Minutes of the Building Commission Meeting
Tuesday, February 11, 2020
Town Hall, Room 408
6:00 p.m.

In Attendance: Janet Fierman (by phone), George Cole, Nathan Peck, Karen Breslawski, Building Commission; Tony Guigli, Project Administrator; Ray Masak, Project Manager; Dan Bennett, Building Commissioner; Tim Hurdelbrink, Patrick Laverty; Shawmut Staff; Andy Felix, Hill International Staff; Peter Roche, Rob Mulligan, Skanska Staff; Andrew Jonic, William Rawn Associates Staff; Jim Rogers, Jen Carlson, Leftfield Staff; Philip Gray, JLA Architects Staff; Roger Gagnver, Arcon; Tom Fennick, Jason Huestis, McPhail Associates; Matt Gillis, Rob Mullin, School Department; Susan Wolf-Ditkoff, School Committee; John VanScoyoc, Town Meeting Member.

G. Cole read the Call-in Protocol Policy at the start of the meeting.
Pursuant to the Board’s Authority under 940 CMR 29.10 (8), J. Fierman, will be participating remotely via telephone due to geographic distance.
There is a quorum physically present and all votes taken will be recorded by roll call.
Janet Fierman will be allowed to vote.
I have reviewed the required checklist.

Meeting Minutes

Motion made by K. Breslawski to approve the meeting minutes for January 14, 2020.
Yea: Breslawski, Peck, Cole.
Abstained: Fierman
By Roll Call approved.

Motion made by N. Peck to approve the meeting minutes for December 18, 2019.
Minutes deferred until next Building Commission Meeting.

Coolidge Corner School Renovations and Additions

T. Guigli informed the Building Commission that Shawmut is working on the punch list for the Coolidge Corner School Renovations project. The remaining issues that need to be completed are Spring work for the redo of the Raised Cross Walk, floor repairs and spring start-up of the HVAC system. It was suggested that they get the raised crosswalk work completed before Peter Ditto from Engineering leaves for retirement as he is familiar with the project. Other items needed to be complete are the support for the Radiant Panels; and Occupancy Sensor issues. T. Hurdelbrink presented packets on updated information history of actions on lighting issues. Shawmut feels the lighting controls are under control although Building Staff report there are some issues in the Multi-purpose Room and Room 342. T. Hurdelbrink reported they have a strategy relating to the radiant panels. P. Lafferty said that there was an issue with the panels in
the Music Room. There were some clips missing that were integral to installation. It needs to be secured. They have arranged to have a room by room above ceiling inspection during February break. Discussion took place on the panels. Floor repairs will continue during February vacation week, along with the rail fix at the front doors, lighting and green screen.

**BHS Expansion Update**

R. Masak informed the Building Commission that Hill will provide an update on the project; Skanska will give an update on construction; there is a Pre-GMP Amendment # 14 and Change Order # 3 from Skanska and two Amendments from William Rawn Associates.

A. Felix provided an update on the project. He discussed bid packages for STEM and Cypress. Bids are being reviewed for both projects. They are working on the overall budget. There were a few schedule issues with Cypress and STEM buildings. They are strategically re-sequencing the work. R. Mullin passed out photos of the project to show the construction progress made in the past few weeks. G. Cole requested a Draw Schedule for the project to track progress. He also requested a comprehensive report on the overall project costs both hard and soft this week.

P. Roche presented Pre-GMP Amendment #14 in the amount of $515,982 which includes two recommendations to award two contracts on the STEM Buildings, Building specialties such as appliances, ancillary stuff and building signage. In addition, they have included a $100,000 increase to the general requirement to fund the utility back charge allowance. They are anticipating that there may be more utility charges prior to execution of the GMP. They have included an owners overtime allowance of $130,000 for unforeseen conditions intended to deal with scope changes. Discussion took place on this.

*Motion made by G. Cole to approve Pre-GMP Amendment #14 Change Order #3 to contract with Skanska in the amount of $515,982.*


*By Roll Call approved.*

P. Roche presented Application #17 for the period ending January 31, 2020. It brings the total complete year to date in the amount of $20,548,912 and a balance to finish on the contract in the amount of $99,940,281. The current payment due on the project for progress this period is $4,169,518 this is primarily new progress on STEM and Cypress Buildings. Hill and William Rawn Associates reviewed the requests and approve.

A. Jonic reported that his firm continues doing administration services. They will have an Open House next week to show models of the STEM and Cypress buildings.

A. Jonic presented Amendment #17 on Geo-Tech services which includes three scopes of work. The first is for geo tech oversight regarding the platform construction for the MBTA. This scope includes $60,500 for ten weeks of continuous on-site work. The second scope is for additional
soil profile in the amount of $13,200 for soil disposal. The third scope is for additional on-site inspection. The contract included 20 weeks of onsite observation and an additional four weeks of on-site observation in the amount of $24,200 are needed. Hill and the Building staff have reviewed and approve of this amendment.

Motion made by N. Peck to approve the Contract Amendment #14 in the amount of $97,900 for William Rawn Associates.
By Roll Call approved.

A.Jonic presented Amendment #15 for the MBTA which includes three scopes of work. The first is associated with track replacement on the Green Line. A. Jonic and A. Felix explained the adjustments that needed to be made. This scope is in the amount of $39,670. The second scope involved the temporary MBTA hut relocation in the amount of $15,447. The third scope includes redesign of the foundation for the OCS portals in the amount of $25,703. The total amount of the Contract Amendment #15 is $80,820.

Motion made by K. Breslawski to approve Amendment #15 in the amount of $80,820 to Arcomm.
By Roll Call approved.

Building Commission emphasized to A. Felix that anything that is brought to the Building Commission that it be reviewed, critiqued and questioned before it is brought to the them. A. Felix assured that they have been doing that.

Driscoll School Project

T. Guigli informed the Building Commission that Leftfield would present the OPM Monthly Progress update on the project, there would be a look at the schedule, identify areas of concern of the project, a discussion of the budget and that there would be a discussion on creating Fossil Free Task Force. T. Guigli introduced members of the team from JLA Architects, Leftfield and school department staff involved in the project.

J. Rogers presented the OPM Monthly Report. He reviewed the Executive Summary, Tasks Budget, Schedule, Contract Amendments and Community and Outreach. The Building Commission requested this information before the Meeting. He believes the schedule that was questioned in the prior meeting is achievable. He discussed the CM at Risk firms. P. Gray talked about the design of the building. He has had several meetings with the Driscoll School staff, School Building committee, the School Principal, Police and Fire and will continue to meet with other departments such as the Parks Department. Building Commission asked for an overview of the design before the meeting; suggested making the flexible for future changes in education and that the schools need to be robust and low maintenance. The buildings get used a great deal and buildings need to be maintained. P. Gray mentioned that they met with
Coolidge Corner School staff and toured the building to see what worked in the project and what didn’t work. P. Gray reported that geo-thermal testing is scheduled to be done during April vacation. The Building Commission suggested that there be a working group Task Force including Building Staff, GGD, Leftfield, MEP consultant staff and any other groups that would be helpful for a fossil free school. Discussion took place on who could be involved in this group.

S. Wolf-Ditkoff talked about the project. She made some recommendations. She believes the OPM should be ahead of her, follow through on commitments, basic project mechanics, understanding roles and responsibilities for the project and transportation and parking. Discussion took place. Some felt that the OPM needs to be technical rather than administrative and political. S. Ditkoff said the School Department does not have enough staff to do this. There was discussion on how this has been done in the past on other school projects. In the past, the role of an OPM does not do that.

Motion made by J. Fierman to support the School Department in its efforts to get a School Capital Projects position for the Driscoll School and other major school projects.
By Roll Call approved.

T. Guigli reported that geo-thermal and geo-technical borings will be on-site next week. McPhail will be doing the environmental work. Among other things the team is working on cost, but it needs to get done.

T. Guigli explained Contract Amendment #2 for JLA. The original contract was $1,180,000 for schematic design. The $7,259,563 is for the contract. This amount does not include geo-tech and geo-thermal holding $500,000.

Motion made by G. Cole to approve Contract Amendment #2 to approve the contract between JLA and the Town of Brookline in the amount of $7,259,563 for design, development and continuation through the completion of the project.
By Roll Call approved.

T. Guigli presented Amendment #1 for Leftfield LLC in the amount of $3,182,090 for continuation of services through the end of the project for all phases. Discussion took place due to the issue of the Clerk of the Works position. Leftfield wants this position from someone from their firm. The Town prefers it to be a position that they choose. After discussion took place it was decided that the first two years of the project the position would be someone from Leftfield with the option that the Town hire someone for the last two years as a compromise. A revision of the contract will need to be made and a Special Meeting may be scheduled. S. Wolf-Ditkoff said she does not have complete support from the School Committee on this contract. She believes would be helpful is to have roles and to be clear what is in the contract and define the roles such as what the School Department and OPM each are supposed to be doing so things are clear. A new contract will need to be updated with what is needed. Building
Commission said on the recommendation of T. Guigli they are ready to proceed with the contract with a proviso of the two-year duration and the Town’s option to proceed with the Clerk. The School Committee may have a different opinion but this is the recommendation of the Building Commission. The Building Commission requested a design presentation at the next meeting.

**Building Department Projects Status Updates**

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

**BC STATUS REPORT & SCHEDULE**

- CIP for 2020 – Building Envelopes & Roofs; Elevators; Life Safety/Security; Energy Conservation; Energy Management; Fire Station Renovations; Classroom capacity (leases); Pierce School; ADA Renovations; Climate Control; HVAC Equipment; Fire Alarm Systems; Town Building Rehabs; Solar PPA’s

**TOWN PROJECTS**

- Water Garage Repairs - slab deteriorated; floor assessment completed; report issued; no change; additional funding approved by Town meeting for full slab repair; Amendment for full slab repair executed; Bids Received Dec 5, 2019; construction contract execution underway
- FS No. 6 Training & Maintenance/ MEP Renovations – project complete- contractor received occupancy on Nov 26, 2019; closeout – in process
- CC Library (Building Envelope / Elevator) – complete; in closeout – punch list- issue with roofing sub- punch list resolution complete
- Putterham Library Bathrooms- design underway
- Reservoir Park Gatehouse – work nearing completion - installation of doors
- Harry Downes Field House - bids received Dec 3, 2019 – over budget; VE underway
- Building Envelope – Public Safety; Main Library; Soule Rec; Baker – amendment negotiated/ in process

**SCHOOL PROJECTS**

- Devotion Expansion – refer to Shawmut monthly
- HS Expansion – refer to Hill/ Skanska monthly
- Pierce School - accepted into MSBA process; Town meeting voted funding
- Driscoll School – override vote on Dec 10, 2019 approved; proceeding to Design Development pending Architect and OPM amendments
C OF 7’s

- None needed at this time

Old and New Business

G. Cole suggested asking Town Meeting to expand the Building Commission from five members to seven members as the number of Capital Projects has expanded and projects are lasting longer. Other Building Commission members responded that they need to think about this change because having five members has worked well and they have worked well together.

Meeting adjourned at 8:45 p.m.

Minutes respectfully submitted by Beth McDonald.