

Permanent Building Committee
Minutes of August 13, 2014

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

Clee Ace, John Dyer and Jim Nolan were present from the Library Trustees to ask questions about the parking changes when the new town hall comes online. Ms. Ace had concerns about the traffic flow and the children's programs at the library. Mr. Neofotistos explained that Champlain Street will no longer be a thru street and will only be accessed by emergency vehicles. The plan is to make the traffic one way into Champlain Street and exit out to the library. There is additional parking being planned along Champlain Street, behind the Town Hall and also at the lower parking lot.

The Trustees seemed satisfied that all their questions and concerns had been addressed.

High School Project

Present from Hill International: Steve Broadhead, Kris Stephenson

Present from MVG: Matthew Schweitzer, Bill Peters

Present from the School Department: Andy Graham, Buildings & Grounds

Betsy Murphy was present from the School Committee sitting in for Michael McNamara

This portion of the meeting began at 4:45 p.m.

Mr. Broadhead began the agenda by going through the pictures provided of the site. The first picture was the binder coat on the sidewalk, the second was transitional skills cabinetry being put in, the third was the library furnishings being placed in the library, the next was the repeater for the Fire Department being installed, the next was a picture of one of the units on the roof HV1 and the last photo was the gym locker room with equipment.

Update from Meeting with CTA's Bonding Company

Mr. Neofotistos updated the Committee on the meeting that was held with the bonding company for CTA. He stated they did a walkthrough of the school first and then met at Harmony Hall and a few items were agreed upon. They did a follow up phone call on Monday at 2:30 p.m. and a memorandum with key completion dates was issued by CTA. The Committee had a copy of this memorandum in the packet which included two logistics plans.

Decisions in the field

Mr. Graham stated that in order to speed things along out in the field he was requesting permission from the PBC to be able to make “field decisions” on some of the items as they are in crunch time. Mr. Jussaume made a motion to have Mr. Graham make field decisions and report at next meeting. Mr. Dooley seconded the motion. The motion carried unanimously.

Construction Update

Mr. Broadhead stated that the site work is moving along quite rapidly. Mr. Graham discussed the lower parking lot area and would not like to see the binder coat on there if CTA is going to use that for a staging area to complete their work in the ball field. CTA has requested Griffin move their trailer from the front of the building.

There was a general discussion on the logistics for the contractor and student parking. It was noted that saw horses would be used to block off certain areas in the parking lot while construction is being done and that way they can be moved if there is an event at the school at night or on a weekend. There was a general discussion on the parking areas for the students.

There was a discussion on the wind tunnel and whether there was stamped concrete below it. It was stated that there is stamped concrete and paved walkways.

Mr. Stephenson handed out a draft letter to CTA from Hill International regarding schedule completion dates. He stated that Mr. Kalous is looking for the Committee’s authorization to send this letter to CTA. Mr. Thibault made a motion to authorize Hill International to send the draft letter out to CTA. Mr. Dooley seconded the motion. The motion carried unanimously.

Mr. Neofotistos noted that the commissioning issues were not specifically noted in the letter. Mr. Broadhead stated that he has spoken with Mr. DuRoss directly and asked him to have a senior level person from the HVAC Company involved in a meeting. Mr. DuRoss is frustrated on this issue also and CTA had thought about bringing another company in but it was so late in the process.

There seems to be an issue with the Control Contractor and Amanti which is driving this HVAC problem.

There was a discussion on the dust in the building and CTA using areas in the building that should have been turned over. Mr. Graham stated there is a long way to go before turnover. There was a discussion on getting the filters changed out in the smoke detectors and equipment due to the dust in the building.

CCD/PR Review

CCD 133 – Wire glass replacement for D/E and C Classroom wings

These were existing 1957 windows that either had a bb hole in them or some were cracked. The Committee questioned why these weren't in the drawings for replacement if they were damaged. Mr. Schweitzer assured the Committee that if these windows were broken they would have been put in the drawings to be replaced. There was some discussion that they may have been damaged further during construction. The Committee questioned the cost to replace these windows. There was also glazing that needed to be abated. Mr. Stephenson stated that the abatement was already done and the windows have been taken out, work is in progress.

Mr. Thibault made a motion to approve CCD 133 and reserved the Town's rights. Mr. Gagnon seconded the motion. The motion moved to a vote with two voting in favor and three voting opposed. The motion failed.

There was further discussion by the Team that this issue came up at a meeting in March and these windows were identified as needing to be replaced. There was a discussion that there are about fifteen windows that need to be replaced. The glazing abatement has already been done. The Committee would like more information on the cost of these windows and specifically which windows are being replaced.

Mr. Broadhead stated they will try and locate photos of the windows and do a survey and compare them. Mr. Stephenson stated they have a slip for the abatement work of 24 hours for three guys for eight hours.

CCD 134 – Provide labor and materials to prepare the existing cafeteria east wall foundation for stamped concrete. Mr. Broadhead explained that this is to create a smooth area for the concrete. It's approximately 100 feet of area and it should take about three days for a couple of guys.

Mr. Thibault made a motion to authorize CCD134 as it has the appearance of being a hidden condition. Mr. Jussaume seconded for discussion. Mr. Jussaume would like to see a haunch added in this area to avoid the concrete separating. He suggested a 6" haunch at doors. Mr. Peters will supply a drawing and revise the CCD. The motion carried unanimously.

CCD 135 – Install sod in main courtyard in lieu of loam and seed and add three benches. Loam and seed only to be installed at the upper portion of the courtyard adjacent to existing east retaining wall. Mr. Thibault made a motion to approve CCD 135 as presented. Mr. Gagnon seconded the motion. The motion carried unanimously.

Invoices

Requisition 23 CTA Construction Inc. - \$2,185,693.00 – Mr. Broadhead explained that \$400,000 has been cut from this requisition including \$100,000 for HVAC. It was also noted that CTA needs to provide a new form for MSBA the one included is incorrect. The Committee asked if there was any request for retainage. Mr. Broadhead responded there was not, some retainage was released for Phase I earlier.

Mr. Thibault made a motion to authorize payment for Requisition #23 provided the proper MSBA form is submitted in the amount of \$2,185,693.00 as recommended by Hill International.

Mr. Gagnon seconded the motion. The motion carried with 4 in favor 1 opposed – the Chairman voted opposed. The Chairman stated that HVAC should have been reduced more.

Mount Vernon Group Invoices #97, 98, 99 in the amount of \$57,736.17 –
Mr. Neofotistos questioned one of the charges on this invoice which showed work from eight months ago.

Mr. Thibault made a motion to approve invoices 97, 98, 99 in the amount of \$57,736.17 as recommended by Hill International. Mr. Gagnon seconded the motion. The motion carried unanimously.

UTS Invoice - \$3,631.56

Mr. Neofotistos asked if the Team was working on any back charges to CTA for the “call-in” charges. Mr. Broadhead suggested they continue to monitor and put a credit in to CTA. The Committee also questioned the inspection charges for the second inspections that had to be done in the auditorium area after the concrete issue.

Mr. Thibault made a motion to authorize payment to UTS in the amount of \$3,631.56. Mr. Dooley seconded the motion. The motion carried unanimously.

Mr. Thibault made a motion to have Hill International research the UTS call surcharges as well as reimburseable back charges to CTA. Mr. Dooley seconded the motion. The motion carried unanimously.

Ahearn Equipment – two invoices totaling \$88,631.56
This equipment was received at and confirmed by the School Department. This equipment is on a previously approved purchase order.

Mr. Thibault made a motion to approve the invoice from Ahearn Equipment in the amount of \$88,631.56 as recommended. Mr. Jussaume seconded the motion. The motion carried unanimously.

Hill International – July 2014 invoice - \$53,087.50

Mr. Thibault made a motion to approve Hill International’s invoice for services through July in the amount of \$53,087.50. Mr. Jussaume seconded the motion. The motion carried unanimously.

Commissioning

They are working on the schedule on training, owned equipment etcetera. Mr. Broadhead suggested that Mr. Graham be given some authority in the field as the Team pushes through the smaller items that come up. Mr. Graham stated he had spoken with the Chairman on issues that come up and rather than having to wait to come to the meeting he is requesting the ability to make decisions in the field because they are in “crunch” time for opening the school. The

Committee was in agreement and discussed that the Town Manager has a limit of up to \$10,000 to sign approval for. They will discuss items that came up at next Wednesday meeting.

Copiers

Mr. Broadhead stated they were able to check with the MSBA on the eligibility of the copiers for reimbursement and it was confirmed that they are a reimburseable cost as long as they are only used for the school.

Budget Summary

Mr. Neofotistos requested through Mr. Broadhead that he have Mr. Kalous update the budget and supply the Committee with a budget summary every week so they know where they stand with the project.

Ongoing Items

Mr. Stephenson reported that the last of the install happened today and they will be working with Mr. Patterson and the other Deputy at the Fire Station for the install there. They will be getting an update from Two-way Communication tomorrow.

Utility Update – Mr. Stephenson corrected his calculation and showed charts to the Committee of charges before construction started and while it was commencing. It was determined that CTA did not give meter readings on a month to month basis so it makes it a difficult task. Mr. Broadhead suggested that a meeting be had with CTA to discuss this issue.

Plaques

The Committee reviewed existing plaques and new plaques suggested to go up within the building.

The Committee reviewed the amended sign for the performing arts and also suggested that the old plaque be retrofitted within the new plaque. Mr. Schweitzer will do a sketch and send it to the Committee for review and approval. He requested this approval before the next meeting to move things along. Mr. Neofotistos will poll the members of the Committee.

Mr. Thibault made a motion to approve the main plaque as submitted and amended. Mr. Gagnon seconded the motion. The motion carried unanimously.

Sample Signage for way finding – There was a discussion that it was more important to have signage outside the building pointing to the gym and the library rather than inside. There was a discussion as to the students getting to know the building quickly and there are monitors inside the building that could provide information. The general public would not be wandering inside the building without a guide.

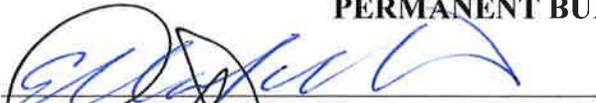
Monahan Field Bathroom Facility

Mr. Thibault noted that the Town Manager stated at the recent Selectmen's meeting that the construction of the bathroom facility was ongoing. The Committee questioned this and stated this project should be coming before them as it is a town building.

Adjourn

Mr. Thibault made a motion to adjourn the meeting at 7:25 p.m. Mr. Gagnon seconded the motion. The motion carried unanimously.

PERMANENT BUILDING COMMITTEE









Absent: Michael McNamara _____