

**Permanent Building Committee  
Minutes of September 17, 2014**

Present for the Building Committee was: Chairman Ellis Neofotistos, Harvey Gagnon, Doug Dooley, Paul Jussaume (5:20p), Phil Thibault and Michael McNamara. Samantha Carver recording secretary. The meeting was held at the Historic Society Building at 1660 Lakeview Avenue, Dracut, MA.

**MONAHAN PARK RESTROOM PROJECT**

Mark Hamel, the Town's Engineer was present to discuss the Monahan Park Restroom Project. He stated that he is presenting this to the Permanent Building Committee because there will a structure built here for the bathrooms. Mr. Hamel stated that they want to utilize the existing foundation for this project. There will be six unisex lavatories in the building with storage on the other side. There was a discussion on the vandalism that has occurred at the other restroom facilities at the other two parks, especially Dillon McAnespie Park and the consensus was that it is could be due to it being a one-person restroom where no one else can come in and out so vandalism occurs.

There was a discussion on the cost of this project. Mr. Hamel pointed out that this will be a seasonal building so they will save some costs on insulation. Mr. Thibault questioned whether there were enough bathrooms meeting the regulation for amount of people. The Committee will work with Mr. Hamel on this project and the next meeting on this subject will be in about three weeks. Mr. Hamel will reach out to the secretary to schedule a time.

**HIGH SCHOOL PROJECT**

Present for Hill International: Steve Broadhead, Kris Stephenson  
Present from Mount Vernon Group: Frank Tedesco, Bill Peters

Mr. Broadhead began the discussion by describing the photographs in the agenda packet. (1) showed patching and filling of concrete joints; (2) showed the stage floor in the auditorium; (3) showed a view of the baseball field 3<sup>rd</sup> base running strip; (4) railings in the courtyard area; (5) Entrance of building with address numbers as shown on the picture that the Fire Department is requiring to be placed on the building.

Mr. Neofotistos questioned whether the ramp that was poured in the courtyard was the correct slope and if anyone had checked due to the issue they had had in the auditorium. Mr. Broadhead stated it was correct. There was a discussion on whether the numbers for the address to be placed on the building were really needed. Apparently it is required by law and there was a discussion on where to place the numbers that would show up better on the building.

**Invoices**

Mr. Tedesco began the discussion on the invoice he has submitted showing closeout at 100% and stated he had had a conversation with Mr. Kalous a couple of months ago on this invoice. He

stated they will still be here through the end of the job. Mr. Neofotistos asked how MVG was going to close out the auditorium and the ball field that is still being worked on if this is the closeout invoice.

Mr. Tedesco assured the Committee that they will be doing the punch list items and all the things that are required for completion of the project. There was a discussion on warranty and how if it were based on substantial completion they have six substantial completion certificates for the different areas of the building. Mr. Tedesco stated it would be ten months after the final substantial completion that MVG would check back in with the Town to see if there are any warranty issues that need resolving before the one year warranty expires.

Mr. Neofotistos also questioned how we could be in closeout with Phase I punch list items still being done, outstanding change orders and CCD's, HVAC balancing issues and so forth. Mr. Tedesco stated those items are ongoing.

Mr. Thibault made a motion to authorize payment of Mount Vernon Groups invoices 100, 101 and 102 as recommended by Hill International in the amount of \$76,465.00. Mr. McNamara seconded the motion. The motion carried with four in favor two opposed. (EN, DD).

Mr. Neofotistos stated he feels there is still a lot to be done on the project and that is why he is voting against the motion. Mr. Tedesco respectfully disagreed and he stated that MVG has worked very hard on this project and has had to negotiate two and three times on some of these costs from CTA and if the Contractor ran late on the project it did not have anything to do with MVG yet MVG tried to work it out with CTA.

### **Extra Services for MVG**

Mr. Tedesco stated that he has a proposal to the Town for three additional months to keep Matt Schweitzer on the site to oversee the end of the project and the punch list items. After a brief discussion on the benefits of having Mr. Schweitzer on site, Mr. Thibault made the following motion to accept the proposal from MVG for additional services for a minimum of two months with the option for a third month if needed. For discussion: Mr. Neofotistos stated that there is a benefit to having Mr. Schweitzer on the site however he feels that MVG is saving money also by not having him have to come out from the office and feels there is some double dip to the billing. Mr. Tedesco argued that fifty percent of their fee goes to consultants. He stated Mr. Schweitzer has a lot of institutional knowledge on the job and is beneficial to the Town by having him on site. The motion moved to a vote with five in favor and one opposed (EN).

Mr. Neofotistos stated that there is a benefit to MVG by having Matt out in the field and feels that MVG is getting paid twice. Mr. Tedesco stated he could bill the invoice in 1/3 increments for the closeout for \$20,000 to stretch it to the end of the project.

Mr. Dooley also argued that the change orders were three times the cost and that there were too many on the project. Mr. Tedesco stated that there weren't that many change orders on this project. The Committee stated because CTA is not efficient on their paperwork and the Committee has had to approve PCO's that could be why there aren't many change orders.

### **Closeout Invoice**

Mr. Thibault made a motion to that MVG be paid \$20,000 as 1/3 payment for the next three months of closeout. Mr. McNamara seconded the motion. The motion carried unanimously.

### **UTS Invoice Review**

Mr. Stephenson stated that some of these charges fall on the Town's side and it is difficult to separate them out. Mr. Neofotistos stated this may be something we would have to split with CTA half and half to try and get some of these charges back. They will continue the discussion on this item.

**CCD 148** – To provide an additional 30' of conduit of wiring for relocating control panel to storage area under the press box.

Mr. McNamara made a motion to approve CCD 148 as recommended. Mr. Thibault seconded the motion. The motion carried unanimously.

**CCD 149** – Provide labor and materials to provide sono tubes as required at fencing/railings behind retaining walls. There would be about twenty-four sonar tubes needed.

Mr. Thibault made a motion to approve CCD 149 as recommended. Mr. McNamara seconded the motion. The motion carried unanimously.

**CCD 150** – Provide labor and materials for 6" letters to designate street address of 1540 at the east elevation of the School per Dracut Fire Department.

Mr. Thibault made a motion to authorize CCD 150 and verify location of numbers on the building with the Fire Department. Mr. Gagnon seconded the motion. The motion carried unanimously.

**CCD 151** – Provide labor and materials as required for 2 strand multimode fiber optic cable data connection between the exterior LED Message sign and IDF room.

Mr. Neofotistos asked if there is only so many feet of needed for this fiber optic and a spool has to be purchased, he wanted to make sure the Town ends up with the spool if they have to purchase a whole spool.

Mr. McNamara made a motion to authorize CCD 151 as recommended. Mr. Jussuame seconded the motion. The motion carried unanimously.

### **Back Gates**

Hill International reported that the gates they had saved to be re-used to block off the driveway in the back of the building, one gate is too short by four to five feet and that the PBC will

probably be seeing a CCD to extend the gate by five feet. The cost for this item is in the range of \$1,500.

### **PCO's/CO's**

PCO 236 to become C.O. 118 – Dracut High School Property Insurance

There was a discussion on the fact that CTA has been releasing each portion of the building once the Town received the certificate of substantial completion. The Town's Insurance MIIA will not cover the building as long as CTA is still in the construction process. A meeting was held between the Town's Insurance Company and the construction team and it was determined that the Town would cover the deductible costs and CTA will put insurance back on the building.

Mr. Thibault made a motion to approve PCO 236 to become C.O. 118 in the amount of \$9,477.50 for Builders Risk insurance subject to the Town receiving proper documentation. Mr. Gagnon seconded the motion. The motion carried unanimously.

### **CTA Requisition**

The Committee reviewed requisition #24 from CTA Construction in the amount of \$2,373,196. Hill International continued to cut money from the requisition from Amanti until the balancing issue is resolved on the building.

Mr. Thibault made a motion to authorize payment of requisition #24 to CTA Construction in the amount of \$2,373,196 as recommended by Hill International and MVG. The motion carried with all in favor.

### **2-Way Communication**

Mr. McNamara made a motion to pay 2-Way Communication the balance of money owed for the repeaters and work done at the Fire Station in the amount of \$13,280.00 provided Hill International acquires warrant paperwork prior to release of monies. Mr. Jussaume seconded the motion. The motion carried unanimously.

### **New Boston Road Traffic Signal**

Mr. Broadhead stated he had a conversation with Jared of CTA regarding the charges that occurred as a result of CTA digging up the line for the signal on Lakeview Avenue at the bottom of the driveway on the New Boston Road side. Jared suggested the Town write a letter to CTA regarding the incident. Mr. Dooley made a motion to have Hill International draft a letter to CTA relative to the line being dug up at the driveway at the High School on the New Boston Road end. Mr. McNamara seconded the motion. The motion carried unanimously.

### **Kittredge Equipment Co. – Invoice \$176.02**

Mr. Dooley made a motion to approve Kittredge Equipment Co. invoice in the amount of \$176.02. Mr. McNamara seconded the motion. The motion carried unanimously.

**Sterling Corporation – Invoice \$10,155.00**

Mr. McNamara made a motion to approve Sterling Corporation invoice in the amount of \$10,155.00. Mr. Jussaume seconded the motion. The motion carried unanimously.

**Hill International**

Mr. McNamara made a motion to approve Hill International's invoice in the amount of \$55,067.50 for project management services. Mr. Gagnon seconded the motion. The motion carried unanimously.

**FF & E**

Mr. Broadhead reported that the majority of the FF & E is on site. They have received two color copiers and the eight black copiers are to be delivered.

The language lab install should take place tomorrow.

**Ongoing Items**

The Committee quickly went through the ongoing items list on the agenda. When discussing the utilities reimbursement Mr. Neofotistos suggested to Mr. Tedesco that he look at this section when writing his specifications for these jobs and rewrite this section. He explained how the utilities are in dispute between CTA and the Town on the temporary power. This is an ongoing issue that Mr. Neofotistos and Mr. Stephenson have been working on. Mr. Tedesco was not familiar with the issue and would have to look into it.

**Phone Delivery**

Mr. Stephenson stated that some of the phones were delayed and phones will be redistributed next week once received. Anyone needing a phone has access to one in the meantime.

**Loam Update**

Mr. Broadhead reported that they are still awaiting the loam results from the four samples they took while CTA was present.

**Ribbon Cutting**

Mr. Broadhead reported that he had spoken with CTA regarding the ribbon cutting date of mid-October and CTA was fine with that.

Mr. McNamara asked the PBC who they would like on the dignitary list. The PBC named a few people and stated they would continue to think of names and get them to him.

**Commissioning**

Mr. Broadhead reported that Rick of Hill International is still trying to straighten out the commissioning issue and is pleased with the progress he has been making.

Mr. Broadhead brought up a roof report and once he receives the results will bring it to the Building Committee.

**MSBA – P.R.R.3**

Mr. Stephenson reported they are still waiting for the MSBA to approve P.R.R.3. Mr. Stephenson stated they have gotten P.R.R. 4 approved, and have five and six waiting to be submitted.

Grand Piano – the purchase order has been written and it is going through the approval process.

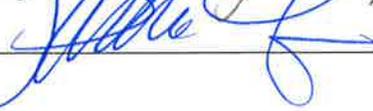
Ductwork on Roof – the drawings don't show any way to anchor the ductwork to the roof and MVG is looking into this.

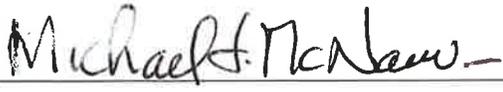
Executive Session – Mr. Neofotistos would like an executive session put on the schedule for next week's meeting at 5:30 p.m. to discuss possible ongoing litigation and go over the executive session minutes.

**Adjourn**

Mr. Dooley made a motion to adjourn the meeting at 7:30 p.m. Mr. Gagnon seconded the motion. The motion carried unanimously.

**PERMANENT BUILDING COMMITTEE**

  
\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_

  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_