

**Permanent Building Committee
Minutes of February 04, 2015**

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

Mr. Neofotistos opened the meeting at 4:40 p.m.

Monahan Park Restroom Project

Present for this project: Mark Hamel, Town Engineer

Mr. Hamel stated that at the last meeting he brought the plans and specifications for the project. At this meeting he is looking to go over deadline dates for the bid process. They are looking to issue a Notice to Proceed in mid-May.

Mr. Neofotistos noted that the address of the project should read 467 Pleasant Street, not Arlington Street. The dates discussed were as follows;

Have Plans and Specs ready by and have Town Counsel review: 3/2/2015
Advertise in the Central Register: 3/24/2015 for ad to run 04/01/2015, Advertise in Lowell Sun 4/2/2015; 2nd Ad for Central Register: 04/08/2015
Pre-Bid Meeting for filed sub-bidders & general bidders: 04/16/2015
Open filed Sub-bids (Plumbing/Electrical): 4/23/2015
Open General bids: 04/30/2015
Review and award: Review by the PBC: 05/6/2015
Notice to Proceed: 05/18/2015
Substantial completion: 08/16/2015

There was a brief discussion on keeping liquidated damages in the spec. The duration of the project would be 90 days.

Invoice

Watermark Invoice #06 - \$6,297.00

Mr. Neofotistos noted there doesn't seem to be anything in the contract for construction oversight and would the Town need to go back for more money to extend this contract?

Mr. Dooley made a motion to approve Watermark's invoice #6 in the amount of \$6,297.00. Mr. Thibault seconded the motion. The motion carried unanimously.

Town Hall Project

Present for this project: James Boudreau, Vertex

Construction Update

Entry Doors

Mr. Boudreau stated they have received a preliminary submittal for the doors by CTA and Johnson Roberts Associates has answered their questions. A delivery date is being requested of CTA for the doors. The doors have a ten to twelve week lead once they are ordered.

Payment Bond Claim – Mr. Boudreau stated they have received a letter from Agretech Corp. of Notice of Claim against CTA's Bond. This has also been forwarded to Town Counsel. Mr. Boudreau asked the Committee if he should reach out to Agretech to gather further information. The Committee suggested he wait until they have their executive session next week with Town Counsel and they can discuss this letter.

PCO 31- Mr. Boudreau reported that Mr. Lemieux has reached out to Lyle Coghlin but has not heard anything back. Mr. Boudreau stated they will try to have an update for next week.

ADA Sidewalk Compliance

Mr. Boudreau reported that the Building Inspector has reached out to the Accessibility Access Board who claim that a curb cut is required. The Building Inspector was advised to write a letter to them with the complaint however if he does that he is essentially making a complaint against the Town. There was a discussion about error and omissions on the Architect. Mr. Boudreau stated that CTA built the area to the specifications on the plans. He also explained that if these curb cuts get put in there is a light pole in the way that would have to be moved adding to the cost of this change.

Mr. Neofotistos would like to have an executive session next week with Attorney Hall and Vertex to discuss these two items: handicapped curb cuts and the claim letter against CTA's bond. The meeting will be 2/11/2015 at 4:30 p.m. at Town Hall 2nd floor conference room.

Pencil Requisition #18

The Committee reviewed the pencil requisition from CTA. Mr. Boudreau stated that at the last meeting the Committee wanted the retainage changed back to the 5% to hold enough money on this project with the items not completed. After a brief discussion and explanation of the figures on the requisition a motion was made.

Mr. Gagnon made a motion to approve Requisition #18 from CTA in the amount of \$207,490 for work completed through 12/31/2014. Mr. Thibault seconded the motion. The motion carried with three in favor and two opposed. Mr. Neofotistos and Mr. Dooley were opposed.

High School Project

Present from Hill International: Steve Broadhead, Kris Stephenson
Present from Mount Vernon Group: Bill Peters
Present from the School Department: Andy Graham

Construction Update

Mr. Peters of Mount Vernon Group stated the punchlist is in good shape. The HVAC is being tracked separately because there are continuing issues. Mr. Neofotistos asked about when the warranty starts on the HVAC. The response was when the Owner has beneficial use of the building which the Town has. The Committee was not in agreement with this because the HVAC has never been right and they continue to experience issues.

Hill reported that they are having mostly door issues within the school with hardware issues. The doors are out of plumb and the casements and hinges have issues. Mr. Graham is very, very frustrated with the lack of response from CTA and is not confident in Jarod Smith resolving the issues. CTA just blames the subcontractors. The HVAC system is not working properly and hasn't since the beginning. The computer that controls the HVAC system has failed and now CTA is stating they are not going to replace it with a new one. They had taken the old computer apart and blew it out with air.

The Committee was told the warranty has started on the HVAC system and the Committee questioned how this can start when it hasn't worked properly from the beginning. Mr. Broadhead stated when you have substantial benefit of the use of the building the warranty begins. MVG stated that the system has not been commissioned. Mr. Graham reported that the #2 and #17 units have not been working. Amanti states they need to clear the roof of snow before they'll go up there. Mr. Graham stated he took pictures of the units being accessible on the day Amanti stated they couldn't get to the units.

Mr. Dooley was upset that these issues are continuing and felt that Hill International was not doing enough to get them corrected. He stated that a significant amount of money needs to be held on the Contractor in order to get them to correct these issues. Mr. Graham stated that Mr. Smith is not the man they need to get these items done for closeout.

The Committee directed Hill International to inform CTA that they are requiring the Contractor to be at the PBC Meetings going forward to discuss these issues.

Mr. Gagnon made a motion that Hill International be directed to send a notice to CTA requiring that either Paul DuRoss or Lyle Coghlin attend the Permanent Building Committee meetings going forward to close out the project. Mr. Thibault seconded the motion. The motion carried unanimously.

Crawl Space Excavation

Mr. Broadhead discussed the next item in the packet being CTA's response to the crawl space excavation PCO97 Protest Work. CTA has essentially concluded they are entitled to 90-95% of the cost for this work after their detailed summary. There was a discussion that CTA did not review the drawings initially to make the assumptions that should have been made for this work they are now making in their letter in response to the crawl space excavation. MVG is looking at it for a response.

CCD 175 Library Projector

This is for the library projector design work. Mr. Broadhead stated that 90% is off the shelf however there is some wires and outlets that will need to be added. The projector will need to be ordered and it will take four to six weeks to come in.

The cost estimate for this item is \$15,000 to \$25,000.

Mr. McNamara made a motion to authorize the issuance of CCD175. Mr. Thibault seconded the motion. The motion carried unanimously.

C.O. 205 – MVG CO Accounting

Mr. Stephenson explained that this is an accounting mechanism to correct the figures to correlate with the MSBA forms. Rather than changing all of the numbers on the change orders they are creating C.O. 205 as an accounting mechanism. The Committee reviewed the backup provided.

Mr. Thibault made a motion to approve C.O. 205 as an accounting credit (\$3,144.49) with no net change to the contract construction costs. Mr. McNamara seconded the motion. The motion carried unanimously.

Change Order Approval

Change Orders 206 – 235 – these were previously approved as PCO's by the Committee.

Mr. McNamara made a motion to approve C.O. 206-235 as presented. Mr. Dooley seconded the motion. The motion carried unanimously.

MVG Determination – Marmoleum Warranty

After reviewing the issue on the marmoleum it was learned that the product has no separate warranty attached so it defaults to CTA's one year warranty.

PCO Review

PCO 115 – C.O. 236 – Re-Insulate Heat Pipe in Corridor E100 - \$1,599.66

Mr. Thibault made a motion to approve C.O. 236 as recommended. Mr. Gagnon seconded the motion. The motion carried unanimously.

PCO 151 – C.O. 237 – Additional Expansion Joint Cover in D119 (Language Lab) - \$898.21

Mr. McNamara made a motion to approve C.O. 237 as recommended. Mr. Jussaume seconded the motion. The motion carried unanimously.

PCO 281 – C.O. 238 – Crawl Space Excavation near Mechanical Units - \$10,728.15 (This is a separate piece from the other crawl space issue months after the other issue)

The Committee reviewed the backup with the slips for work performed and materials purchased. The Committee questioned the materials purchased for this work should have been turned over to the Town. Mr. Graham also questioned the cleaning of the floor as noted in the backup, he does not believe this ever happened.

Mr. McNamara made a motion to hold PCO 281 for a response on the equipment and materials purchased and where they are now. Mr. Gagnon seconded the motion. The motion carried unanimously.

PCO 291 – C.O. 238 – Concrete Steps @ E118 per Town Officials - \$2,462.15

Mr. McNamara made a motion to approve C.O. 238 as recommended. Mr. Jussaume seconded the motion. The motion carried unanimously.

PCO 333 C.O. 239 – Duct Tie Down - \$13,081.48 (This work has not yet been done)

The Committee questioned the overtime charges on this proposal. Mr. Broadhead stated they would need to do this work not during school break and not during school hours. It also notes that it should not be done while snow is on the roof.

Mr. McNamara made a motion to authorize C.O. 239 as recommended. Mr. Thibault seconded the motion. For discussion Mr. Neofotistos asked Mr. Peters to ask MVG how much money they would like to contribute to this change order. The motion carried with five voting in favor one opposed. Mr. Neofotistos was opposed.

Freedom of Information Request

Mr. Broadhead made the Committee aware of a request for information they have received which they are addressing.

HVAC Issues

RDK has been out to the site and has done a report on their findings. Amanti made hand written responses on this report however they have not signed it and issues have not been corrected even though whomever wrote these responses states they were. Mr. Graham stated that he has told them three to four weeks ago about the computer and other issues and nothing has been accomplished. When Amanti was on site they would not go up on the roof.

The Committee wants dates verifying that items were corrected. Mr. Broadhead stated that initially CTA had agreed to replace the computer and now they are backtracking stating they will supply a re-built computer which is unacceptable. The Committee wants Hill International to put this in writing to CTA. Jarod Smith is trying to coordinate a meeting with all parties for next Wednesday on the HVAC and Mr. Broadhead stated the Committee members may want to attend. Mr. Neofotistos asked that when a time is determined to let Samantha know and she will let the members know.

Maintenance Agreement

Mr. Graham stated this company came to him and asked if they could provide him with a maintenance proposal. Mr. Graham is including this proposal received for the Committee's information. Mr. Graham stated that he does not think they should go with Amanti's proposal and that the HVAC maintenance contract should be put out to bid to see what's out there.

Mr. Graham stated he has already purchased two sets of filters for the system at a cost of \$6,000 and his maintenance guys believe they should be changed at least three times a year so it will be a cost of approximately \$9,000 + a year for filters alone.

Ongoing Items

Library Project – already discussed

Lead Paint – PCO 95 – This is still being discussed and MVG is reviewing.

Next Meeting for the High School Project – 02/18/2015

Andy Graham Items

Mr. Graham was asked by Superintendent Stone to make the Committee aware of a request that may be coming if there is money left in the project to purchase ballistic tape for the windows at the school at least on the first floor. Mr. Graham explained that this tape is caulked in and it prevents the windows from shattering if they are hit by a bullet. The cost to do the entire first floor would be upwards of \$30,000.

Heater Coils

Mr. Graham stated that he has gotten a discounted price for the heater coils if they order six all together he can get them for \$600 a piece; if they do the entire amount needed which would be sixty the cost would be \$500 per unit.

Annual Report

The Committee reviewed the annual report and made comments. Mr. Dooley made a motion to accept the annual report as corrected. Mr. Gagnon seconded the motion. The motion carried.

Adjourn

Mr. Jussaume made a motion to adjourn the meeting at 7:48 p.m. Mr. McNamara seconded the motion. The motion carried unanimously.

Permanent Building Committee











