

**Permanent Building Committee  
Minutes of June 19, 2013**

**Present for the Building Committee was:** Chairman Ellis Neofotistos, Harvey Gagnon, Phil Thibault, Doug Dooley and Paul Jussaume (5:25pm). 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: Michael McNamara

The Chairman called the meeting to order at 4:37 p.m.

**High School Project**

**Present were:** Paul Kalous, CP; Mike Carroll, CP; Joe Naughton, CP; Frank Tedesco, MVG; Matt Schweitzer, MVG; Bill Peters, MVG

Present from the School Department: Andrew Graham

**Open Items**

Mr. Carroll began the update by discussing the flooring moisture mitigation issue as noted in letters from CTA dated June 18, 2013 and Capital Carpet & Flooring dated June 17, 2013.

Mr. Carroll reported on the window sealing details testing A Windows and G Windows. He reported that the A Windows passed both types of tests however the G Windows the sealant was found to be pulling away in areas and the folks performing the tests were not properly equipped to perform the test completely on the G Windows in the gym area. The test for these windows would be rescheduled. They received a "verbal" pass on the type A windows, but will receive a report in writing on the window testing.

The parking lot bituminous concrete base course has been installed. There is 2 ½ to 3" of bituminous concrete base down. They re-used gravel and rock on the site as the sub-base that was put through a grinding machine. This was based on the review and recommendation of the design team.

**Invoices**

Mr. Carroll reported that he did not received the finalized requisition from CTA unit earlier today, and that he did not have enough time to review it and bring it. He will present this requisition to the Committee at next week's meeting.

Mr. Carroll stated that Mr. DiBari of 3Si would be coming to discuss the results of the RFQ's for the FF&E and went on with the next item on the agenda.

**Moving Costs**

Mr. Carroll presented an estimated to the Committee from Sterling North American movers regarding the High School Project. Mr. Graham discussed the difficulty in having to move out of the rest of the school for Phase 2 and only having a day to do it in. He is requesting extra help. Sterling is off of the State Bid list and they pay prevailing wages. This was a quick estimate provided by Scott Reiland of Serling who is willing to come back in and take a more detailed look for a confirmation of the crew size. Mr. Graham stated he may be able to utilize less men and another truck so that while one truck is out bringing stuff to storage, the other truck can be loaded and the men aren't sitting idle.

The cost for the June move with additional crates being requested would be \$13,500. Mr. Carroll stated that the Committee could approve just the June move and wait on other figures.

Mr. Gagnon made a motion to approve a not to exceed figure of \$13,500 for movers for the June move plus three months storage with additional crates as quoted by Sterling North American subject to review and authorization by the Superintendent of Schools. Mr. Dooley seconded the motion. The motion carried with all four members present voting in favor.

### **Owner Requested Changes**

Mr. Carroll asked MVG to confirm that the drawing for addition an office in the cafeteria area and the window between the guidance and career center is in progress. Mr. Schweitzer confirmed that these are in progress. Mr. Carroll noted these drawings need to be completed quickly as phase 2 will be starting in about a week.

Mr. Carroll was approached by Karen Taylor who is head of the Science Wing who had asked him if the faucets in the science wing which was built in 1995 were going to be replaced. Mr. Carroll had checked the drawings and they were not slated to be replaced. After review the faucet conditions with Ms. Taylor it is the recommendation of Mr. Carroll that the Committee consider replacement of the faucets in this area.

Mr. Graham stated that the 1995 addition materials are now currently eighteen years old and believes they should be replaced as well. Mr. Graham was not aware that the faucets were not going to be replaced.

The Committee questioned what type of cost they would be looking at to do these replacements. It was estimated by Mr. Carroll that there are six to eight in each room and there are eight rooms. This would amount to approximately sixty to seventy faucets. The Committee requested a proposal on the cost which should include the installation costs as well. Mr. Carroll will work on getting a cost for the replacement of these faucets and bring it back before the Committee.

Mr. Carroll discussed a request for an acid cabinet in the science wing. Mr. Carroll stated originally they were asking to replace one cabinet in the science wing or add venting to the

cabinets. It was since learned that you should not vent the cabinets because it could cause more issues . There is one cabinet that is rusted out and they just want to add one new acid chemical cabinet. This cabinet was recently removed from the original location to allow for chemical storage to be relocated during the summer construction in the upper science wing. The Committee requested a proposal for the cost of a new cabinet.

### **Owner FF&E Technology**

Mr. Michael DiBari was present from 3Si to discuss the results of the RFQ's received on the Network Equipment, Hosted IP Telephone Services; and A-V Equipment. The results of which were summarized in an email dated June 12, 2013 by Mr. DiBari from 3Si which the Committee received in their agenda packet.

Mr. DiBari explained that it was very difficult to get quotes back. All these companies he will be discussing are on the State Bid List. The phone system being quoted is a voice over IP system.

Mr. Jussaume arrived at the meeting at 5:25 p.m. and was present for this discussion.

Mr. DiBari's summary showed 3Si recommending awarding contracts as follows:

- Network Equipment – Whalley Computer Associates \$864,099
- Hosted IP Phone Services – Valley Communications \$38,324 recurring cost, which is contingent upon the School signing a 60 month contract with DCSI;
- A-V Equipment – Valley Communications - \$184,416.57

Mr. Piendak asked if the Superintendent was aware of the \$3,400 a month charge for this phone system? Mr. Graham stated he would apprise him of it tomorrow morning.

All the lines in the High School will be moving over to this new system except for a few telephone lines for the fax and a hard line in the event of a power outage.

Questions were asked about the phasing of the project to Mr. DiBari regarding the install of this equipment and whether these vendors were aware of the phases? Mr. DiBari stated that every phase was spelled out in the RFQ. Mr. DiBari stated that one of the benefits to voice over IP is that you basically plug the phone into a data drop so lines are not being moved like the old systems and there is no need for additional cabling.

Mr. Graham stated that they have used Valley Communications before and haven't had any issues with them.

Mr. Gagnon made a motion to accept the proposal from Valley Communication in the amount of \$38,324 for a Hosted IP Telephone system for the Dracut High School project as recommended by 3Si and Collaborative Partners. Mr. Dooley seconded the motion. The motion carried with five members voting in favor.

Discussion ensued on the RFQ responses to the Network Equipment. Mr. Carroll noted that there was a couple of rounding errors and the actual figure for Whalley Computer is less than what was in the column. The actual total is \$856,526 versus \$864,099. Mr. Piendak would like to get the actual number after Mr. DiBari talks with the vendor about this calculation error before have the purchase order written up.

Mr. Dooley made a motion to award the Network Equipment contract to Whalley Computer subject to verification of the figures for a not to exceed figure of \$864,099 as recommended by 3SI and Collaborative Partners. Mr. Gagnon seconded the motion. The motion carried with five members in favor.

Discussion ensued on the RFQ for A-V Equipment. Discussion was that the original tablet requested was substituted for a different one allowing for a \$22,680 savings. The software application for this tablet was more compatible and that is why they went with it. Mr. Piendak asked if they could get the \$900 waived for the training seeing that Valley Communication is the low bidder on this as well as the telephone system. Mr. DiBari stated he doubted it because they are two different divisions of the company but he would try.

Mr. Gagnon made a motion to approve \$181,972.57 for Valley Communication for the A-V Equipment for the High School Project as recommended by 3Si and Collaborative Partners. Mr. Jussaume seconded the motion. The motion carried with five in favor.

Mr. Carroll noted that the bids came in \$153,000 under on all three packages combined. He noted that the school department would more than likely be looking at additional items that could be purchased with that savings. Mr Carroll noted that he suggested the School hold off on buying at least a portion of that savings and agreed with the PBC that we should not just spend for spending sake. He discussed a software program that can allow the teacher to monitor what is on the student's computers that might be considered.

### **CO/PCO Review**

Mr. Carroll reported that there are no PCO's to review tonight.

Mr. Carroll presented two change orders #12 & #13. These change orders are actually credits for back charges. One is on the testing costs for the concrete slab, the other is on the testing costs for the failed window test.

It was noted that CTA's company name has changed. The Committee would like to see this corrected on the change orders and the Town should have been notified of this change. Mr. Carroll asked that the change orders be approved subject to the change on the paperwork.

Mr. Gagnon made a motion to approve the credit of \$2,100 on Change Order #12 for testing costs for the concrete slab subject to the name of CTA being corrected on the paperwork. Mr. Thibault seconded the motion. The motion carried with five members voting in favor.

Mr. Thibault made a motion to approve the credit of \$2,500 on Change Order #13 for testing costs for the failed window test subject to the name of CTA being corrected on the paperwork. Mr. Gagnon seconded the motion. The motion carried with five members voting in favor.

The Committee reviewed the letter from CTA in regards to the tank delay claim. Mr. Carroll stated there are lots of questions on the letter. Some of the items in the letter are owned by the Contractor. They will have a meeting next week with the Contractor to discuss the claim.

Mr. Carroll stated that Change Orders 1-4 are almost finalized with the MSBA.

Mr. Carroll discussed an item that came up with Griffin, the electrician, and Amanti, the HVAC contractor to supply cooling in the main electric room. Mr. Carroll reported that the design team issued a PR back in February. Amanti supplied a un acceptable proposal back in March and then provided an update without any changes again only two days ago. Mr Carroll noted that the design team, CTA and CP had a meeting to review change orders with Griffin today, and is working to have a similar meeting with Amanti next Wednesday. Mr. Tedesco stated he would like to authore Amanti to move forward on time and material basis on this work because it will affect the schedule if delayed. Mr. Tedesco stated there are actions you can take to argue the cost later by putting money in escrow.

Mr. Dooley made a motion that based upon PCO36 to authorize a CCD not to exceed \$29,000 to provide air conditioning in the main electric room on time and material basis for the HVAC, the electrical figure is satisfactory. Mr. Jussaume seconded the motion for discussion. The discussion was to inform the sub-contractors to report in to the Project Manager when they are performing the hours for this task so he can sign the T/M slips. The motion moved to a vote with all five voting in favor.

Mr. Mike McElheny of New Hampshire and a faculty member at the High School was present and asked a few questions of the Committee and Project Manager.

Mr. Thibault left the meeting at 6:45 p.m.

### **Invoice**

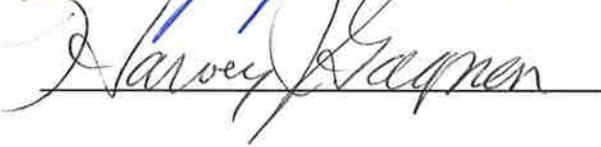
Mr. Gagnon made a motion to approve the invoice from MGM Realty Trust in the amount of \$1,005 for the July rent for storage for the High School Project as recommended by Collaborative Partners. Mr. Dooley seconded the motion. The motion carried with four members present voting in favor.

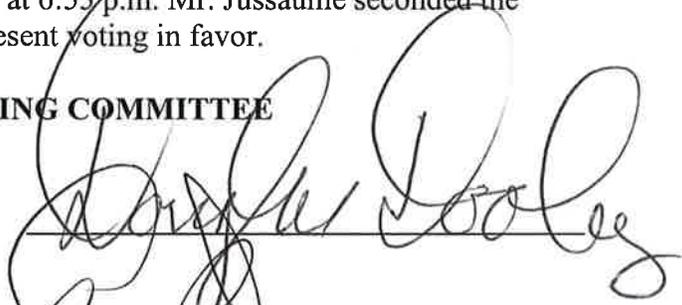
Mr. Gagnon made a motion to approve Invoice 0017490 from Vertex Construction Services, Inc. in the amount of \$ 6,133.75 for services through May 25, 2013 for the Town Hall Project. Mr. Dooley seconded the motion. The motion carried with four members present voting in favor.

**Adjourn**

Mr. Dooley made a motion to adjourn the meeting at 6:55 p.m. Mr. Jussaume seconded the motion. The motion carried with four members present voting in favor.

**PERMANENT BUILDING COMMITTEE**

  
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\_\_\_\_\_ **Absent: Michael McNamara** \_\_\_\_\_