

Minutes of the Building Commission Meeting

May 10, 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; Tony Guigli, Project Administrator; Ray Masak, Owner's Project Manager; Charles Simmons, Director of Public Buildings; David Pollak, School Committee; Dan Goyette, Mike O'Connell, CNI Staff; Staci Villa, Eric Kluz, HKT Staff; Pip Lewis, HMFH Architects staff; Jonathan Hirst, Kyle Lloyd, Shawmut staff.

Meeting Minutes

Motion made by Janet Fierman to approve the meeting minutes of April 12th, 2016.

Unanimously approved.

Municipal Service Center – Contractor's Network

CNI Staff appeared to discuss the Municipal Service Center project. R. Masak provided the Commission with a project update. The project itself has a contracted value of 2.6 million dollars, currently 1.8 million dollars' worth of work is left to do. R. Masak estimated the project is near thirty percent completion, with only 2 months left remaining until the original completion date of June 30th. The Building Commission asked CNI to explain the delay in project work to date. M. O'Connell stated that since the last meeting in March the patching on deck has taken a longer period of time than initially anticipated. Metal decking repairs were needed. The concrete curbs are at fifty percent completion and rough electric, plumbing and inside fire protection is underway. M. O'Connell stated that the recent snow storm and unseasonably cold temperatures hampered the progress of exterior work, but that the subs on site have been working more productively since the last meeting with the Commission. M. O'Connell informed the Commission that he believes the project is only 2 months behind schedule and will be complete by September 1st.

The Building Commission asked HKT Architects to provide an opinion on the project to date. E. Kluz stated a frustration does exist with receiving timely responses from subs, particularly the mechanical consultant. S. Villa stated that in order to finish the remaining 2/3 of the project in 4 months, coordination with all staff involved would be necessary, and she has not yet seen that level of work. M. O'Connell assured the Commission that efforts are being made to move the project forward including staff working over time during the week and on Saturdays.

T. Guigli asked CNI staff to comment on the status of the mezzanine and the canopy. M. O'Connell stated both the mezzanine framing and canopy were released for production. A discussion took place regarding issues CNI has with the owner in relation to the contract and ownership of elements of the project: structural beams required for the mezzanine framing as well as canopy installation and electrical work. The Building Commission advised CNI to move

forward with finishing the job. It was stated that further delaying completion of the project by placing work on hold due to these contractual discrepancies could result in future difficulties with change order approvals. D. Goyette stated that the subs on site have improved and the work is positively progressing. J. Fierman asked for the Mechanical Consultant, TCI to appear at a future Building Commission meeting.

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

P. Lewis from HMFH provided the Commission with the monthly update. The Devotion project is moving ahead and on schedule. P. Lewis stated that the 60% Construction Documents Phase is complete. The reconciled estimates show that the project is still on budget and Value Engineering is not required at this time. A discussion took place regarding the reconciled budget of \$89,672,865 and executive summary provided by T. Guigli. The Building Commission reviewed the budget. T. Guigli pointed out that the architect fees within this budget include the two Change Order requests to be presented at tonight's meeting. T. Guigli stated that he does not expect any further Contract Amendments after tonight's meeting from HMFH.

P. Lewis continued with the update. Bi-Weekly consultant meetings between HMFH and Shawmut continue to ensure constructability, coordination of work and resolution of any issues as they arise. Clash Detection sessions are being used to work out system coordination issues before construction. In addition HMFH, Shawmut and the Owner have been holding meetings to coordinate work, procedures, and responsibilities of the project.

P. Lewis stated on May 4th, the SBC voted to approve the submission of the 60% CD set to the MSBA, and the package was submitted to the MSBA on May 6th. The early bid package release will be based on the 60% CD set of pricing documents. The Early Bid package includes structural steel, concrete, site work, earth support, hazardous material mitigation, and demolition. The only trade required to be a Filed trade for this early package is Temporary Electrical. A discussion took place regarding the site package and limitations with the unions.

K. Lloyd from Shawmut reviewed recent legal changes to MBE regulations, and the recent State ruling to remove Portuguese owned business from the list of business defined as minority owned. T. Guigli will forward this ruling to Town Counsel to review how this will affect fulfilling MBE requirements on this project.

P. Lewis continued with the update stating the trailers will be on site after the last day of school on June 21st. It has also been determined that for the purpose of site constructability and necessary earth support systems, 6 additional trees will need to be removed from the site. This information has been reported to the SBC as well as Tom Brady, the Brookline Tree Warden. P. Lewis stated that HMFH and Nitsch have met with Brookline Engineering and DPW to review the civil plans for the project. Some revisions have been suggested to the Stedman Street sewer profiles and any changes will be incorporated into the Early Bid Packages through addendum.

A discussion took place amongst the Commission, Shawmut and HMFH regarding the need for detailed review of the construction documents by Shawmut and HMFH to ensure all necessary error proofing is completed to avoid any possible omissions or unforeseen issues.

P. Lewis presented Amendment No. 15 to McPhail Associates for Submittals and Soil Disposal Profiles, and Construction Monitoring Services in the amount of \$157,000.00. P. Lewis also presented Amendment No. 16 to McPhail Associates for additional soil testing regarding the underground storage tank in the amount of \$32,450.00. A discussion took place regarding both Contract Amendment No. 15 and No. 16. P. Lewis summarized for the Commission the 3 classifications of soils that are leaving/entering the site:

- Relatively clean leaving the site
- Relatively dirty leaving the site (these soils must be tested and disposed of properly)
- Soils brought onto the site (these soils must be tested and are the responsibility of Shawmut, which ensures that soils brought on site are chemically safe)

P. Lewis explained that additional chemical testing required on site during construction will be including in Change Order 15, barring any discovery of an unexpected contaminate onsite. T. Guigli stated that after review, it is his opinion that McPhail's estimate of the staff needed on site to ensure earth work is handled appropriately on this project is fair. He recommended approval of both Change Order No. 15 and No. 16 to the Building Commission.

Motion made by Janet Fierman to approve Change Order #15 to HMFH Architects for GeoTech Construction Monitoring and Submittals/Soil Disposals in an amount not to exceed \$157,500.

Unanimously Approved

Motion made by Janet Fierman to approve Change Order #16 to HMFH Architects for MCP Reporting and Compliance in an amount not to exceed \$32,450.

Unanimously Approved

T. Guigli presented the final review of the construction package including the 3rd amendment to the contract with Shawmut Design and Construction. A discussion took place regarding this contract. T. Guigli noted that the Devotion School project is the first Ch. 149 A project undertaken by the Town of Brookline and that after review, he does recommend that the Building Commission approve the proposed Contract Amendment with Shawmut.

Motion made by Janet Fierman to approve the Contract with the Town of Brookline and Shawmut Design and Construction for the Devotion School Building project.

Unanimously Approved

J. Hirst from Shawmut appeared to review sample Change Order documents with the Building Commission. A discussion took place regarding the forms used by Shawmut to show wage rates, direct costs and change orders on their projects. T. Guigli stated that lien waivers had to

be included in non-trade and trade sub-contractors. He asked that this be confirmed in an amendment within in the Shawmut contract.

The Commission asked if the Devotion residents have been kept abreast of the project. Shawmut staff stated that a community meeting is scheduled for June 8th. Parviz will also be onsite daily to answer any individual questions that will arise from residents during construction. Shawmut staff added that the concession has been made to leave one basketball court open to neighbors for recreational use until the time during construction it becomes necessary to close it down. T. Guigli stated that he had collected email addresses from Lawrence area residents and provided a 2 week look ahead in regular emails during the Lawrence School project, and will do the same for the Devotion project. The Commission reminded Shawmut to pull all permits as early as possible.

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; staging installed; masonry to commence; severe schedule issues. Discussed earlier in meeting.
- Coolidge Corner Library Feasibility Study (Library)-nearing completion (final report).
- Elevators (Town/Schools)-final design ongoing.
- Roof Repair/Replacement & Building Envelope (Town/Schools) - Schools Phase – building permit; Town phase – mobilization.
- Pool Repointing; Shower Restoration (Rec)-design ongoing; coordination meeting held on April 12, 2016.
- Devotion House-restoration of windows ongoing (8 out of 23 windows completed)
- Reservoir Gate House Roof Restoration – contract execution. R. Masak presented the contract for the Reservoir Gatehouse Roof Restoration between the Town and McGinley, Kalsow and Associates, Inc in the amended amount of \$27,899.00

Motion made by Janet Fierman to approve the Contract with the Town of Brookline and McGinley Kalsow & Associates, Inc for the Reservoir Gate House Roof Restoration project in the amount of \$27,899.00.

Unanimously Approved

- Phase 5 Garage Repairs – Working with Desman regarding amendment.

School Projects

- Devotion Expansion – move planning, GMP #1 out to bid. Discussed earlier in meeting.
- 9th School/HS Site Selection Study – C of 7 met on April 27, 2016; Interviews held on May 9, 2016. Jonathan Levy selected. Pre-negotiation meeting with Kara Brewton in the Planning department is underway. R. Masak stated that the School Committee needs to provide an education program for the 9th school/HS Site Selection Study. The goal is to have this study complete by September with identification of possible sites. R. Masak stated that the Selectmen will be assembling a 111 Cypress Street Study to review use of the space for the High School. G. Cole volunteered to represent the Building Commission on this study.

Project Closeout

- Town-Fisher Hill Gate House/Comfort Station.
- Schools-Pierce/Lawrence Elevators; Pierce Electrical Upgrades.

C of 7's needed

- Fire Station No. 1 – Roofing/Repointing
- HS Feasibility Study
- Ninth School Feasibility Study
- FS No. 6 Training & Maintenance/Renovations

Issues

- Building Committee makeup for future project
- Ninth School/HS Timeline

Old and New Business

T. Guigli presented the final change order for temperature controls at Old Lincoln School.

Motion made by Janet Fierman to approve Change Order #10 to Lambrian Construction for temperature control work associated with the removal of ACU #1 in the amount of \$8,208.13.

Unanimously Approved

C. Simmons appeared to update the Building Commission on projects within the Town to address classroom needs and other ancillary projects. There is no anticipated work this summer to create more space at the High School. Heath and Pierce School will both require small amounts of work to create more classroom space. Additional space possibly available at 62 Harvard is under review. Electrical work including the replacement of the transformer and transfer switch will affect Pierce School and Town Hall over the summer. Old Lincoln School will also have electrical upgrade and plumbing improvements completed over the summer. C. Simmons stated that there will also be work done at 30 Webster to ensure the site is ready for Devotion students. Baker and Pierce Primary also have Building Envelope work and Repointing slated for the summer. The Phys Ed building will have elevator work done over the summer.

Meeting adjourned at approximately 8:30 p.m.
Minutes respectfully submitted by Sara Gooding.