Library Feasibility Study (Library)-nearing completion; estimates (including soft costs) developed for options. Library Trustees at work to build into future CIP.
- Elevators (Town/Schools)-assessment/schematic design report complete. Meeting with David Lucey from Embree to review cope of work at Town Hall March 29th.
- Roof Repair/Replacement & Building Envelope (Town/Schools) - Schools Phase-bids received 3/3/16; Town phase-contract execution. R. Masak stated that in house roofer, McKenna, reviewed all Town and School buildings for necessary repair work. CBI then looked at all buildings requiring more than \$500,000 worth of repair and set up a program for the next thirty years. This plan has been built into the budget. After review of all bids received R. Masak will be recommending Folan Waterproofing for the Wall Repair projects at various School Buildings.

Motion made by Nate Peck to approve the contract with Folan Waterproofing for wall repair projects throughout the Town in the amount of \$1,092,700.

Unanimously Approved

- Pool Repointing; Shower Restoration (Rec)-assessment phase (report) nearing completion.
- Devotion House-restoration of windows ongoing (8 out of 23 windows completed)
- Reservoir Gate House Roof Restoration –G. Cole, N. Peck and K. Breslawski, serving on Committee of Seven, received information packages. RFQ developed; site walk-through on 3/2/16.

School Projects

- Devotion Expansion – move planning, GMP, trade contractor prequalification and construction docs underway. Discussed earlier in meeting.
- 9th School/HS Site Selection Study-RFQ being developed. Discussed earlier in meeting.

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 8:30 p.m.
Minutes respectfully submitted by Sara Gooding.