

**Permanent Building Committee  
Minutes of September 11, 2013**

**Present for the Building Committee was:** Chairman Ellis Neofotistos, Harvey Gagnon, Phil Thibault, Doug Dooley, Paul Jussaume 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.

The Chairman called the meeting to order at 4:40 p.m.

**High School Project**

Present from MVG: Matt Schweitzer

Present from CP: Mike Carroll, Kris Stephenson

Present from DPS: Andy Graham

**Minutes**

The Committee reviewed the minutes of July 31, 2013. Mr. McNamara made a motion to approve the minutes of July 31, 2013 as presented. Mr. Gagnon seconded the motion. The motion carried unanimously.

Before Mr. Carroll began the discussion on the agenda the Committee asked about the status of the footings in the court yard discussed at the last walk through of the project. Mr. Schweitzer reported that he will be going over that with Marshall Gary when he comes out to the site on Friday.

Mr. Carroll stated that the Committee was provided with a list of five Civil Engineers qualified to do the peer review that the Committee is requesting. The Committee discussed the firms. Mr. Thibault was familiar with Hancock Associates and stated they have done a lot of work in Town. Mr. Neofotistos stated he has been told that the packet for review is ready at MVG and they need to decide on a firm to do the peer review. There was a discussion on what exactly the peer review would cover. Mr. Thibault made a motion to obtain pricing for a scope of work from all five Civil Engineering firms to review the ball field and infiltration design portion of the plans and respond within two weeks. Mr. Gagnon seconded the motion. The motion carried unanimously.

**Update on the Contractor**

Mr. Stephenson updated the Committee on the progress of the Contractor. The Contractor is progressing on the punch list. Mr. Schweitzer is working with the Subcontractor's after 2:00 p.m. on the punch lists. The exterior of the building punch list items are being reviewed with Bill Peters.

Mr. Carroll stated that hardware has been an issue throughout and Mr. Graham has been reporting where hardware is missing in the areas. The Contractor is on notice that sign in is required for Subcontractors going into building for punch list items after hours, and that this sign

in sheet is located in the OPM Trailer. Mr. Stephenson provided a copy of pictures on the Phase 2 construction progress for the record.

Mr. Carroll reported that he is reviewing the August requisition with CTA.

Mr. Carroll stated Kris Stephenson has been coordinating training with Andy Graham, and that the majority of the day on Friday of this week will have training.

Mr. Neofotistos asked if the system is not all installed because some of it is in a different phase are the training sessions going to be broken up? Mr. Carroll stated there is a limit specified on the training and that they are keeping in mind there is a second phase to this project. He is trying to notify everyone about the training to minimize retraining on the same item, and that they are also trying to video tape as much as possible. Mr. Carroll noted that some systems such as the HVAC system will require some training in Phase I and some in Phase II.

### Open Items

- **Water Staining along roof edge** – Mr. Schweitzer reported they have had their consultant out to the site to review and Mr. Carroll stated they also had a member of the CP team, with roofing experience out. The initial conclusion is that a complete seal was not accomplished when the material was laid and the snap fascia installed. A remedy is to heat weld the membrane strip, remove and reinstall the snap fascia. (An illustration was included in the packet) Before anything is done they will need to review the details with Sarnafil, the Roofing supplier/manufacturer to make sure it the remedy does not interfere with the warranty.

Mr. Neofotistos asked who pays for this corrective action. Mr. Carroll and Mr. Schweitzer stated this would need to be reviewed. Mr. Carroll's initial thought was the Roofing Contractor.

Mr. Neofotistos asked when they would have an answer and didn't want this to fall through the cracks. Mr. Carroll stated once they get the Manufacturer out here they will be able to get a determination. He will keep it on the agenda ongoing items and that it is on the contractor meeting agenda and will not be removed until a resolution is finalized.

- **Water at Snack Shack & Football Field** – Mr. Carroll reported that the contractor was directed to cut into the water line to lower a portion out of the way of the new drainage. It is believed this may be where the issue is occurring and is where the contractor cannot get a passing chlorinated test. They believe there may be something in the line. The Committee asked who was responsible for all of these additional tests. Mr. Carroll stated the Town is only responsible for the first chlorination, and it is up to the contractor to get it to pass so all other are owned by the Contractor, unless it is determined that these issues were generated by the town.
- **Irrigation on Football field** – as a result of not having this line pass they have not been able to irrigate the football field and it is really starting to show. The field has not been watered for five weeks. Mr. Neofotistos asked if they could not get the problem corrected is there a temporary solution so they can get the field watered. Mr. Carroll stated it did

not look promising due to the pipe. The PBC felt there was something in the pipe from the description of the problem and that a camera should be put into the pipe. Mr. Carroll stated that the Dracut Water District has kind of taken over the issue because they have tested the water and the water is fine. They will be putting a camera into the pipe to try and determine what is in there.

- **Boiler Gas Pressure** – Mr. Carroll reported that they have had an issue with the gas boiler pressure. The boiler notes that it was designed for a 12 to 18” pressure, but the design team specified that the street pressure would be 8”. Collaborative Partners has requested a letter from the manufacturer on the design that the boiler, will still be efficient, and why is it marked the way it currently is. In the mean time they are trying to balance the system with the proper pressure.
- **ATC for Phase I – Temperature Controls** – they have been having an issue with the controls on the system this has been ongoing for five months and they have crossed it off the requisition because they have not had a resolution. Air is flowing however they are having an issue with the controls. The system has been tested and balanced.

### **Site Wall in Court Yard**

It was reported that Marshall Gary will be out to review this wall this Friday. Mr. Graham stated this wall is beyond repair and would like to see it rebuilt. There was a discussion on veneer with real stone or concrete wall with form liners. Mr. Carroll stated re-pointing is owned in the contract however it needs more than that. Mr. Carroll went on to state that he did not want to have too many options out there for the design team/ contractor to review and requests a minimal number of options be considered. The Committee would like to see it rebuilt by reusing the stone which can be cleaned, if this is not possible the second option would be to install a concrete wall that would be able to be faced with nature stone in the 4” size range. The PBC suggests not going so high where a railing is required keep the look it has now. Mr. Schweitzer noted that the wall/rail issue would have to be reviewed for code requirements.

### **Lead Paint**

Mr. Carroll stated that the Contractor has a concern with lead paint in the old section of the school. Mr. Carroll stated the contract is very clear on lead paint and it is assumed all paint is lead paint and this question has been answered before.

### **Tegular Ceiling Tiles vs Flat Tiles**

Mr. Carroll stated that there is a question on the ceiling tiles in the science wing and suggests that the PBC members review this area during the next site walk before making any decisions.

### **FF&E/School Related Items**

Mr. Carroll stated that the school team agreed to hold off on ordering of all equipment until phase 2. The result of this was that the new gym did not have new poles to be used this year. It is our understanding that the old poles are not currently an option. Mr. Carroll provided a quote

obtained by the School Department from All Sports Promotions for a cost of \$2,637. Mr. Graham stated they use this vendor all the time.

Mr. McNamara made a motion to accept the quote from All Sports in the amount of \$2,637 for Volleyball poles. Mr. Gagnon seconded the motion. The motion carried unanimously.

Mr. Carroll presented a quote from WB Mason on the Exacto Powerhouse Pencil Sharpeners with a price of \$2,479. This is down from the \$6,000 from the other quote received.

Mr. Gagnon made a motion to accept the quote for the Exacto Pwerhouse Pencil Sharpeners at a cost of \$2,479 as presented. Mr. Thibault seconded the motion. The motion carried unanimously.

Mr. Carroll discussed some hiccups they've encountered with the phone system and legs missing from some stools. Alison is working on the punch list items on the furniture fixtures.

Mr. Carroll stated invoices from Robert Lord Co. will be presented next week. Mr. Carroll stated that the 3Si people will be conducting some training. Mr. Carroll noted that he has no issues on the CO/PCO log to go over however there is an updated log included in the packet.

Mr. Neofotistos asked about the construction contingency and how much we've gone into that.

Mr. Carroll brought two RFI's to the attention of the Committee, RFI332 is a clogged drain in the boiler room and there seems to be some sort of obstruction in it. It may be concrete. RFI336 grout walls, the existing gym end walls need to be grouted.

The Committee suggested getting a camera into the drain to see what's in the drain clogging it. The discussion from the PBC was that they should move forward with the grouting.

Mr. Gagnon made a motion to authorize RFI332 and RFI 336 as described to be incorporated into CCDs. Mr. Jussaume seconded the motion. The motion carried unanimously.

### **Key Machine**

Mr. Graham is looking to purchase a new key machine for the magnitude of keys for the new building. Currently their key machine is not working properly and it is over ten years old. Mr. Graham stated having a key machine on site is beneficial due to the amount of keys they have to keep track of.

Mr. Thibault made a motion to request a P.R. for a keying machine for specs to be determined. Mr. Jussaume seconded the motion. The motion carried unanimously.

### **Add Security Key Pad at Gym Entry**

There was a discussion on adding a security key pad at the gym entry. Currently you have to enter the building and walk through offices to turn the security key pad off. This was an oversight on Mr. Graham's part with the design of the building.

Mr. Thibault made a motion to approve a CCD for a security keypad at the gym entrance. Mr. Dooley seconded the motion. The motion carried unanimously.

### **Invoices**

Mr. Carroll stated that he would have Collaborative Partners invoice at the next meeting.

The Committee reviewed the invoice from Mount Vernon Group. Mr. Gagnon made a motion to pay invoices 65, 66, 67 from Mount Vernon Group in the amount of \$82,955.00 as recommended by Collaborative Partners. Mr. Thibault seconded the motion. The motion carried unanimously.

Mr. Thibault made a motion to pay an invoice for October storage rental from MGM Realty in the amount of \$1,005.00 as recommended by Mr. Graham and Collaborative Partners. Mr. Dooley seconded the motion. The motion carried unanimously.

Mr. Carroll presented an invoice from Dracut School Department for daily and OT for cleaning of the new high school. The Committee discussed the invoices presented. The Committee asked if moving costs are reimbursable. Mr. Carroll reported that they were not however they have moved money within the budget to be able to cover moving costs. The Committee noted also that the numbers are all round figures and questioned Mr. Graham about this. It was determined that he needs to put the actual rate of pay. This will be corrected.

Mr. Gagnon made a motion to pay moving/cleaning personnel costs to the Dracut School Department in an amount not to exceed \$16,500 on the High School Project. Mr. Jussaume seconded the motion. The motion carried unanimously.

Mr. Carroll stated that the August requisition from CTA was presented late and is currently being reviewed.

**Lowell Regional Wastewater** – Mr. Carroll reported that he received an email from Evan Walsh after their walk through of the project September 3<sup>rd</sup>. Mr. Carroll will follow up with the design and facilities teams to provide answers to the email.

### **Reservation of Rights Language**

Mr. Carroll reported that there will be a meeting with Lyle Coghlin on the reservation of rights language at the September 25, 2013 meeting. Town's Counsel will be invited to participate and hopefully all parties can come to a conclusion.

Bill Peters reviewed the contract documents for reservation of rights language and noted two points in his email dated September 10, 2013 at Section 15.1.5.1 and 15.1.5.3.

### **Miscellaneous Items**

**Rodents**

Dracut Board of Health had received a complaint from the condominiums next door to the High School Project regarding rodents. The Contractor took care of getting an exterminator and setting traps. It was reported that one rodent was found by the dumpsters at the condominiums.

**TV Studio Area**

The contract documents called for carpet in this room. It is preferred to have VCT installed in this area instead for static control and smooth rolling of camera carts. If the carpet has not already been ordered it is preferred to have VCT installed. Mr. Carroll/Mr. Schweitzer will look into this.

Email from Mark Pimental – Mr. Carroll will reach out to Mr. Pimental on his email dated August 29, 2013.

**DFD & DPD Repeaters** – still trying to acquire pricing.

Building Value – There was an inquiry from the Town’s Insurance Carrier for a re-build value of what the building would be worth. No one was able to answer this question and it was noted that usually an insurance company will send out a commercial appraiser to make that determination.

**Ongoing Items**

The Phase II egress review is completed and will be taken off the agenda.

Next Meeting – for the High School Project will be September 25, 2013 at 4:30 p.m.

**Adjourn**

Mr. Jussaume made a motion to adjourn the meeting at 7:15 p.m. Mr. Thibault seconded the motion. The motion carried unanimously.

**PERMANENT BUILDING COMMITTEE**

Three handwritten signatures in blue ink are written over horizontal lines. The signatures are: Harvey J. Gagnon, Douglas Dooly, and Paul Jussaume.