

Permanent Building Committee
Minutes of July 30, 2014

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

Mr. Neofotistos called the meeting to order at 4:30 p.m.

Town Hall Project

Present from Vertex Construction: Jon Lemieux, James Boudreau, Owners Project Manager

Present from Johnson Roberts: Phil O'Brien

Also present from the Town: Ann Vandal, Assistant Manager of Finance and Mark Hamel, Town Engineer

Mr. Boudreau began with the construction update from the agenda dated July 30, 2014. He stated they are working on the elevator, cabinet installation is continuing, ceiling grid and tiles are going in. Griffin Electric has bumped up their work force to eight individuals and are pulling wires through the building. Interior doors being installed along with the hardware. Temporary lighting has been removed and permanent lighting has been installed and tested. The lower parking lot has been graded and the loam has been relocated to the 26 Champlain area.

Two Week Look Ahead

Mr. Boudreau stated that the hydrant will be relocated, the site will continue to be graded, and a fuel tank was discovered at 26 Champlain Street which will be talked about in detail later in the meeting. He has been informed that a test had been conducted on the cement and it has a high moisture content which Mr. Lemieux will elaborate on later in the meeting. No carpet has been installed to date.

Moisture Mitigation

Mr. Lemieux stated that five samples in the cement had been taken in different locations and they got readings from 93 to 99 for moisture. There was a discussion that the middle of cement will always give a moisture reading and that they need to test the surface area because that is where the glue is. Mr. Lemieux stated the designer messed up on the louver and the paperwork is not adequate for this item and will be reviewed. They will follow up with the Committee on this item.

Elevator Install

Mr. Lemieux reported that they've been notified that there is an issue with the door swing on the elevator closet door. They have been in touch with the Building Inspector to research the code.

Louver change

Mr. Lemieux stated this was a PCO that had been approved a while ago and the item was changed because the original item supposedly would not have fit. The item came in and it does not fit and they have to go back to the original design. Mr. Lemieux stated there would be a credit for the secondary item however they will be going with the originally designed item.

Move Coordination

Mr. Lemieux reported they've had a move coordination meeting with Sterling and the Town and a lot of progress has been made on cleaning out the buildings. The moving boxes have been delivered to the three buildings and progress is being made. The Town should also see a big adjustment in the moving quote due to this building cleanout.

Demolition of 26 Champlain Street

Mr. Lemieux stated they discovered a 4' x 10' tank at 26 Champlain Street and luckily it was not punctured during the demolition of the house. They have called in OTO to give them an assessment cost to remove the tank. They have quoted \$3,500. Vertex has checked with a company to see how much the removal and emptying of the tank would cost and total this item will probably cost \$10,000 between the environmental and the removal of the tank. The Fire Department was present on the discussion of this tank and they will be coordinated with on the removal. The assessment was that there was diesel fuel in the tank. Vertex will continue to monitor this issue.

Review of Project Schedule

Phase I Certificate of Occupancy August 29, 2014 with FFE Move in – September 8, 2014.
Town Personnel Move-in September 15, 2014. Phase II Substantial Completion – December 8, 2014.

Change Order 31

Mr. Lemieux stated he is still trying to get change order thirty-one signed on the settlement agreement however has not been successful. This has been out there since April. He believes that Rudy Barajas, the Project Manager for CTA understands the issue however he cannot act on the settlement without Lyle Coghlin's oversight.

Paying on PCO's

Mr. Neofotistos stated that Bob Sanford of Griffin Electric had a meeting with him and the Town Manager regarding payments on the project. There was a discussion on the Committee may want to consider paying on PCO's to keep the project moving. The Committee was in agreement and

directed that some of these items be put on the next requisition. Mr. Lemieux will inform Mr. Sanford once these payments have been approved so he can follow up with CTA.

High School Project

Present from Hill International: Paul Kalous, Steve Broadhead, Kris Stephenson

Present from MVG: Matthew Schweitzer

Present from the School Department Superintendent Steve Stone, Andy Graham, Buildings & Grounds

The Committee began discussion on the High School Project at 5:44 p.m. Mr. Broadhead reported that the Committee just had a site walk at the High School and asked if they had any questions regarding the site walk. Mr. Neofotistos stated that he has Mark Hamel, the Town Engineer here to discuss the issue with the traffic signals that happened last week at the site. Mr. Hamel stated that the lights on Lakeview Avenue are all controlled and timed and that the access road from the High School parking lot to the lights at New Boston Road is going to be an issue because of the stacking of vehicles sitting on the sensors in the ground. He stated that there should have been a traffic study performed and a consultation with the Town to discuss those lights. The Committee stated a traffic study was conducted on Lakeview Avenue by Nitsch Engineering. Mr. Hamel stated that the study says nothing about the traffic signals.

There was a discussion on the cost to repair the traffic signal box that was dug up by the Contractor and the Committee wanted it to be clear with CTA that it is their responsibility not the Town's. There was a discussion on CTA stating it was not marked on the plans and that it was not their responsibility. The Committee would like to make sure this is addressed with the contractor.

Construction Schedule

Mr. Broadhead stated that CTA seems to be diverting some of the personnel to doing punch list items and the schedule is sliding a bit. The total workforce has been in the fifties.

CCD/PR review

CCD 129 – Condensate pump in ceiling in Transitional Skills –

Mr. McNamara made a motion to go forward with CCD129 as recommended. Mr. Thibault seconded the motion. The motion carried with a 4 for 2 opposed vote – Mr. Dooley and Mr. Neofotistos.

CCD 130 – Cane Rail under stairs code requirement – discussion was this was on the field side center stairs – New Hampshire Steel would have to fabricate the steel.

Mr. Thibault made a motion to authorize CCD130 as recommended. Mr. Gagnon seconded the motion. The motion carried 5 in favor 1 opposed, Mr. Dooley.

Open PCO's

PCO104 to become C.O. 112 – Replace door with storefront in science wing area (at the old gym)

There was a discussion that this door does not match the other doors, this door was from the 1995 addition. The cost to replace this door would be \$18,442.08.

Mr. Graham was asked what shape the doors are in and whether he could live with them moving forward. Mr. Graham reported that the doors are not in bad shape, he could paint them to match the other color scheme and he could live with the doors. He would like to save this money and use it in the courtyard instead.

The Committee did not authorize this PCO.

Mr. Dooley made a motion to leave existing doors in place. Mr. Jussaume seconded the motion. The motion carried unanimously.

PCO109 to become C.O. 112 – Unit cost price slab infill cost in LD –

The discussion by Mr. Broadhead was that this area was not noted for this infill solution on the drawings. This was one area out of five areas to have this done. The cost of this PCO is \$10,576.85.

Mr. Thibault made a motion to authorize PCO109 to become C.O. 112 as recommended. Mr. McNamara seconded the motion. The motion carried with five in favor, one opposed – Mr. Dooley.

PCO136 to become C.O. 113 – Elevator #3 Pit Depth Adjustment - \$8,089.09
This pit slab was required to be 4" and it was 3'8" existing condition so it had to be remedied.

Mr. Gagnon made a motion to authorize PCO136 to become C.O. 113 as recommended. Mr. Jussaume seconded the motion. The motion carried unanimously.

PCO 139 to become C.O. 114 - New Countertops in Classrooms – \$30,396.72

There was a discussion that this quote includes premium time and there was a discussion as to why this would entail premium time. Mr. Graham did not want to pay premium time and stated they could have them do this work on a vacation week. There was another quote for countertops on existing C-Wing with an additional cost of \$20,334.44. The Committee questioned some of these charges that were itemized on the backup paperwork for this PCO. The Committee would like this paperwork re-looked at and come back to the Committee. The Committee would also like this PCO merged with PCO 206 because it relates to the same thing.

PCO 154 to become C.O. 114 – Relieving angles in auditorium walls - \$49,975.54

Mr. McNamara made a motion to accept PCO 154 to become C.O. 114 as recommended. Mr. Thibault seconded the motion. The motion carried unanimously.

PCO 190 to become C.O. 115 – Edge band nosing at stair D4 - \$3,372.31

Mr. Thibault made a motion to accept PCO 190 to become C.O. 115 as recommended. Mr. McNamara seconded the motion. The motion carried unanimously.

PCO 214 to become C.O. 116 – Hardware set changes at entry door A100D - \$5,609.94
It was noted by the Team that MVG did not have the correct hardware on the interior door

Mr. Thibault made a motion to accept PCO 190 to become C.O. 116 as recommended. Mr. Jussaume seconded the motion. The motion carried unanimously.

PCO 215 to become C.O. 117 – Kitchen Equipment FS14 & FS15 - \$7,685.22

Mr. Thibault made a motion to accept PCO 215 to become C.O. 117 as recommended. Mr. McNamara seconded the motion. The motion carried unanimously.

PCO 229 to become C.O. 118 – Upper Courtyard Patio Walls Southern End - \$40,122.90

There was brief discussion on the cost to provide this change and it was determined that the Committee felt that there is a more reasonable dollar value for the solution and they would table this item until next week.

Change Order Numbers

Mr. Broadhead stated that they needed to adjust the change order numbers for the last two change orders. The Committee stated they would need to rescind the action from last week that was made on PCO 221 C.O. 110 to make this happen.

Mr. Thibault made a motion to rescind the motion made on PCO 221 for C.O. 110. Mr. Dooley seconded the motion. The motion carried unanimously.

Mr. Thibault made a motion to renumber Change Orders 111 & 112 to become Change Order 110 and 111. Mr. McNamara seconded the motion. The motion carried unanimously.

Mr. Thibault made a motion to authorize Town Manager Duggan to sign change orders 101 – 111 as already discussed and approved. Mr. Gagnon seconded the motion. The motion carried unanimously.

Budget Review

The Committee reviewed and discussed a budget chart prepared by Hill International revised 07/30/2014. It was explained that the items in “red” on the chart on not officially submitted items by CTA and an estimated cost was put in those areas.

MSBA Submission

Mr. Kalous explained that he is compiling the change order log for the MSBA and will submit it to the MSBA for the deadline. After this submittal they should have a better idea of the swing between reimbursable and non-reimbursable items on this project. Mr. Kalous will also be having a conversation with Mr. Graham on the moving costs for the BRR so they can button up this item.

Commissioning

Hill International reported that they will be having a commissioning meeting tomorrow at 9:00 a.m. and are hoping to straighten out the items on the HVAC system with Rich Anderson from Hill International attending.

It was also noted that an issue came up from the Commissioning Agent regarding the confined space where the crawl space is and it was questioned whether this area met OSHA standards. This is being assessed. To repair this unit you would need to be on your knees in this area.

Mr. Neofotistos asked how far they see this HVAC problem stretching out and what position is the Town in.

Mr. Broadhead explained up to this point there has been a lot of finger pointing. No one is talking with each other. The Town needs to hold their feet to the fire and they still have the final DCAM evaluations to consider.

Mr. Graham stated they are having the training session tomorrow on this system and he has always been of the opinion that until this system is correct he didn't want the training. They are training them on a system that is not working correctly. It has been two years since this system has not operated correctly.

Mr. Neofotistos stated to Hill International that he wanted it on record that there will be no more payments to Amanti until they have their full cooperation in getting this system fixed and wanted Hill to scrutinize the pay requisitions to make sure they are not paying for the HVAC system.

Two Way Communications

Mr. Stephenson stated that Two Way Communications will be finishing their installation between 8/11 and 8/13. Griffin Electric has already done their portion of the install.

Utility Update

Mr. Stephenson reported that CTA thinks they only owe another \$12,000 on the utilities when the backup clearly shows they owe more. They are still working on this issue.

Plaque

The proof is being developed for the plaque and will be shown to the Committee for final approval.

Sample Signage – Way finding

This will be continued to the next meeting.

Invoice

Mr. Stephenson has received a Heartland invoice and this is under review.

Sterling Movers

Mr. Kalous reported that there is about \$12,000 in the budget for moving and they can shuffle money into this budget.

Mr. Graham stated that he will need about 5 or 6 more days of moving.

Mr. Thibault made a motion to increase the packing and moving budget by \$10,000. Mr. McNamara seconded the motion. The motion carried unanimously.

Mr. McNamara left the meeting at 8:04 p.m.

Copier Issue

Mr. Graham has been working with 3Si and Alison Smith regarding copiers. This was not included in the FF&E.

Meeting with CTA's Bonding Company

Mr. Neofotistos wanted to make sure Attorney Hall was invited to the meeting with CTA's bonding company on August 7, 2014 at 10:00 a.m. The Committee reviewed the draft agenda for the meeting. The meeting will be held at Harmony Hall.

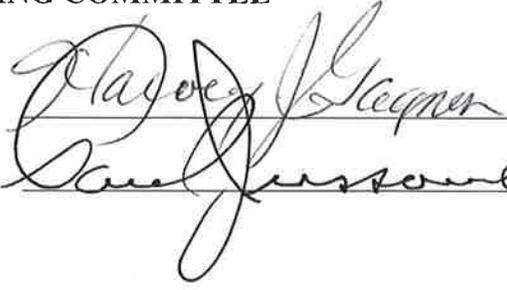
Adjourn

Mr. Jussaume made a motion to adjourn the meeting at 8:24 p.m. Mr. Dooley seconded the motion. The motion carried unanimously.

PERMANENT BUILDING COMMITTEE



Michael F. McNamara



Paul Jussaume

