

Name of Committee: Runkle School Building Committee

Meeting Date: 19 November 2010 Time: 8:30 a.m. Meeting Location: Town Hall Room 111

Attendees indicated by x

Runkle School Renovations Building Committee

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

Others Present: Russell Hoogasian, Project Representative

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

Topic: Approval of Meeting Minutes

Meeting Minutes of 15 October 2010 unanimously approved.

Topic: On-site Project Representative

T. Guigli introduced Mr. Russell Hoogasian, recently hired as the Runkle School Renovations on-site Project Representative. He stated that Mr. Hoogasian has been reviewing the contract documents in detail and engaged in other project related duties. Russ has been introduced to a number of neighbors and will attempt to meet others in the coming days.

Topic: Community and parent update

After some discussion, it was agreed that after the contractor submits his site utilization and project management plans, a letter would be sent to neighbors containing pertinent information. The School Department will notify parents, as needed.

Topic: General Bids

T. Guigli indicated that the apparent low bidder, CTA Construction, requested their bid be withdrawn owing to a "bona fide clerical error". The architect reviewed said letter and recommended acceptance of their request. The next low bidder was then G&R Construction, Inc, of Quincy. Architect and OPM did reference checks, including a visit to DCAM by OPM and Building Commissioner to check the file on G&R. For the most part, they received high marks. One project in Middleboro the OPM noted some issues

with paperwork, incomplete submittals and slow in providing credit change order to the Owner. But even in this case, the score of the reviewer was 82 out of 100. Ultimately, Architect recommended award of the contract to G&R. Contract executed on 9 November 2010, Notice to Proceed issued 10 November 2010.

Topic: Added PCB Testing

T. Guigli presented a copy of a proposed contract amendment between the Town of Brookline and Design Partnership of Cambridge (DPC) for added PCB testing, EPA plan and associated work in the amount of \$15,000.

G. Schroeder stated that testing of caulking had been done prior to bidding of the project and a number of locations contained PCBs higher than 50 ppm, which is the EPA threshold for action. He further stated this is common in buildings built in the 1940s through 1978, as the addition of PCBs kept the caulking pliable longer, delaying drying out. He also stated that the EPA is continuing to develop its approach to how Owners must deal with the issue and that as recently as this summer they have stepped up their involvement.

As a result DPC is requesting the Town consider a contract amendment in the amount of \$15,000 so that their consultant CDW conduct additional testing on masonry adjacent to caulking that has been shown to contain PCBs, air testing for PCBs in the building and development and submission of an EPA plan for abatement.

If the adjacent masonry contains PCBs to a level higher than 50 ppm, the Town may be required to removed and legally dispose of the material or alternatively, if approved, may employ encapsulation. Encapsulation will be less expensive, but will require a maintenance plan. T. Guigli noted that changes such as these would most likely be a change order. He had asked DPC for the worst case scenario in terms of cost. Their estimate is that 1,000 linear feet of masonry would be affected. If it has be cut out, disposed of and replaced, their estimate of cost is \$25K. T. Guigli believes that estimate is low, under the scenario described, he believes the cost would most likely be \$75-\$100K.

The contract amendment will be presented to the Building Commission, School Committee and Board of Selectmen for approval in December.

Topic: Proposed Budget Reallocation

T. Guigli distributed a draft of the proposed Runkle budget reallocation. While it has been shared with the School Department and Town Administration (Selectman's Office), he emphasized that it is only a draft at this point. The draft shifts money from the "Construction Costs Subtotal" to increases in "Material Testing", FF&E (including technology), and contingencies and creates a line item for "Traffic Calming".

He emphasized that any budget reallocation needs to be reviewed with the MSBA and approved by them. In addition, approval is needed from the Building Commission, School Committee and BOS.

S. Cronin stated the need to prioritize the reallocation of monies because the total amount of project costs to be reimbursed by the MSBA is expected to be less than the amount committed before bids were received.

Topic: Groundbreaking Ceremony

Groundbreaking ceremony to be held on 13 December 2010 at 8:30 a.m. at Runkle School

The next meeting of the Runkle Building Committee is 20 December 2010 at 8:30 a.m. in Room 111, Town Hall.

Respectfully submitted,

Tony Guigli
Project Director