

## **Minutes of the Building Commission Meeting**

Tuesday, September 12<sup>th</sup>, 2023

Hybrid Meeting

Town Hall, 4<sup>th</sup> Floor Conference Room and via Zoom

6:00 p.m.

In Attendance: George Cole, Karen Breslawski, Nate Peck, Brooke Duskin, Building Commission; Tony Guigli, Project Administrator; Charlie Simmons, Director Public Buildings; Jim Rogers, Adam Keane, Lynn Stapleton, Andrew Deschenes, Jen Carlson, Leftfield Staff; Philip Gray, Carol Harris, Jonathan Levi Architects (JLA) Staff; Douglas Murphy, Nathan Burnham, Mike O'Brien, Gilbane Staff; William Spears, Amy MacKrell, Miller Dyer Spears (MDS); Jody Staruk, Consigli Staff; Andrew Jonic, William Rawn Associates; Alex Galanos, Lambrian Construction; Rob Kefalas, Engineering Division; Stefanie Greenfield, Cambridge Seven; John F. Sullivan, Fire Chief; Karen King, Jamie Yadoff, School Department; Helen Charlupski, School Committee; Nancy Heller, Brookline High School Building Committee.

### **Meeting Minutes**

*Motion made by K. Breslawski to approve the Meeting minutes for August 8<sup>th</sup>, 2023.*

Aye: Breslawski, Cole, Peck, Duskin

**By Roll Call Vote Approved.**

### **Pierce School Project- Leftfield**

Staff from Leftfield appeared before the Commission to discuss the Pierce School Project. J. Carlson provided project update. Design Development completion date projected for November 27<sup>th</sup>. Investigative site work and preliminary testing has been completed. Interior and exterior design review meetings are underway. The Building Commission advised Leftfield and MDS this period is critical to design decisions. Based on past projects, the Commission advises that long term maintenance issues, overly complicated systems and constructability all need to be considered during the design process. The Commission advised that Leftfield establish a regular design review process with Town and School staff. The Commission asked to see the list of issues identified on the Driscoll project that will not be repeated for the Pierce project, and for a full design page turn at the next meeting.

Leftfield updated the Commission on preliminary site testing done to date. Pierce Historic building – test pit and brick test. Geothermal well has also been completed. A. Keane stated results are expected back for the geothermal tests over the next few weeks. A discussion took place including: water table height behind the historic building, areas of known water problems, existing foundation and waterproofing, geothermal well test results, and soil characterizations. A. Keane stated to the commission that adequate investigative testing has been completed at this time.

L. Stapleton reviewed Pierce budget report. The September invoice total in the amount of \$775,337.11 was reviewed: Leftfield in the amount of \$140,000 for Design development services; MDS in the amount of \$596,325 for professional services; Consigli in the amount of \$30,000 for preconstruction services and the Town of Brookline payroll costs in the amount of \$9,012.11

*Motion made by N. Peck to approve August invoice for the Pierce School project in the amount of \$775,337.11 for OPM and designer services through design and construction for the Pierce School Project.*

Aye: Breslawski, Cole, Peck, Duskin

**By Roll Call Vote Approved**

J. Staruk from Consigli provided the Commission with a schedule update. During the August meeting 3 options for schedule were reviewed. Option 2, an early release package with July 1 move out was targeted as the one the School Department favored. J. Staruk provided a review of Option 2 schedule with major milestones highlighted. The Building Commission asked for Leftfield to draft a memo of recommendation for Option 2; one early release bid package with a July school move out, specifying the advantages to the project opting for early release. The Commission will need this letter of recommendation so that formal approval of Option 2 can be voted on at the October meeting. H. Charlupski confirmed that Option 2 is supported by the School Department.

W. Spears from MDS presented an overview of the design elements to date. The Building Commission advised MDS to take into consideration the long term maintenance and practicality of all materials used on this project. The Commission asked for alternative options for exterior slate wall and pictures/examples of exterior zinc over time on building envelopes. The Commission emphasized that design needs to take into account ease of construction. T. Guigli stated monthly updates on design from the architects to the Commission would be useful.

### **Driscoll School Project- J. Levi, Leftfield, Gilbane**

Leftfield staff appeared before the Building Commission to provide an update on the Driscoll School project including Construction, Schedule Details, Risks, Quality, Budget, and Project Approvals and Requests.

D. Murphy of Gilbane provided the construction progress update. D. Murphy stated a TCO (Temporary Certificate of Occupancy) will be filed at the end of the month. Upcoming milestones were presented and punch list plan was discussed. The Building Commission acknowledged that significant progress has been made on the new site in the past month.

L. Stapleton presented Change Order #31 for Gilbane for multiple ATP's in the amount of \$189,914. Among the items included in this change order were three new street lights; replacing and refeeding three existing.

*Motion made by N. Peck to approve Change Order #31 for Gilbane for work as described in the monthly report for \$189,914.*

Aye: Breslawski, Cole, Peck, Duskin

**By Roll Call Vote Approved.**

L. Stapleton presented the monthly invoices for August 2023. Included are Leftfield's invoice #43 for Construction Administration Services for August 2023 in the amount of \$52,342; JLA-McPhail for geotech testing in the amount of \$38,500; and various FF&E expenses for a total amount of \$3,291,147.76.

*Motion made by B. Duskin to approve the Driscoll project monthly invoices for August 2023 for a total amount of \$3,291,147.76.*

Aye: Breslawski, Cole, Peck, Duskin

**By Roll Call Vote Approved.**

### **BHS Expansion Update**

T. Guigli gave a BHS project progress update. Streetscape work is nearing completion. Hardscape work is completed, landscaping will be completed mid-October. R. Kefalas stated that the contractor wanted all of the planting to be completed at once after the summer heat has passed. T. Guigli reminded A. Jonic that one more wayfinding sign needs to be installed to complete the signage portion of the exterior work. A. Jonic presented contract amendment #33 for reissued contract drawings reflecting the removal of the contraflow bike lane and new traffic flow analysis at the request of the Owner.

*Motion made by G. Cole to approve William Rawn contract amendment #33 in the amount of \$2,200 for the High School project.*

Aye: Breslawski, Cole, Peck, Duskin

**By Roll Call Vote Approved.**

A. Jonic gave an update on outstanding work. Air balancing issues in room 347 and 348 were discussed. A. Jonic stated belief that 347 duct work has been fixed. Room 348 was not in Lambrian current scope of work, this duct work was in the original scope of work covered by CTA.

After review of duct work connections, it has been determined the issue in room 348 was a design flaw. A discussion took place regarding the remaining work to be done in room 347 and 348 and the balancing reports needed to close out this work. A. Jonic will reach out to C. Simmons to get 347 balanced. The work will be done in room 348 and then another balancing report will be done in this space. A. Galanos reviewed remaining punch list work to complete.

T. Guigli presented BHS project monthly invoices for August, 2023 in the total of \$1,017,029.67

*Motion made by G. Cole to approve monthly invoices for a total amount of \$1,017,029.67 for the High School project.*

Aye: Breslawski, Cole, Peck, Duskin

**By Roll Call Vote Approved.**

#### **Renovations to Fire Station #1 and #4**

T. Guigli updated the Building Commission on Fire Station renovation project. After many meetings, a contract for the work on FS #4 and FS #1 is ready for approval, contingent to review by Town Counsel, approval of Select Board and approval from Cambridge Seven. S. Greenfield confirmed that Cambridge Seven is ready to sign the executed contract once the Town sends it over. A discussion took place regarding the project scope and requirement to make the Fire Stations electric. It is anticipated that Ever Source may require up to 18 months of lead time to provide the service upgrades needed at both Fire Stations.

S. Greenfield stated simultaneous schematic design of each site may be useful so that planning for the power upgrade and the bid process can occur for both sites. A discussion took place regarding the procurement process for the fire station projects, using Design Bid Build/ ch.149b verse CM at Risk. T. Guigli stated that while the scope and expenses of FS #1 and FS#4 may lend more towards Ch. 149b, the complexity of the power upgrade and long lead time with Ever Source may require the CM at Risk route. The Commission recommended schematic design process should begin - including preliminary load assessments for each site and a preliminary meeting with Ever Source in order to then make a decision on the best route for procurement.

Chief Sullivan stated that the Fire Station Renovation project was initiated to update the health and safety of fire fighters at each Fire Station and to create gender equitable spaces at each location. The requirement to convert all Stations to fully electric was added to the project scope in later stages. The Commission acknowledged that the programming objectives of the Fire Station renovations need to be met.

T. Guigli made a recommendation for the Building Commission to vote approval on the contract with Cambridge Seven for design services for renovations to Fire Station #1 and Fire Station #4, with conditional approval based on Select Board approval and acceptance of contract by Cambridge Seven.

Aye: Breslawski, Cole, Peck, Duskin

**By Roll Call Vote Approved.**

## **Building Department Projects Status Updates**

### **BC STATUS REPORT & SCHEDULE**

#### **TOWN/ SCHOOL PROJECTS**

- Building Envelope – Thompson Waterproofing to finalize some issues with door installation at Larz Anderson comfort station this week. Otherwise all work complete except close-out documents.
- Fire Stations- Station #1 and #4 – design contract with Cambridge Seven pending.
- Police Department Locker Room Renovations – design options presented to Police Department staff, estimates for three options pending. Once agreed, design will be finalized and project bid.

#### **SCHOOL PROJECTS**

- HS Expansion – Staff working with Town Counsel regarding HVAC issue at 22 Tappan Street, outside consultant to evaluate systems pending. Third floor classroom punch list monetized, HVAC change order pending for Room 348, air balancing and substantial completion of project to follow. Tunnel Repairs project Committee of Seven appointed, design RFQ being finalized and advertising for same is pending. Interior wayfinding signage contract work pending, estimate \$52K
- Tappan Streetscape contract with IW Harding executed, work nearing completion with mostly landscaping and street trees remaining.
- Pierce School- refer to Leftfield monthly.
- Driscoll School –refer to Leftfield monthly

#### **C OF 7's**

- None pending.

#### **Old and New Business**

C. Simmons presented Building Department invoices to the Building Commission. McKenna roofing invoice for roof evaluation and long term report of all Town and School Buildings was discussed.

*Motion made by G. Cole to approve the invoice for McKenna in the amount of \$9,588.49 for roof assessment and report.*

Aye: Breslawski, Cole, Peck, Duskin

**By Roll Call Vote Approved.**

C. Simmons presented Building Department invoices to the Building Commission. New England School Services (NESS) invoice for reversing direction of door swing in the cafeteria at the High School was discussed.

*Motion made by G. Cole to approve the invoice for NESS in the amount of \$8,704 for door change in cafeteria at Brookline High School.*

Aye: Breslawski, Cole, Peck, Duskin

**By Roll Call Vote Approved.**

T. Guigli presented miscellaneous invoices to the Building Commission. Invoice 5 in the amount of \$19,304.75 and 6 in the amount of \$16,041.65 for Thompson Waterproofing were reviewed. These invoices reflect progress payments for masonry and envelope repairs done at Town Building sites, including FS 4, FS 7, Larz, Main Library and Public Safety.

*Motion made by G. Cole to approve invoices #5 and #6 to Thompson Waterproofing in the amount of \$35,346.40 for masonry and envelope repairs.*

Aye: Breslawski, Cole, Peck, Duskin

**By Roll Call Vote Approved.**

Meeting adjourned at 8:31 pm.

Minutes respectfully submitted by Sara Gooding.