

**Permanent Building Committee  
Minutes of May 15, 2013**

**Present for the Building Committee was:** 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

The Chairman opened the meeting at 4:42 p.m. Mr. Carroll began his update with the Contractor's progress. Mr. Carroll reported they are making excellent progress in the lower C/D wing, the classroom addition and the new gym addition area. The Contractor is showing that they are back on schedule and Mr. Carroll believes they are actually could be ahead of schedule. Mr. Carroll noted that on paper the Contractor showed they were behind schedule but in reality he doesn't believe they were really off schedule.

Mr. Carroll reported that they will be retesting the windows on Monday to make sure they are weather tight. They are finishing up installing the mullion on the windows. Mr. Carroll informed the Committee of an issue that was caught by Marty Goulet of CP whereas the Contractor is installing particle board bases on the casework in the classrooms when the specs call for plywood. The Contractor has been put on notice to correct this.

Mr. Carroll reported that the site work is continuing and that most of the drainage is in, including the large detention area. The asphalt has been removed in the student parking area and they are should the full depth construction of the asphalt parking areas soon.

Mr. Carroll discussed the next site visit for the Committee and stated that if they wanted one in two weeks when they have the next meeting Mr. Kalous would be on site and he would not. The Committee discussed the next site visit and determined that next Wednesday at 3:30 p.m. to do the walk through and have the meeting posted for 5:00 p.m.

Mr. Carroll reported that they are still reviewing Schedule Update #6. Mr. Carroll discussed the website photos as well as the logo for the gym floor in the packet for the Committee's review. The Committee was okay with these new updated photos and Mr. Carroll will send them over to Cindy Curtis at the School Department for posting to the website.

Mr. Figueiredo reported that they have come up with a solution to the stairway issue that Mr. Thibault pointed out during the first site walk through. Mr. Neofotistos asked if any covers from the storm water install were going to interfere with the ball field. Mr. Carroll stated no only about half of the storm water lays under the ball field, and there are no covers in the fields.

### **Invoices**

Mr. Carroll provided the Committee with the following invoices for review and approval:

- Collaborative Partners - \$42,658.75

- Mount Vernon Group - \$78,368.00
- CTA Construction - \$2,055,678
- CP DPR-2 - \$474.40
- Storage for Tucard - \$3,000 (March-May) & MGM \$2,010.00 (April-May)

Mr. Thibault made a motion to approve Invoice 10960-42 from Collaborative Partners in the amount of \$42658.75 for services through April 2013 for the High School Project. Mr. Gagnon seconded the motion. Mr. Neofotistos asked if CP was on target with their budget and Mr. Carroll reported within \$1,000. The motion moved to a vote with all voting in favor.

Mr. Gagnon made a motion to approve Invoice #'s: 54, 55, 56 from Mount Vernon Group in the amount of \$78,368.00 for services through April 2013 as recommended by Collaborative Partners. Mr. McNamara seconded the motion. The motion carried unanimously.

Mr. Gagnon made a motion to approve Invoice #8 from CTA Construction in the amount of \$2,055,678.00 for services through April 2013 as recommended by Collaborative Partners. Mr. McNamara seconded the motion. The motion carried unanimously.

Mr. Carroll stated that the next item, CP DPR-2, is the reimbursement request for Collaborative Partners work associated with the Freedom of Information Act for copies requested from the Carpenter's Union, the Mason's Union and Electrical Union totaling \$474.40. He stated he should be receiving the last check from the Electrician's Union tomorrow and that they could make a motion contingent upon receiving this check.

Mr. Thibault made a motion to approve the reimbursement subject to receiving the check from Collaborative Partners for the copies from the Mason's Union based upon the recommendation of Collaborative Partners. Mr. Dooley seconded the motion. The motion carried unanimously.

Mr. Gagnon made a motion to approve the March, April and May invoices in the amount of \$3,000 from Tucard LLC for storage for the High School Project as recommended by Mr. Graham. Mr. Thibault seconded the motion. The motion carried unanimously.

Mr. Gagnon made a motion to approve the April Invoice for \$1,005 and May invoice for \$1,005 for MGM Realty Trust for storage for the High School Project as recommended by Mr. Graham. Mr. Dooley seconded the motion. The motion carried unanimously.

Mr. Thibault made a motion to approve Invoice #51417 from Universal Testing Service for \$440 for material testing March 26, 28 & April 1,2 2013, as recommended by Collaborative Partners. Mr. McNamara seconded the motion. The motion carried unanimously.

### **Terrazzo Discussion**

Mr. Carroll discussed the terrazzo floor and the current contract is for approximately \$155,000. Mr. Carroll showed the Committee 3 samples of the terrazzo showing different variations of marble chips, glass, and mother of pearl etcetera in them. He showed and explained the design layout for the lobby area of the school and Mr. Graham added that this is the show piece of the school and it should look nice. The discussion was if they chose the sample with all various chips in it there could be an upcharge of as much as \$10,000 to \$12,000 above the contract value. What they would like to do is have complete sets of samples created representing various pricing ranges to allow the team to pick the best option. Four of the members of the Committee were in favor of getting a sample made up for comparison, with the understanding that we will work toward the contract value, but we will be evaluating some samples over the contract value.

### **Update Culinary Arts Area**

Mr. Carroll reported that they had a meeting with Superintendent Stone to refine the requirements for this area. Mr. Piendak stated that this should be reviewed by the Permanent Building Committee. Mr. Carroll asked Mr. Figueiredo if a preliminary plan could be done by next Wednesday for the Committee to review. He stated it could. Mr. Carroll will bring the plan in next Wednesday to be reviewed at Harmony Hall after the site walk through.

### **BRR#2 / CP Amendment #3**

Mr. Carroll reported that the Budget Revision Request #2 has been signed and sent to the MSBA. CP #3 was approved by the PBC last week, upon further investigation CP does not believe that this Amendment is required. CP to review and will confirm if it will be issued. The reason that the amendment may not be required is that the categories were not actually defined in the original amendment it was just a lump sum.

### **CO/PCO Review**

The Committee reviewed and briefly discussed the PCO's for approval. The following PCO's were approved by the Committee:

**006 – Remove Leach D Boxes – CCD#3** – The discussion was a not to exceed figure of \$5,000 for this item on time and material. The total initial cost was \$1,073 and there will be another charge to come on this but the total of both of these PCO's will be under the \$5,000.

Mr. McNamara made a motion to approve PCO006 in the amount of \$1072.93 to remove Leach D Boxes and piping. Mr. Dooley seconded the motion. The motion carried unanimously.

**012R – Accelerated Schedule Reimbursement Associated with CCD#2** – Mr. Carroll stated this is the two weekend the Committee approved as extra time for the Contractor to catch up back November 2012. This work was done on time and material and the slips have been checked.

Mr. Thibault made a motion to approve PCO 012R in the amount of \$10,657.30 for Accelerated Schedule Reimbursement relative to the Tank. Mr. Gagnon seconded the motion. The motion carried unanimously.

**013R – FA Devices in Kitchen/Dining per PR#4** – Mr. Carroll stated that these were not on the plan and is a requirement for this area.

Mr. McNamara made a motion to approve PCO013R in the amount of \$2,599.67 for fire alarm devices in kitchen/dining area as recommended by CP/MVG. Mr. Dooley seconded the motion. The motion carried unanimously.

**020R – Full height door to crawl space per PR#6** – Mr. Carroll stated that they had worked down in this area and when reinstalling the door it made sense to put full size door in this area to be able to put things in this area if necessary.

Mr. Gagnon made a motion to approve PCO013R for full height door in the amount of \$1,506.98 as recommended by CP/MVG. Mr. Dooley seconded the motion. The motion carried unanimously.

**027 – Frame and GWB at Storage** – Mr. Thibault made a motion to approve PCO027 in the amount of 3,808.69 as recommended by CP/MVG. Mr. Dooley seconded the motion. The motion carried unanimously.

**034 – Remove ETR low drain pipe in B0016** – Mr. McNamara made a motion to approve PCO034 in the amount of \$1,800.92 as recommended by CP/MVG. Mr. Gagnon seconded the motion the motion carried unanimously.

Mr. Carroll reported that the gym truss adjustment for the ducts was done at no cost to the Town. Mr. Carroll requested that the PCO's that were approved be put into one Change Order to save on paperwork. Mr. Thibault suggested that the two that are related to the tank be made as one change order and the others put as separate change orders.

Mr. Thibault made a motion to allow PCO 06 & 012 to be put as Change Order #7 and the other four become change orders 8, 9, 10 & 11. Mr. Gagnon seconded the motion. The motion carried with a 4 in favor 1 opposed vote. Mr. Neofotistos voted opposed.

### **Change Orders**

Mr. Carroll stated that he has put in the packet his latest email from CTA regarding Change Order #5. In the email it discussed opening a new proposal PCO #47 to track the time delay claim associated with this scope of work for the tank. CTA would like a letter signed in agreement between the parties to reserve their rights to a delay claim to allow for execution of C.O. #5. Mr. Carroll is recommending the Committee agree to CTA “reserving their rights” to try and bring this Change Order to a close. Mr. Carroll suggested three options for the committee. Option (1) reject this letter, (2) accept the letter and (3) accept the letter with a qualifier. Mr. Carroll noted to the committee, that he has informed Lyle Coghlin of CTA, if there are any added cost or time requested associated with this item, he would have to come to a Committee Meeting and explain the cost/time delay to the Committee. Mr. Carroll suggested that the Committee put a time limit to have this item closed out by so that they can have a deadline to work from.

Mr. McNamara made a motion to accept proposed change order #47 to track the time delay for the tank and reserve the rights of CTA provided there is a conclusion by June 26, 2013 to have a formal Change Order on the cost of this time delay and if nothing is received this change order will be closed out with no additional cost associated. Mr. Gagnon seconded the motion. The motion carried unanimously.

### **MSBA Letter on Change Orders 1-4 Reimbursement**

Mr. Carroll stated they received a letter from the MSBA not allowing for three of the change orders submitted for reimbursement. One of these change orders was expected to be non-reimbursable, but the other two were expected to be reimbursed at least in part by the MSBA. One change order for the elevator penthouse louvers and the other the additional interactive white boards. Mr. Carroll referred to both of these as design oversights, Mr. Figueiredo disagreed with this statement. Mr. Kalous explained that the OPM believes that these issues are related to design oversights, and that is the way it would be presented. Mr. Carroll stated they are going to try and have a meeting with the MSBA to explain the Town’s position to try and get the MSBA to reconsider the reimbursement for these items.

### **Owner Requested Changes**

Mr. Carroll showed the Committee a couple of drawings he had done quickly to show the Committee the request being made by the School Department. The request is to add an office by the cafeteria and add a sliding window between Guidance and the Career Center.

There was a discussion on checking with the Board of Health for the location of the bathroom so many feet from a food service area. There was a discussion that the design change would appear to have a lower construction cost than having two bathrooms and making it a unisex bathroom.

Mr. Dooley made a motion to authorize the design team to devise a cost to change the contract from two bathrooms to one and add an office. Mr. Gagnon seconded the motion. The motion carried unanimously.

Mr. Figueiredo reminded the parties that there could be design costs to draw this plan and that he would review with the MVG consultants to confirm.

The next item was the issue of the Career Center. The way it is designed it was intended to have a faculty member in this room, but the current school plan would not have a faculty member in this room to monitor the students. It was suggested that a window be added to the Guidance office so that staff in the guidance office can monitor the activity in the Career Center. The window would be a sliding, teller type window. There was a discussion on handicap accessibility and whether that has to be taken into account on the design.

Mr. Dooley made a motion to authorize the design of a teller style sliding window between the Guidance Office and the Career Center. Mr. Thibault seconded the motion. The motion carried unanimously. Mr Figueiredo noted this change would not have a design fee.

### **Ongoing Items**

Mr. Carroll reported that the lines have been pulled by Comcast and that is ongoing; The survey is still being worked on with Jorge Figueiredo; Phase 2 Egress Review ongoing, Jeanne D'Arc agreement – ongoing.

### **Minutes**

Mr. Thibault made a motion to approve the minutes of April 17, 2013 as presented. Mr. Dooley seconded the motion. The motion carried unanimously.

Mr. Thibault made a motion to approve the minutes of May 1, 2013 as presented. Mr. Dooley seconded the motion. The motion carried unanimously.

**Adjourn**

Mr. Thibault made a motion to adjourn the meeting at 7:20 p.m. Mr. Dooley seconded the motion. The motion carried unanimously.

**PERMANENT BUILDING COMMITTEE**

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