

Name of Committee: Runkle School Building Committee

Meeting Date: 18 August 2010 Time: 8:30 a.m. Meeting Location: Town Hall  
Selectmen's Conference Room, 6<sup>th</sup> Floor

Runkle School Renovations Building Committee

Nancy Daly			
Helen Charlupski	x	Bob Vogel	
Glenn Cunha	x		
Kenneth Kaplan	x	Anthony Guigli	x
Vanessa Beauchaine	x	Charles Simmons	
William Lupini	x	Raymond Masak	
Sean Cronin	x	Jennifer Fischer-Mueller	
Michael Shepard		Gregg Schroeder	x
Peter Rowe		Bob Bell	

Public Present: Harvey and Ariella Finkel, abutters, Amy Hummel, parent.

Topic: Liquidated Damages

T. Guigli presented a copy of an email dated 17 August which estimated the costs of damages to the Town in the event of a delay solely attributable to the contractor beyond the date of Substantial Completion. After some discussion, it was agreed that prior to August 1, 2012, Liquidated Damages would be "actual costs" of added design fees. Subsequent to that date, the damages would be "actual costs" plus \$2K per day in costs to the Town related to delay of move date.

Topic: 90% Cost Estimate – Progress Update

G. Schroeder presented a summary of their 90% CD estimate. The initial 90% estimate was over the line item budget for the general bid amount by approximately \$372K. Further revisions brought that down by about \$200K. These numbers do not reflect the fact that at 60% CDs the estimate was about \$350K below the budget number. The A. M. Fogarty number is about \$800K below the budget number for GC bid and there is a concern that perhaps something was missed in their estimate. The OPM and architect will be working with both estimators to reconcile differences in the coming days. At this time Design Partnership of Cambridge is not recommending a Value Engineering effort be considered by the Town.

G. Schroeder went on to list some of the items that contributed to "scope creep" including the following; acoustic roof screens bigger based on recommendations from the acoustic engineer, re-roofing scope increased to include about 3K sf over the multi-purpose room, which also results in added steel (this increase should make the add alternate for roofing smaller), structural foundation issues, slab removal trenching, electrical increased number of outlets and other devices and a new fire protection main.

Topic: Furniture layouts

T. Guigli noted that the architect was required by contract to provide a furniture layout at the Design Development stage of their work, which they did provide. He asked G. Schroeder if that plan is still current and workable with the progress of drawings and the changes that have been made along the way. He also asked whether the current movable library shelving that is being used at Old Lincoln School can all be used again in the current plan and that it is sized for the volume of books. G. Schroeder indicated that the furniture plans are still current and usable and that the library design is properly configured to accept the shelving when it is moved back to Runkle and that it is sized to hold the existing volume of library books.

Topic: Site Design Issues

G. Schroeder indicated that a meeting was held with Mr. Sean Cronin, Tony Guigli and Mr. Peter Ditto in which the timing and scope of the street improvements was discussed and agreed upon. This is key because the building plans include a parking space at the front of the building for a handicap drop-off van. This will require a curb cut and other improvements at this location and on other adjacent streets that will be needed to be complete when the building re-opens in the summer of 2012.

To facilitate this and also the install of the play equipment, the building plans will call for the site work to be phased so that it will all be complete by April 1, 2012 with the exception of the loading dock area, the basketball court and the drive from Clinton Road. These areas will be required to be complete at the Substantial Completion date of the building work. In the referenced meeting, P. Ditto had indicated the scope and timing would be acceptable to the Engineering Department in terms of their improvements to the public ways surrounding the site.

G. Schroeder indicated the back-charge for gas service will be published in the bid documents as will the back-charge for electrical service, once it is provided by NSTAR.

Topic: Interior Signage

G. Schroeder showed the group a sample of the signage, for size, color and shape.

Topic: Hazardous Materials

G. Schroeder discussed the results of the PCB testing of caulking and how the issue will be addressed in the contract documents. The assumption is that none exists in the 1988 wing as PCBs were not used in caulking after 1978. For the exterior of the building to remain, the contract documents will state that all caulking contains both PCBs and asbestos and will all have to be removed and disposed of properly. In the interior of the building to remain, all caulk will be assumed to contain PCBs with a defined quantity in the bid documents for proper removal and disposal. There will be a unit price for quantities that differ. T. Guigli noted this will be very difficult to monitor.

Topic: MA-CHPS Application/MTC Grant Work update

G. Schroeder indicated that the CEC (which is managing the MTC Grant work) has approved the design submission with comments. The MA-CHPS application is progressing, there are some things needed from both the Town and design team. T. Guigli to follow up on Town items.

Topic: Observation of neighbors basements for water

G. Schroeder acknowledged that the civil engineer offered to visit neighbors homes on Dean Road to observe their basements for signs of water. The design team recommends this happens in the fall during normally wet seasons.

Topic: Schedule

G. Schroeder noted some key dates in the near term schedule as follows: Central Register notice 8/17, ad appears and issue docs to bidders 8/25, open filed sub-bids 9/23 GC bids open 10/7. Construction start 11/17.

The next meeting of the Runkle Building Committee is 8 October 2010 at 8:30 a.m.

Respectfully submitted,

Tony Guigli  
Project Director