

Minutes of the Building Commission Meeting

July 12th, 2016

4th Floor Conference Room, Town Hall

6:00 p.m.

In Attendance: Janet Fierman, Ken Kaplan, Karen Breslawski, Nate Peck, Building Commission; Tony Guigli, Project Administrator; Ray Masak, Project Manager; Daniel Bennett, Building Commissioner; Charlie Simmons, Director of Public Buildings; Andy Pappastergion, Commissioner Public Works; Kevin Johnson, Department of Public Works; David Pollak, Helen Charlupski, School Committee; Pip Lewis, HMFH Architects staff; Jonathan Hirst, Shawmut staff; Ambrose Donovan, McPhail Staff; Eric Kluz, HKMT Architects.

Meeting Minutes

Motion made by Ken Kaplan to approve the meeting minutes of June 14th, 2016.

Unanimously approved.

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

T. Guigli provided the Commission with a project update. The move from Devotion School to the site located at 30 Webster Street has been completed. D. Bennett stated that a temporary Certificate of Occupancy has been issued for set up of the 30 Webster school site. D. Bennett has reviewed the site for compliance with code and C. Simmons has reviewed the building and both expect that the permit and Certificate of Occupancy for school use will be issued by early August.

T. Guigli stated that the Trade Contractor prequalification for file sub bid review is underway, and reference checking is progressing on over one hundred submissions. The elevator pre-qualification must be re-advertised as only 1 applicant was received and there must be 3 applicants prequalified. A discussion took place regarding elevator bids and interest in the project.

P. Lewis from HMFH Architects appeared to give the monthly project update. The Devotion site mobilization and regular site meetings have begun. The project is moving forward on schedule. GMP-1 was approved last month and the authorization to proceed with the project was received from the Town. The 90 percent construction document set is nearly complete. The cost estimates based on them will be reconciled with Shawmut and HMFH on July 18th, presented to the Devotion School Building Committee on July 19th, and submitted to the MSBA on July 20th. P. Lewis stated that the project remains on budget with Value Engineering items still available should the need to consider them arise. Work on the 100 percent construction doc set will continue and be released to bidders in August.

P. Lewis presented to the Building Commission an irrigation proposal from their Landscape Architect, Carol Johnson. The irrigation design proposal includes irrigation of:

1. The turf field
2. Surrounding grass play areas and the green screen area along Stedman (in front of parking garage)
3. The Babcock street walkway and school garden
4. Area around Devotion House.

P. Lewis stated that the Devotion School Building Committee would like to pursue #1-3 as priority to the project. P. Lewis continued that use of irrigation consultants on school projects is not common, as most projects include drought resistant landscaping that will not need significant irrigation. In the case of the turf field and the green screen to be used on the Devotion project, both will need irrigation.

The Building Commission discussed the irrigation proposal from Carol Johnson, amounting to a design fee increase of \$12,760. A discussion took place regarding the design fee increase and whether the additional irrigation design costs should have been included in the original design cost for the project.

The Building Commission advised that HMFH Architects should request that their Landscape Architect, Carol Johnson, do a Design Build Spec/Performance Spec on Items #1-3 within the proposal for an amount not to exceed \$2,000.

A. Donovan from McPhail appeared to discuss GeoTech/soil testing done at the Devotion site. T. Guigli stated that 2 change orders had previously been approved for construction administration, amounting to a total not to exceed \$190,000. A. Donovan from McPhail explained that the current request for an additional \$12,000 in testing would cover material disposal testing that may be needed once demolition begins. The Commission discussed the hazardous material testing done to date and possible future testing.

D. Pollak asked about the use of the ProCore software program on the Devotion project. J. Hirst reviewed who will have read only access and administrative access to the ProCore system. The suggestion was made to review the access policy and use of ProCore early in the project.

J. Hirst from Shawmut Design & Construction appeared to discuss the Shawmut team assigned to the Devotion project. Resumes were reviewed and specific roles of each individual on the team were discussed. A discussion took place regarding staffing and the continued involvement of the HMFH team working with the Shawmut team throughout the duration of the project. T. Guigli asked for P. Lewis and J. Hirst to elaborate on Quality Assurance efforts from both firms. It was stated that the BIM modeling and Clash Detection have been used throughout the initial stages of the project and will continue to be used. In-house meetings will be held as well as weekly on-site meetings including field report reviews with quality control staff from both HMFH and Shawmut.

Building Department Projects Status Updates

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

- CIP for 2018-Building Envelope, Elevators, Security, Energy Efficiency, Energy Management, Training & Maintenance (Fire), Fire Station Renovations, Classroom capacity (split out leases), 9th school/HS schematic design; Driscoll HVAC.

Town Projects

- MSC Renovation-Upper floor fit-out ongoing; roofing/masonry nearing completion; MEP rough ongoing; severe schedule issues continue.

R. Masak appeared with E. Kluz from HKMT architects to update the Building Commission on the Municipal Service Center project. R. Masak stated that the project is only at forty percent completion, but a new super is on site which seems to be improving the performance of the sub-contractors. E. Kluz presented a letter to CNI from HKT asking for a revised schedule. E. Kluz also presented a letter to the Owner requesting additional compensation for the architect fees anticipated due to extension of the substantial completion date past July 1, 2016 originally stated in the contract. R. Masak stated that he believes the project could be finished at the end of September but more likely November; and that the additional architect fees should not exceed an amount of \$29,100. The liquidated damages to be sought out from CNI after completion are estimated to be \$45,000.

K. Johnson from the Department of Public Works addressed his concern surrounding the set up and use of a temporary fuel station later in the year, as the weather changes. In order to maintain public safety there must be a permanent fuel station available once the winter months begin. E. Kluz confirmed that the schedule shows a 6 week time frame for the fuel canopy completion, indicating that the CNI must begin work on the canopy before the second week of September to ensure completion before winter.

The Building Commission advised involvement of Town Counsel to review the contract documentation and grounds for termination of CNI. The Commission also suggested a letter with drop-dead dates to CNI with a cc to the bonding company on the project.

- Elevators (Town/Schools)-final design ongoing; Amendment for Additional Services.

Design is ongoing for the elevator work needed at Town Hall and Phys Ed building. R. Masak presented an amendment for additional design services for the elevator repair work at Town Hall and the Phys Ed building in the amount of \$5,490.00.

Motion made by Ken Kaplan to approve Change Order #1 to CBI Consulting for additional design services for the repair of the elevators located at the Town Hall and Phys Ed building in the amount of \$5,490.00.

Unanimously Approved

- Roof Repair/Replacement & Building Envelope (Town/Schools) - Schools Phase – mobilization. Repointing at Pierce School moving along. Repointing and painting at Baker moving along. Unified Arts Building work on granite steps and washing limestone underway; Town phase – nearing completion.
- Pool Repointing; Shower Restoration (Rec)-bids received; beyond allocated budget. Will re-bid in fall.
- Devotion House-restoration of windows ongoing (16 out of 23 windows completed)
- Reservoir Gate House Roof Restoration – June 9th site visit; design ongoing.
- Phase 5 Garage Repairs – Desman amendment being executed; to be signed off on by Selectmen.
- Fire Station No. 1 (Roofs/building envelope) – Amendment.

R. Masak presented to the Building Commission Contract Amendment #1 to Russo Barr Associates for Designer Services associated with the building envelope repairs and roof replacement at Fire Station No. 1.

Motion made by Ken Kaplan to approve Contract Amendment #1 to Russo Barr Associates for Designer Services for roof repair and envelope work at Fire Station No. 1 in the amount of \$33,450.

Unanimously Approved

School Projects

- Devotion Expansion – move ongoing, GMP-1 approved, Prequalification of sub-trades for GMP-2 ongoing; overall mobilization. Discussed earlier in meeting.
- 9th School/HS Site Selection Study – contract executed; study started.

R. Masak updated the Commission on the 9th school/HS site selection study. Meetings have been scheduled with Jonathan Levy to review options at each site, including a July 26th meeting with the Board of Selectmen and the School Committee.:

Stop and Shop – 4 options

Baker School – 4 options

Baldwin School-3 options

For the feasibility study RFQ process, a July 20th briefing session for the Committee of 7 is scheduled.

Project Closeout

- Town-Fisher Hill Gate House/Comfort Station. Open House and movie night is scheduled for July 22nd.

C of 7's

- HS Feasibility Study/Ninth School Feasibility Study-K. Breslawski, N. Peck, G. Cole.
- FS No. 6 Training & Maintenance/MEP Renovations-K. Kaplan, J. Fiermen and K. Breslawski.

Issues

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

C. Simmons appeared to present the contract with M-V Electrical for the electrical services upgrade work needed at the Old Lincoln School.

Motion made by K. Kaplan to approve the proposed contract with M-V Electrical for the electrical upgrade work at the Old Lincoln School in the amount of \$296,800.

Unanimously Approved

Meeting adjourned at approximately 8:20 p.m.
Minutes respectfully submitted by Sara Gooding.