

**Permanent Building Committee  
Minutes of February 13, 2013**

**Present for the Building Committee was:** Chairman Ellis Neofotistos, Phil Thibault, Doug Dooley, Michael McNamara and Paul Jussaume (5:10p). Also present was Dennis E. Piendak, Town Manager and Samantha Carver recording secretary. The meeting was held at the Historic Society Building at 1660 Lakeview Avenue, Dracut, MA.

Absent: Harvey Gagnon

**Dracut High School Project**

Present from Collaborative Partners: Michael Carroll, Kris Stephenson  
Present from Mount Vernon Group: Jorge Figueiredo, Matt Schweitzer  
Present from the School Department: Andy Graham

The Chairman opened the meeting at 4:35 p.m.

**Gym SOG Update**

The Contractor returned an updated submittal to MVG for review and approval. It was also reviewed by Souza True. The Design Team reviewed approved and confirmed the repair on the SOG. It was also noted in an email dated February 13, 2013 from Todd Blake of Souza True that “provided that the contractor completes the repairs as indicated in submittal 033000-010-R2, the final structural affidavit will not be issued with any exclusions due to the non-conforming slab haunches.”

Mr. Schweitzer also noted on the submittal from CTA that the warranty will be reviewed and confirmed by the Owner. Mr Carroll noted that the warranty noted in the submittal was consistent with the PBC request.

A question was asked about the moisture mitigation and Mr. Figueiredo and Mr. Carroll explained the mitigation to the Committee using Koester Products and how it is a two part system. In addition, prior to the installation of the moisture mitigation there could be a need for some leveling, which is typically done with a combination of grinding and Ardex or a similar product.

Mr. Neofotistos questioned the submittal from CTA and asked what the bubbled comments were. Mr. Schweitzer stated those comments are from the Design Team.

Mr. McNamara questioned the crack repair stated in Item 1 on the submittal by CTA as it states “A final determination will be made by CTA, our subcontractors and the appropriate manufacturer’s representatives.” Mr. Carroll, Mr. Figueiredo and Mr. Schweitzer all responded to this question. The answer being that it will depend on what material is going to be put down in order to repair the crack in certain locations so that it adheres as to whom approves it but that the Town has final approval.

Mr. Neofotistos stated that he sees the solution for the haunches but is there anything for the floor? Mr. Figueiredo pointed out the back up paperwork diagrams showing haunch resolution, and survey slab areas to be replaced.

Mr. Neofotistos asked about how many linear feet are the haunches. Mr. Carroll stated there is a good amount of haunches and estimated that the total length of haunches was probably around 1½ times the length+width of the building.

### **Website Photos**

Mr. Carroll reported that at the request of Cindy Curtis from the School Department she was looking for updated photos to put on the School's website of the construction progress. Mr. Carroll has included a set of photos in the packets for the Committee and as discussed early on in the project all published material on the project would be approved by this Committee before going up on the website.

The Committee was fine with posting any of these pictures however it was suggested by Mr. McNamara to have a caption added under each photo so that a person not familiar with the project would know what they were looking at. Mr. Carroll noted that this would be done.

Mr. Neofotistos asked if Mr. Carroll how the Contractor was doing on time? Mr. Carroll noted that he is still working to finalize the baseline schedule with the contractor and has not been able to receive a proper update to be able to properly confirm the schedule. That said Mr. Carroll stated that he did feel that the contractor was behind, but not so far that it could not be made up in the time between now and the August turnover date.

### **Invoices**

The Committee reviewed invoices from Collaborative Partners and Mount Vernon Group for the month of January 2013.

Mr. Neofotistos noted that 50% of the money for Collaborative Partners has been paid out and there is 20 months to go on the project. Mr. Carroll stated that although this invoice seems a little heavy, they are right on schedule with their cash flow projection.

Mr. McNamara asked Mr. Carroll if the snow we received on Friday has hampered the construction. Mr. Carroll stated that it was a little slow on Friday however the contractors were back in full force on Monday.

Mr. Thibault made a motion to authorize for payment Invoice 10960-39 from Collaborative Partners in the amount of \$61,311.25 for services through January 2013 for the High School Project. Mr. McNamara seconded the motion. The motion carried unanimously.

Mr. McNamara made a motion to authorize for payment Invoice 02010.03-47 from Mount Vernon Group as recommended by Collaborative Partners for the month of January 2013 for the High School Project. Mr. Dooley seconded the motion. The motion carried unanimously.

Mr. Carroll stated that on CTA's Requisition there was a problem with the paperwork they received from CTA. Mr. Figueiredo stated that the Committee could do one of two things, they could approve an amount contingent upon receiving the paperwork or approve the lesser amount they show where they've taken the items out of the requisition that they do not have the backup paperwork for.

Mr. Carroll stated this paperwork issue has to do with stored materials and verification and paperwork of the same. The Committee asked which figure they are being presented with. Mr. Carroll stated the lesser figure without the items in question is on the current page, but that he did also have copies of the breakdown with the stored materials included.

Mr. Dooley made a motion to approve for payment \$2,240,422 to CTA Construction for Requisition #5 as recommended by Collaborative Partners. Mr. Thibault seconded the motion. The motion carried unanimously.

#### **Update Culinary Arts Area**

Mr. Carroll reported that the packet for the MSBA regarding the Culinary Arts changes will be going in the mail Thursday.

#### **Owner FFE Update**

Mr. Carroll reported that there are no changes to the furniture since last reported. The technology meeting that was going to take place last Friday is moved to Thursday of this week.

#### **CO/PCO Review**

Mr. Carroll has attached a copy of the CO/PCO log for the Committee. He has been informed that the MSBA has their own form that they would like the Town to use so he will be using the MSBA's form going forward. Mr. McNamara asked Mr. Carroll if the MSBA has concerns on the PCO's? Mr. Carroll responded no the MSBA is just concerned with the actual change orders generated.

Mr. Thibault asked Mr. Carroll about the courtyard variance. Mr. Carroll reiterated that they had received the variance on the courtyard and they can eliminate the gates and just add signs directing to the other ramp.

Mr. Carroll noted that there are two change orders that are ready one is for PCO (Proposed Change Order) #3 Egress Door Changes (Phase I) and PCO #4 Steel Modification at gym stairs which is a fair value at \$1,236.

Mr. Neofotistos asked Mr. Carroll his thoughts on why the Contractor is behind schedule. Mr. Carroll stated that some of the reason is related to the septic tank removal and the slab on grade, but that this does not explain all of the schedule concerns.. The weather has been as good or better than you would typically expect, and therefore would not be a significant impact.

### **MVG Extra Reimbursable Services**

Mr. Carroll stated that on the survey a little more work needs to be done but they need to wait for the weather to improve.

Stormwater prevention plan – Mr. Carroll asked the Committee if they had any further questions on the storm water extra reimbursable services. Mr. Piendak asked about Marshall/Gary's involvement if any on this service. Mr. Schweitzer stated that this service was provided by Nitsch Engineering and they are contracted with MVG and that Marshall/Gary had no involvement on this issue. The Contract states \$15,500 of which \$6,000 has already been billed.

The Committee questioned this proposed figure of \$15,500 and wanted to know the exact figure that it cost. There was a discussion as to Phase I being \$6,000 and Phase II being 9,500.

There were still some questions on the actual amount in the contract versus the proposal so the Committee held off on any action on this item.

### **Carpenters Union RFI**

Mr. Carroll reported that the Carpenter's Union is looking at eleven different items that they would like to view and/or have copies of. Mr. Carroll in talking with others in his office has found that five of these items may not be public record. He currently has a call into the Town's Legal Counsel to get a determination on the items for release.

### **Ongoing Items**

CP and MVG are continuing to review the baseline and schedule update from CTA they are pushing the contractor on this item.

Phase II Egress Review – they are working out this issue for the change order paperwork.

Jeanne D'Arc – There was nothing further on this item.

Next Meeting – The next meeting for the High School project will be February 27, 2013 and Mr. Carroll hopes to have the PCO/CO updates.

Mr. McNamara reported that Mr. Graham gave a comprehensive report update to the School Committee on the construction project and wanted to commend Mr. Graham on a job well done.

**Town Hall Project**

Mr. Piendak reported to the Committee that they had received a call from Jon Lemieux who had spoken with Phil O'Brien regarding the cost estimate. Mr. O'Brien did not have the update he was waiting for from the cost estimator and therefore could not report further to the Committee.

Mr. Lemieux had his cost estimator review the cost estimate and found \$1 million dollars that could be possibly be adjusted or looked at more closely in the cost estimate.

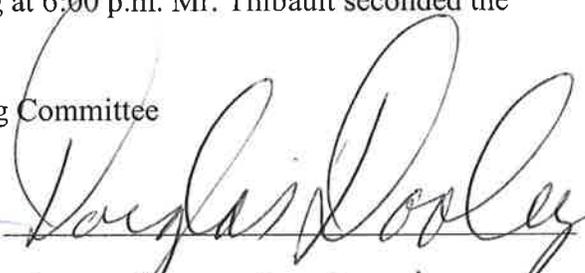
Mr. Piendak also reported that Mark Hamel, the Town Engineer looked at the impervious areas of the project to try and determine the percentage of change. He has outlined his findings in a chart and diagram which the Committee will receive at next meeting. It appears that the existing and proposed areas are about the same.

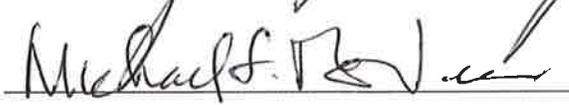
**Adjournment**

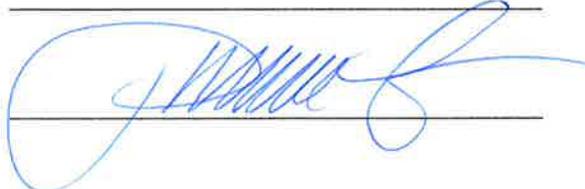
Mr. Jussaume made a motion to adjourn the meeting at 6:00 p.m. Mr. Thibault seconded the motion. The motion carried unanimously.

Permanent Building Committee

  
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\_\_\_\_\_ Absent: Harvey Gagnon \_\_\_\_\_

**Permanent Building Committee  
Minutes of February 6, 2013**

**Present for the Building Committee were:** Chairman Ellis Neofotistos, Harvey Gagnon, Phil Thibault, Doug Dooley, and Michael McNamara. Also present was Dennis E. Piendak, Town Manager and Samantha Carver recording secretary. The meeting was held at the Historic Society Building at 1660 Lakeview Avenue, Dracut, MA.

Absent: Paul Jussaume

**Dracut High School Project**

Present from Collaborative Partners: Paul Kalous, Joe Naughton, Michael Carroll  
Present from Mount Vernon Group: Frank Tedesco, Jorge Figueiredo, Matt Schweitzer  
Present from CTA Construction: Lyle Coghlin, Paul Duross, Erik Swenson  
Present from the School Department: Andy Graham

The Chairman opened the meeting at 4:35 p.m.

**Town Hall Project**

The Committee reviewed materials on the Town Hall Project prior to the High School Project. Mr. Piendak explained that Town Engineer Mark Hamel found a Feasibility Study for Essex, MA showing probable estimate of project costs at \$258 per square foot construction costs for municipal buildings.

**Test Holes – Lower Parking Area**

The Committee reviewed a Soil Suitability Assessment report for onsite sewage disposal relative to the Town Hall project. This information was derived from test holes that dug at the lower parking lot at Town Hall on Friday, February 1, 2013.

Mr. Neofotistos discussed the water run off from the current buildings and whether some of this issue would be mitigated when the buildings come down. They will have less or stay pretty close to the same runoff due to less pavement area and less roof area. Mr. Neofotistos discussed that maybe there is a cost savings here in the new design. Mr. Neofotistos also mentioned the cement stairway from the lower parking lot up to the Town Hall building. He stated that these stairs are in good shape and are fairly new and why don't we try to save them. This will be a cost savings as well.

**Minutes**

The Committee reviewed a revised draft of the minutes of January 9, 2013. Mr. Carroll has now added his edits to these minutes and the secretary is looking for the Committee to incorporate these edits into the minutes which were previously approved. M. Dooley made a motion to rescind the approval of the minutes of January 9, 2013 at the January 16, 2013 meeting. Mr. Thibault seconded the motion. The motion carried unanimously.

Mr. Dooley made a motion to approve the revised minutes of January 9, 2013 as discussed. Mr. Thibault seconded the motion. The motion carried unanimously.

## **High School Project**

### **Gym - Slab on Grade (SOG) Update**

Mr. Lyle Coghlin was present from CTA to discuss the slab on grade pour. He stated that the haunches were too shallow showing an average depth of 10 to 10 & ½ inches which is not ideal because they should have been 12". Mr. Coghlin stated they have presented a logical solution for this issue and are waiting on feedback. The solution is to add bond beams on the masonry walls. The other issue is that the slab thickness has some concerns particularly in one area in the north west corner near the janitor's closet. It is supposed to be a minimum of 4" thick and was found to be as shallow as 2 1/2" in places. In the area where the concrete is shallow CTA noted that they will actually remove the concrete and replace it, including adjusting the AVB & Insulation as well as dowelling into the adjacent concrete.

Mr. Neofotistos asked about the thickness and questioned whether there is a strength issue?

Mr. Coghlin stated he doesn't believe there is a strength issue the strength of the concrete measured 4,000 psi and above. Mr. Carroll reported based on test results that there was one area of concern in the south east section of the building where one core that broke at 3,300 psi.

Mr. Coghlin referred to destructive testing at 75% targeted design strength and Mr. Carroll noted the OPM's concern, but deferred to the Design Team to confirm if this was acceptable.

Mr. Tedesco stated that he has spoken with the Structural Engineer and the main concern is cracking not strength. He stated they're not talking about a strength issue they're talking about settling cracks. He stated that all slabs crack and that they are concerned with the load being put on these areas where thickness is an issue. Mr. Tedesco suggested to Mr. Coghlin that maybe they could offer an extended warranty on this issue so that the Town would feel more comfortable with the suggested solution for repair. Mr. Tedesco suggested a three year warranty. Mr. Coghlin would like some time to digest the warranty issue.

Mr. Dooley asked what was being put over the slab as far as flooring? Mr. Carroll and Mr. Graham's response was there was a variety, but the majority was either VCT or linoleum. Mr. Dooley stated if it were carpet you'd never see the cracks but with other materials you will see it and with tile it telegraphs through.

Mr. Carroll stated after discussions with the STP it was his understanding that STP believes that the majority of the cracking would occur within a short time after the load is placed on it. Mr. Carroll believes this to be a reasonable conclusion. There was a question from the PBC on the slab thickness of 4" and if there is concern that there may be more areas that are insufficient. Mr.

Carroll reported there was a concern when we received the original 4 cores taken by PSI, but since that time, that CTA did six additional testing holes and got a minimum reading of 4" thickness in all of those areas so he feels more comfortable with this solution.

Mr. Dooley stated that obviously the pour probably shouldn't have happened in the rain and the sub-grade should have been checked.

Mr. Coghlin stated they tested the center of all bays on the slab. Mr. Coghlin stated the readings they were getting on the haunches were from 9 5/8" to 11 1/2". The design calls for 12" haunches. A copy of the results done by CTA was shown to the Committee and a copy will be made part of the record.

Mr. Thibault asked if the steel was set in the proper locations when the floor was poured. Mr. Carroll responded they have reports from PSI that verify that the reinforcing steel was correct as well as a number of photographs to document this. Mr. Tedesco mentioned the haunches had wire mesh near the tops of the haunches and 2 rebars running in the lower part of the haunch for reinforcing. This was confirmed by PSI, MVG & CP before the pour and on the day of the pour.

Mr. Neofotistos asked how big the area is that is going to be removed. Mr. Carroll stated it should be somewhere between 20' x 20' to 30' x 30' or about a maximum of 1000 square feet. Mr. Coghlin stated however that they will focus on where the low test areas are and work outward from there. Mr. Neofotistos asked if the floor overall was level. Mr. Carroll responded for the most part it is level, but that there would be a little bit of localized leveling that needs to be done. Mr. Coghlin noted that CTA did verify that the shallow area was not due to a levelness issue and Mr. Carroll agreed. There was a discussion as to when the haunches were dug out that some of the material may have fallen back in and that is why the discrepancy on the amount of concrete in the haunches.

There was a discussion on the compaction of the floor and it was at 95% as required and some places were as much as 98%. Overall they are very happy with the compaction.

Mr. Tedesco asked how many in total cores were done on the slab areas. Mr. Carroll reported that there were eight areas done by CTA and 4 areas done by PSI. The only area that showed less than 4" was the area in the northwest corner of the building in the area of the janitor's closet and this is the area they are focusing on. Mr. Coghlin stated that the less they remove the better. You want to have a monolithic slab. Mr. Thibault asked how the new connection will be made? The answer given was drill and epoxy rebar into the existing slab and to tie in the new air vapor barrier and insulation into the existing at the edges. Everyone will review the connection to get as many eyes on it as possible. There was a discussion on the design to be drawn for the repair. Mr. Tedesco stated that CTA should provide the design and the Design Team would review and approve the submitted design.

Mr. Piendak had several concerns about protecting the Town. He asked how we protect ourselves with a warranty if say CTA were to go out of business, he also asked how do we prevent this type of thing happening in the future.

Mr. Tedesco stated we could make them replace the whole slab if it was deemed that it would fail however we are trying to be reasonable and work together with the Contractor to come up with a reasonably solution. Mr. Tedesco stated that CTA has been very cooperative and they try to make their judgments based on what's best for the project.

Mr. Piendak questioned whether they would get a clean affidavit from the Structural Engineer at the end of the project or if there would be an exclusion or exception on the certificate?

Mr. Carroll stated this issue has been discussed and they talked about putting in a "Substitution Request". Mr. Figueiredo stated this is not a substitution. He stated a substitution is when the request comes in before the work is actually done this cannot be categorized as that.

Mr. Carroll asked the Committee if they were comfortable with him getting a list of the things agreed to for the repair from the Contractor and the warranty issue can be worked out and agreed on for them to be able to vote on giving the Contractor the okay to proceed.

Mr. Neofotistos stated that they should get a submittal from CTA to MVG which would then be either accepted or denied before moving forward. Mr. Figueiredo stated they have received a submittal which is to cut out the area that is showing less than 4" and install bond beams in the haunches and fix any cracks as they appear. The submittal does not currently include any extension of the warranty or notation on crack repair. It was noted that a two course bond beam which follows spec in the rest of the job will be noted on the plans.

A recap of the discussion was as follows: that the warranty needed to be worked out, that the Structural Engineer certificate would need to be discussed as to whether there would be an exception on the certificate at final inspection; that the extent of the repairs to the haunches needed to be identified. The concern is that generally after the walls are up which adds a weight load the cracks then appear. If the floor is compacted properly this should alleviate some of the cracks.

Mr. Graham stated that from what he saw the surface was properly prepared, he saw the compaction and was satisfied with the solution for the repair. Mr. Graham felt that time was of the essence to keep the program moving.

Mr. Naughton stated that he is concerned about the bond beams but feels with 95% compaction and making sure to minimize cracks appearing at the doorways, he would be okay with the repair.

There was a discussion as to whether the MSBA needed to be notified on this issue. Mr. Naughton stated this would not be a change order so he doesn't believe the MSBA would have a concern. The MSBA is more concerned with program changes.

Mr. Kalous talked about this issue being an aesthetic element on a structural aspect which may be a concern for the Structural Engineer. Mr. Piendak wanted to be assured that the code would be adhered to on this repair issue. Mr. Tedesco stated that there is no code issue here. The insulation and vapor barrier will be replaced in this area and the cores will be sealed.

Mr. Carroll stated that they will work out the details of the mitigation such as the warranty and crack repair. He stated that they could go around once the walls are up and highlight where the cracks appear and have them repaired and leave the flooring off as long as possible without affecting the schedule.

There was a discussion on allowing the warranty period to extend until the end of the job which would be at the end of Phase II in August 2015 for any crack repairs including all associated work to correct any crack. If all pieces of the repair are acceptable to all parties, Mr. Carroll was looking to the Committee to allow the Contractor to move forward if they felt comfortable with the proposed solution.

The Committee would like the whole package of testing and pictures for the record. Mr. Neofotistos asked the Committee their consensus on the issue and whether they want to allow the Contractor to move forward. Mr. Dooley, Mr. McNamara, Mr. Thibault and Mr. Gagnon were satisfied with the solution. Mr. Neofotistos had concerns and wanted the paperwork in place before allowing the Contractor to move forward. Mr. Neofotistos stated to Mr. Coghlin that CTA is already behind on the paperwork with the schedule and change orders.

Mr. Dooley made a motion to allow the Contractor CTA to continue with the proposed solution as discussed relative to the slab on grade issue. This solution included cutting out the slab area that was less than the required 4", installation of a double bond beam at the bottom of all masonry walls in this area, CTA will submit stamped engineered drawings on all fixes for the design team to approve, CTA will submit confirmation of crack repairs to be performed prior to the flooring being installed, CTA will provide localized leveling as needed, CTA will delay the flooring installation as much as is reasonable without impacting the schedule to allow for the maximum time for cracks to be verified and repaired, CTA will agree to extend the warranty on this area of the gym slab on grade until 1 year after the completion of Phase 2 (August 2015) and the design team will be providing a clean affidavit for the project. Mr. McNamara seconded the motion. The motion passed four in favor one opposed.

### **Culinary Arts**

Mr. Carroll updated the Committee on the progress of the plan for the change to the Culinary Arts Program.

Mr. Cuevas made one notation on the plan and the cover letter by Superintendent Stone is completed. Mr. Carroll stated that Collaborative Partners will add their transmittal cover to the packet. Mr. Carroll also will provide to the MSBA memorandums from back in June 2011 where this change was discussed with the MSBA.

There was a discussion as to the changes in the culinary arts program being made on the construction documents to not interfere with the progress of the project. After counting back from when the beginning of Phase II will begin and this change will need to be made, it was determined that the plans need to be started by March 18, 2013 to get to all necessary parties before construction of this area takes place. It was discussed also that MVG needs to get a proposal to the PBC on this change to the plans. MVG noted they would provide this proposal at the next PBC meeting.

There was a discussion on the credit that will be due on the project due to this change. There will be add/delete credits that will need to be looked at very closely according to Mr. Tedesco to make sure the Town receives the proper credits for this deleted work. Mr. Tedesco noted there may be makeup air changes that will result in a credit as well.

#### **FFE Update**

The furniture section is proceeding without issues. A meeting with 3Si was scheduled for February 8, 2013 however pending the snowstorm may be postponed. Regarding the equipment review, it was discussed that the equipment delivery should wait until the completion of Phase 2 to take all new equipment. The School Department needs to confirm if this plan would be acceptable. Due to the moving that will be taking place with furniture and equipment between phases it will be less to move. This issue is relative to moveable materials not technology or furniture.

#### **CO/PCO Review**

Mr. Carroll provided the Committee a Change Order log which he is keeping internally to track the change orders or potential change orders being discussed so that the Committee is aware of them.

The Committee discussed CCD #4 regarding the slab cut to the science classrooms for technology feed through the center of the floor.

Mr. Piendak stated that Mr. Carroll had presented CCD #4 to him for signature being that it was less than \$10,000. Mr. Piendak recalled the Committee making a motion relative to CCD's under \$10,000 being okay for signature by the Town Manager per the Committee and wanted to reconfirm that with the Committee.

Mr. Carroll stated there was a discussion and motion relative to this issue along with approving time sensitive or safety issue CCD's that they too be approved by the Town Manager and ratified at the next Committee meeting.

The Committee stated that they were under the impression that the Contractor would take care of CCD #4 as part of the Town being in agreement for the solution on the slab on grade. Mr. Carroll stated that he believes that the cost of this CCD will actually be less than the \$4,000 stated the actual cost is based on time and materials. He believes the cost should be closer to \$2,000.

Mr. Dooley made a motion to approve CCD #4. Mr. McNamara seconded the motion. The motion carried unanimously.

The Committee discussed and reviewed the Change Order Log by Mr. Carroll. Mr. Tedesco stated that we should not encourage PCO's and just keep the actuals that we think are going to become a change order. Mr. Tedesco thought by keeping this type of log available to the contractor and subcontractors it's almost a reminder of things they thought of and may want to turn into a change order down the road.

#### **MVG Extra Reimbursable Services/Add Service Request**

Mr. Carroll noted that there were still 2 open Extra Reimbursable services from MVG, first was the Storm water Pollution Prevention plan and second was the Survey. Mr. Carroll noted that he believed that MVG had answered all questions on the first item and if there were no other questions from the PBC that he would bring a copy of it to the next meeting and request a vote on it. The members agreed to review this item before the next PBC meeting. Mr. Carroll then noted that MVG has some additional survey work that will need to be performed, but that the cold weather was preventing this from being completed at this time.

Mr. Neofotistos stated the last time we discussed this we had left it back in Mr. Tedesco's court. Mr. Tedesco reiterated the benefits of keeping Mr. Matt Schweitzer on site as opposed to him coming out to the site a couple of times a week. He mentioned ongoing site preparation by contract review of the intent of the documents; interactions with the subcontractors which is a benefit by keeping things moving forward by answering questions as they go with no wait time; full time status which helps turn around time on questions and issues that arise.

Mr. Tedesco stated that by having a full-time architect on site he helps in keeping the change orders to a minimum because it allows Mr. Schweitzer to foresee things on the job to try to prevent change orders coming to fruition. Mr. Tedesco also mentioned the last time they discussed this item he was willing to cut the fee by 20%.

Mr. Neofotistos asked if he's already had a full-time person on construction job sites on other projects why didn't he plan for it in his contract with Dracut?

Mr. Tedesco stated that he was concerned at the time when the bids came in when they were over budget and then was over whelmed as they worked feverishly to reconfigure the project and he just didn't have the time due to all the other things going on. He stated that at this point there seems to be room in the budget to ask for it at this time.

Mr. Piendak asked Mr. Tedesco how the Town would pay for these extra services. Mr. Tedesco stated that they could be paid for them out of the Owner's Contingency.

Mr. Kalous stated that the Architect's fee was at the cap allowed by the MSBA for reimbursement and this extra service would be totally funded by the Town with no reimbursement. Mr. Carroll stated that the Architect's fee is approximately \$1,500 over the budget allowed currently by the MSBA. Mr. Piendak asked if the owner's contingency would be needed for something else. Mr. Kalous stated the owner's contingency can be used for architect's fees, soft costs, and technology. Mr. Carroll stated the amount budgeted for FF & E is capped based on an amount per student of \$1100. It was noted that technology is under funded as of this point and that any overruns from technology would need to come from this budget.

Mr. Piendak stated that after reviewing the request for additional services to keep Mr. Schweitzer on full-time at the site he thought it was worth two days. Mr. Tedesco stated that in an effort to compromise he was willing to state four days instead of five and felt his presence on the site is worth more than two days. Mr. Tedesco requested to meet further with Mr. Piendak and Mr. Neofotistos on this issue.

### **Carpenter's Union RFI**

Mr. Carroll stated on behalf of the Town he has responded back to the Carpenter's Union regarding their request for information. Mr. Falvey has since written back refuting the charges for copies. Mr. Piendak suggested Mr. Carroll reach out to Town Counsel and have him review the request by Mr. Steve Falvey of the Carpenters Union.

### **Ongoing Items**

Collaborative Partners and Mount Vernon Group are reviewing the baseline and schedule update. The initial comments were returned to CTA last week. A meeting was held today with CTA on their schedule.

Phase 2 Egress Review is being conducted.

Jeanne D'Arc Credit Union – Mr. Graham stated he will call School's Counsel on the agreement with Jeanne D'Arc.

### **Next Meeting**

Mr. Carroll stated that at the next meeting he will have MVG's invoice, CP's Invoice and a Requisition from CTA. They hope to have a schedule update from the Contractor as well.

The meeting on February 13, 2013 will begin at 5:30 p.m. for the High School Project and 4:30 p.m. for the Town Hall Project.

Mr. Graham discussed a potential change order regarding the windows on the catwalk not having a matching color as the existing. Mr. Carroll explained that there are standard colors and custom colors. They are working on a solution to try and get a custom color at the standard price.

**Invoice**

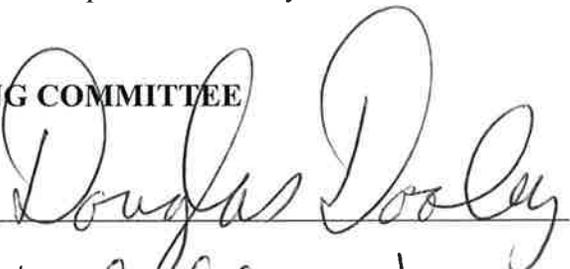
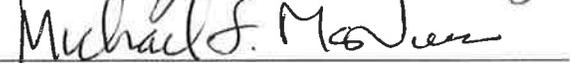
The Committee reviewed three invoices from Sherburne Lumber as recommended for payment by Mr. Graham and Mr. Carroll.

Mr. Thibault made a motion to approve Invoices 24938, 24967, 24968 from Sherburne Bldg. Materials for hallway partition materials in the total amount of \$439.93 for the High School Project as recommended by Mr. Carroll. Mr. Dooley seconded the motion. The motion carried unanimously.

Mr. Thibault made a motion to adjourn the meeting at 7:45 p.m. Mr. Dooley seconded the motion. The motion carried unanimously.

**PERMANENT BUILDING COMMITTEE**

  
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Absent: Paul Jussaume \_\_\_\_\_

**Permanent Building Committee  
Minutes of January 23, 2013**

**Present for the Building Committee were:** Chairman Ellis Neofotistos, Harvey Gagnon, Phil Thibault, Doug Dooley, Michael McNamara and Paul Jussaume. Also present was Dennis E. Piendak, Town Manager and Samantha Carver recording secretary. The meeting was held at the Historic Society Building at 1660 Lakeview Avenue, Dracut, MA.

**Dracut High School Project**

Present from Collaborative Partners: Paul Kalous, Michael Carroll, Kris Stephenson

Present from Mount Vernon Group: Matt Schweitzer

Present from the School Department: Andy Graham

The Chairman opened the meeting at 4:35 p.m. Mr. Carroll was present and provided the Committee with the agenda.

**Gym Slab on Grade Update**

Mr. Carroll stated that they have received the testing results of the concrete that was poured on December 18, 2012. This report is the concrete strength and thickness at 34 days. An email by Todd Blake of Souza True dated January 22, 2013 discussed the findings. In the findings it was learned that the minimum compressive strength is 3330 psi and overall the strengths of the cores varied widely from a low of 3300 psi to a high of 4270 psi. The design called for a minimum of 4000 psi when tested at 28 days. The email goes on to discuss where compressive strength is adequate no additional work is required if the slab/thickened slab has the correct thickness per the construction documents, however in cases where the slab does not have the correct thickness the slab is not in conformance with the contract drawings and the potential for additional cracking in these areas has increased. The packet contained a daily field report from PSI testing. The Committee reviewed the summary report which showed the core identification, thickness, location and reference core report of each area.

There was substantial conversation amongst the participants as to the results of this concrete testing report. Mr. Carroll reported that he has put CTA on notice as a result of this report and is asking for corrective action as soon as possible. The haunches do not meet the 12" thickness and at least one other area of the slab does not have the required four inch thickness.

A question by the Committee was asked whether the sub-grade was checked before the pour. The subgrade was checked and was well compacted. What could not be confirmed was if the elevations of the subgrade were correct before the insulation and vapor barrier went down.

Mr. Piendak reported that Mr. Tedesco phoned him and stated that he is willing to come out with his structural engineer to discuss this issue in two weeks.

Mr. Schweitzer reported that after a conversation he had on the concrete with Terry from CTA he held off the masons from continuing wall work in this area due to the strength report not being adequate.

Mr. Neofotistos asked Mr. Carroll if the Contractor gets back to the Town by next Wednesday are we ready to make a decision. Mr. Carroll stated that if the decision by the Contractor is to remove all the concrete and replace it then he feels that he could give the okay and have them continue however if the solution is less than that, the structural engineer would have to review and comment and then a decision would have to be made by the Committee.

Mr. Piendak asked if the MSBA would have to be notified of this issue? Mr. Carroll stated that they have already been notified and the Building Inspector will be notified.

The Committee discussed the pour on the second floor and it was noted that there were no water issues with that pour, but there was a few issues such as foot prints in finish of the concrete and a structural fix that will be required in one location.

Mr. Carroll reported that the construction meeting this afternoon at the site became a bit heated with CTA becoming defensive on their decision to go forward and do the concrete pour back in December when it was raining and the conditions were not ideal.

Mr. Schweitzer had to leave the meeting at 5:00 p.m.

The Committee asked Mr. Carroll what he thought the time frame would be if the Contractor has to remove all the concrete and replace it. Mr. Carroll reported that they are probably looking at a three to four week time frame from the date they start the demolition.

Committee Member Jussaume arrived at the meeting at 5:14 p.m.

### **Update on change from Culinary Arts to Special Education**

Mr. Carroll reported that the Superintendent's narrative for the MSBA/DESE will be received this week. Once Al Cuevas at Mount Vernon gets the narrative, he can color code the documents that will be sent to the MSBA. Mr. Carroll is told it is about a half day's worth the work to do the plans. There was a discussion on this issue being more an educational curriculum issue which does not involve the PBC and they may not have to present this plan before the PBC before sending it in. Mr. Neofotistos asked the Committee their consensus and instructed Mr. Carroll that they can just send the plan to the MSBA/DESE without coming back before the Committee.

Mr. Carroll stated that at the recent meeting with the MSBA on the changes, the MSBA stated they were not aware of these changes being made however in the Committee's packet Mr. Carroll notes that emails detailing the change back on June 15, 2011 from Joe Miele to Chris Alles at the MSBA discussing the change on the schematic design plans and the initial acceptance by the MSBA. This email was follow up to a meeting held on June 13, 2011 to discuss a memo sent to the MSBA to discuss these changes.

### **Phase I Sub-phase Review**

Mr. Carroll stated that the Contractor, Superintendent and the Principal have been trying to come to a reasonable compromise to the schedule change whereas the Contractor would like to take over more classrooms under Phase I including the band room area during the April Vacation period. Mr. Graham stated that it was learned today however that if they take over this area, now or when the contract notes, that the contractor noted that they may not have a portion of the existing upper C Wing ready for September 2013. Once this was learned the staff was less likely to go along with this change to the phase. From an academic review, Mr. Graham and Mr. Manley cannot feasibly see this change happening so they will keep with the original contract documents phasing.

### **Owner FFE Update**

Mr. Carroll stated that the furniture section is proceeding with the current plan. Ken Moge has sent a list of needs to 3Si and clarified the misunderstanding of what they had been looking for from the previous meeting regarding narratives. 3Si had requested a narrative relative to items not currently intended to be within their scope or work that may affect the project. This included the possibility of moving the servers that are currently housed in the Superintendent's building to the high school and they were looking for details on how many and what size area they were looking for to accomplish this.

Mr. Graham discussed with the Committee concerns from the Department Heads and staff at the High School relative to items that have been taken out of the project due to the re-bid. Mr. Graham stated that he is being constantly stopped in the hallway and asked if certain items are going to be in the new building. He stated this may lead to change orders down the road and was just informing the Committee. One of the examples he cited was the gym where the Athletic Director is requesting to have three scoreboards but the design was finalized with only one being provided. Mr. Graham noted that any items brought up by department heads would be vetted out by Mr. Manley and Mr. Graham and then Mr. Stone prior to them getting to the PBC for discussion.

Mr. Neofotistos questioned whether the meetings back during the design phase with Adolfo Cuevas whether these items were asked for and not given or never asked for and being thought of now. Mr. Graham noted that these questions appear to be a combination of items that may or may not have been reviewed and that the review by Mr. Graham, Manley & Stone would be taking that into consideration before bringing any requests to the PBC. The discussion on the FFE budget was there is \$1.3 million budgeted but they may go over this figure with items that were taken out of the project, and that anything over the MSBA allowable number could be allowed in the project, but would not be reimbursable.

There was a brief discussion on the robotics program and whether Mr. Jussaume could assist them in planning for that because currently Dracut does not have anyone in that position to go over the needs for this area. Mr. Jussaume stated he could help.

### **CTA Schedule**

Mr. Carroll reported that he and MVG were in the process of reviewing the baseline and schedule update presented by CTA this week. Mr. Carroll stated that a couple of items on the schedule that he has been able to review concern him but he has not completed the whole review. One item he cited was the classroom roof is on the schedule to be completed 12/27/2012 and it is being started now during the week of 1/21/2013.

The Committee questioned whether this new development on the concrete pour results would hinder bringing UTS on in place of PSI and asked Mr. Carroll about switching testing companies. Mr. Carroll stated that if additional core testing is needed the Contractor would hire their own independent testing company to do the tests to prove to the Town that the concrete is fine. UTS is ready to go on this project whenever we call them.

A question was asked relative to the frozen temperatures currently and if it is suggested that the haunches get dug out how that would be handled. Mr. Carroll stated the Contractor is responsible for heating the area if this is to occur.

### **Invoices**

Mr. Carroll stated that CTA's requisition has been reviewed and they have cut the general conditions by 25%, due to the lack of a schedule update. Part of the cost for the CCDs related to the tank issue and the egress doors is included in this requisition. In reviewing the chart attached to the cover sheet by Mr. Carroll regarding Application No. 4, the Committee would like to see the additional information on the budget breakdown and asked if Mr. Carroll could supply more information on the chart he has provided. The requisition for CTA is \$1,866,134. Mr. Carroll noted going forward that he would work to provide more information on the summary sheet.

Mr. Gagnon made a motion to pay Invoice No. 4 for CTA Construction in the amount of \$1,866,134 for services through December 31, 2012 for the High School Project as recommended by Collaborative Partners. Mr. Thibault seconded the motion. The motion carried unanimously.

### **Budget Review**

In general there is an approved budget as noted on the approved 3011 form. This form is currently being updated by the MSBA to reflect the actual construction costs based on the

contract value with CTA and the schedule of values provided by CTA. The values noted on this form will be able to be reviewed by the PBC before the district agrees to any adjustments by the MSBA.

When we talk about the 62.50% MSBA reimbursement that is only on the reimbursable portion of the project costs, these costs are defined on this 3011 form and there are number of items that are not reimbursable. A few examples of non-reimbursable costs are any sitework over 8% of the project budget, any hazardous/asbestos remediation, the weight room and architect services over 10% of the budget.

As we move forward, this fact needs to be kept in mind, so if change orders are required, then they will be submitted to the MSBA, but any changes may not be approved by the MSBA as reimbursable expenses. This would mean that any changes approved may be 100% town of Dracut costs. In addition, any costs over the MSBA allowable amounts for owner FFE, furniture, equipment and technology would more than likely be approved within the project, but not as reimbursable expenses. Therefore, any costs over the allowable amounts would be 100% town funded.

The Committee reviewed the Budget Revision Request #1 after discussion with Mr. Carroll. Mr. Thibault made a motion to authorize submittal of Budget Revision Request #1 as prepared by Mr. Carroll. Mr. Dooley seconded the motion. The motion carried unanimously.

### **Cash Flow Review**

The Committee reviewed the cash flow spreadsheet and chart dated 12/31/2012 with Mr. Carroll. Mr. Carroll noted that overall we are in reasonably good shape, but slightly behind. The majority of the difference was in the last month, which could lead back to the schedule questions discussed earlier.

### **MVG Add Service Request**

There was no update or discussion on this item except that there are two add service requests still outstanding: the storm water and the survey.

### **Next Meeting**

The Committee discussed the next meeting with Mr. Carroll and stated that if he needs to come into the next meeting on January 30, 2013 the Committee could put him on the end of their agenda at 7:00 p.m. after their public informational meeting on the Town Hall Project. If not, the next meeting on the High School will be scheduled for February 13, 2013.

**Architect Proposal for Additional On-Site Service**

The Committee discussed this item briefly with Mr. Carroll. Mr. Carroll reiterated that having Mr. Schweitzer on site is a benefit and noted the ultimate decision consideration is what the value of that benefit is? Mr. Carroll noted that Mr. Schweitzer is currently onsite and does do work that would be classified as part of the base scope of work, but also does other work that would be outside the base scope. Ultimately the cost submitted by MVG was for an onsite rep for 5 days/week every week. Mr. Carroll noted that this was more than he would think was reasonable and that a more reasonable proposal would take into consideration that Mr. Schweitzer is currently working on some contract work. To that end Mr. Carroll noted that he would expect MVG to review the workload currently being performed and update the proposal to somewhere between 1-4 days per week. Mr. Carroll noted that he believes 2 days a week would be reasonable, but that he would probably find somewhere between 2-3 days per week reasonable.

**Minutes**

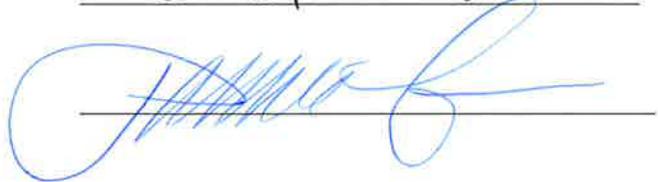
Mr. Thibault made a motion to approve the minutes of January 16, 2013 as presented. Mr. Gagnon seconded the motion. The motion carried unanimously.

**Adjourn**

Mr. Jussaume made a motion to adjourn the meeting at 7:16 p.m. Mr. McNamara seconded the motion. The motion carried unanimously.

**Community Preservation Committee**

  
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