

**Permanent Building Committee
Minutes of October 22, 2014**

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

High School Project

Present from Mount Vernon Group – Matt Schweitzer
Present from Hill International – Steve Broadhead, Kris Stephenson

Mr. Neofotistos opened the meeting at 4:35 p.m.

SMS A-Best

Mr. Broadhead of Hill International began the discussion discussing CTA's Subcontractors, subcontractor Abest Abatement who was at last week's meeting to discuss CTA owing his company money. Mr. Broadhead stated that this is not a filed sub-bid so CTA needs to resolve this issue.

Bicycle Racks

Mr. McNamara wanted to ask Mr. Graham about bicycle racks at the High School. Mr. Graham stated that he does have a bicycle rack which he is going to paint over the winter and put it at the High School.

Construction Update

Mr. Broadhead described the photographs in the agenda packet as follows:

1. Water bubbling up at the transitional skills cafeteria area from a pipe that was abandoned but active from the 1995 roof drainage system. This pipe is at a lower elevation to the new storm drain system. It needs to be rerouted to the manhole in the parking lot.
2. This photograph showed the temporary fix for the sump pump hole. Mr. Schweitzer has been working with the Plumber for a solution and explained the solution to the Committee which is to pick up the pipe for the down spouts to the manhole at a higher elevation. He stated there will be some exposed piping however it will be next to the downspout shown in the picture and shouldn't be that noticeable. The inside pipe is to be modified as well. Mr. Neofotistos asked if there were any other areas on the project where this may happen. The response was no.
3. This photograph is of the court yard showing the grade discrepancy from the pavement to the stamped concrete. This is a six foot grade discrepancy.

Budget Update

Hill provided a project budget update for the Committee to review. There was a brief discussion on PCOs, CCDs and Change Orders to be converted and processed. There are credits and back charges outstanding. Hill reported that CTA has signed off on all PCOs and they will have change orders 120 – 128 for the PBC to review next week.

PCO Review

Mr. Broadhead stated that C.O. 129 did not get signed by CTA there was an issue with the cleaning being taken off the change order. Going forward it would be easier to keep the numbering straight on the change orders if the Committee would reconsider this change order until the issues on it can be worked out with CTA.

Mr. Thibault made a motion to rescind the action taken on PCO 231 C.O. 129 from the October 15, 2014 meeting. Mr. Dooley seconded the motion. The motion carried.

PCO 134 – C.O. 129 - \$9,930.19 – Wall Repairs at Toilet Room

Mr. Gagnon made a motion to approve C.O. 129 in the amount of \$9,930.19 as recommended. Mr. Thibault seconded the motion. The motion carried four voting in favor one opposed (Mr. Neofotistos).

PCO 171 – C.O. 130 - \$11,656.79 – Expansion loop fitting replacement at heat mains

Mr. Thibault made a motion to approve C.O. 130 in the amount of \$11,656.79 as recommended. Mr. Gagnon seconded the motion. The motion carried unanimously.

PCO 181 – C.O. 131 - \$1,480.44 – Revised sanitary line “B” wing pitch – Two attempts were made by CTA to correct this backup issue. Mr. Graham stated it ended up being his Plumber who corrected the problem. This was an existing pipe going to new pipe 4” to 8” however it was mainly liquid going through the original pipe from a sink and now it is hooked in with toilets so the gravity pitch needed to be corrected.

Mr. McNamara made a motion to approve PCO 181 C.O. 131 in the amount of \$1,480.44 and to seek some type of reimbursements from CTA for Mr. Graham’s Plumber’s time on the issue. Mr. Thibault seconded the motion. The motion carried unanimously.

PCO 185 – C.O. 132 - \$5,539.98 – Power Feeds to Cooler

Mr. McNamara made a motion to approve C.O. 132 in the amount of \$5,539.98 as recommended. Mr. Thibault seconded the motion. The motion carried unanimously.

PCO 188 – C.O. 133 - \$1000.08 – Kitchen equipment voltage feeds on final equipment setup

Mr. McNamara made a motion to approve C.O. 133 in the amount of \$1000.08 as recommended. Mr. Jussaume seconded the motion. The motion carried unanimously.

PCO 221 – C.O. 134 – (\$2,145) credit for Wood trim at lower connector

Mr. Dooley made a motion to approve C.O. 134 in the amount of (\$2,145) credit as recommended. Mr. Gagnon seconded the motion. The motion carried unanimously.

PCO 228 – C.O. 135 - \$7,300.62 – Additional steel support in Culinary Arts for HVAC above roof

Mr. Thibault made a motion to approve C.O. 135 in the amount of \$7,300.62 as recommended. Mr. McNamara seconded the motion. The motion carried unanimously.

PCO 233 – C.O. 136 - \$2,863.88 – Snack Shack out to Complex Road replace existing and added new fencing

Mr. Gagnon made a motion to approve CO 136 in the amount of \$2,863.88 as recommended. Mr. Thibault seconded the motion. The motion carried unanimously.

PCO 234 – C.O. 137 - \$2,159.39 – Infill of Louver in E005 (basement)

Mr. Thibault made a motion to approve CO 137 in the amount of \$2,159.39 as recommended. Mr. Gagnon seconded the motion. The motion carried unanimously.

PCO 235 – C.O. 138 - \$50,918.88 – Acceleration costs D, E & Auditorium

The Committee wanted more backup for this change order.

Mr. McNamara made a motion to table this item to the next meeting for more investigation by the Project Team. Mr. Dooley seconded the motion. The motion carried unanimously.

PCO 237 – C.O. 138 – \$4,607.75 - Stud Wall at Existing C Wing Classroom Corridor

Mr. McNamara made a motion to approve C.O. 138 in the corrected amount of \$4,440.49 as recommended. Mr. Jussaume seconded the motion. The motion carried unanimously.

PCO 242 – C.O. 139 - \$736.98 – Add dust covers to fixtures in Cafeteria

Mr. McNamara made a motion to approve C.O. 138 in the amount of \$736.98 as recommended. Mr. Thibault seconded the motion. The motion carried unanimously.

PCO 246 – C.O. 140 - \$1,949.87 – Structural Reinforcement materials only for duct work transitional skills area

The Committee discussed the labor end of this PCO and wanted both the labor and material in one PCO. Mr. McNamara made a motion to table PCO 246. Mr. Jussaume seconded the motion. The motion carried unanimously.

PCO 247 – C.O. 140 - \$1,552.06 – Provide cain rails at stairs D2 & D3

Mr. Thibault made a motion to approve C.O. 140 in the amount of \$1,552.06 as recommended. Mr. Gagnon seconded the motion. The motion carried unanimously.

PCO 248 – C.O. 141 - \$1,706.39 – Add cain rail at monumental stair area under Library

Mr. Thibault made a motion to approve PCO 248 CO 141 in the amount of \$1,706.39 as recommended. Mr. Gagnon seconded the motion. The motion carried unanimously.

PCO 249 C.O. 142 - \$3,614.23 – Additional rails in the auditorium

Mr. Thibault made a motion to approve CO 142 in the amount of \$3,614.23 as recommended. Mr. Gagnon seconded the motion. The motion carried unanimously.

Mr. Graham discussed having some shelving ordered and parts for shelving through Creative Office Pavilion and will reach out to Alison Smith. Mr. Graham also talked about the piano that was ordered and that no cover came with it. He called for a price and it is \$260 dollars and would like to get one. The Committee was in agreement about protecting the investment of the piano.

FF&E New P.O's for Purchases

Action Media - \$215.64

Motion by Mr. McNamara to approve, seconded by Mr. Dooley. The motion carried unanimously.

Creative Office Pavilion - \$695.00

Motion by Mr. McNamara to approve, seconded by Mr. Dooley. The motion carried unanimously.

DGS – This was for an additional balance beam in weight room. Mr. Graham stated he did not believe they needed another balance beam and advised holding off on this item.

Precision Fitness - \$2,648.00

Motion by Mr. Thibault to approve. Mr. Gagnon seconded the motion. The motion carried unanimously.

110 Technology - \$137.44

Mr. McNamara made a motion to approve. Mr. Thibault seconded the motion. The motion carried unanimously.

Canon USA - \$354.98

PBC Minutes
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Mr. Jussaume made a motion to approve. Mr. Dooley seconded the motion. The motion carried unanimously.

Epson - \$119.99

Mr. Dooley made a motion to approve. Mr. Thibault seconded the motion. The motion carried unanimously.

Hewlett Packard - \$2,083.12

Mr. Thibault made a motion to approve. Mr. Dooley seconded the motion. The motion carried unanimously.

Invoices

U Select It - \$7,856.00 Invoice #165933

Mr. Thibault made a motion to approve the invoice as recommended. Mr. Jussaume seconded the motion. The motion carried unanimously.

WB Mason - \$25,118.00 – Invoice #628422

Mr. Thibault made a motion to approve as recommended. Mr. Gagnon seconded the motion. The motion carried unanimously.

Utilities Reimbursement

Mr. Stephenson stated he went back to the original submission to look at the distribution because the Town also had Trans Canada for their distribution. Hill International will be sending CTA a letter from the original submission package relative to this additional distributor as well.

There was a discussion on how to proportion these bills out and the discussion was that in July and August 2013 CTA had the building and should pay 100%; June 2014 – 25%.

Mr. Stephenson needed guidance on how to calculate the final readings. Mr. Broadhead discussed using 5% because CTA was in the auditorium and the stagecraft areas based on the occupancy of the building. Mr. Stephenson will update the committee next week.

BRR 5 & 6 have been voted on by the Committee and prepared for signature and then will be sent to the MSBA. BRR7 is being prepared for signatures.

Commissioning

The Commission meetings will extend out to November 13, 2014. Mr. Anderson is looking at the warranty versus the maintenance agreement to make sure there is no overlap between the two.

Miscellaneous Items

MSBA will be on site tomorrow for their final site visit.

The Committee asked Hill if they were still putting together the binder for omissions etcetera. There was a discussion on the manuals for the systems in the school and whether there would be an electronic version of each as well.

The Committee questioned the grate in the court yard and asked how the pitch on it was for ADA compliance. Mr. Schweitzer stated that since it's been paved the grade is fine.

Hill noted that the punch list items will be done in the afternoon and evening from 2p to 10p. The Committee stated that the Town is not paying premium time for any of this.

Mr. Graham reported that Sterling was used Tuesday and will be using them again on Thursday and will need them a few more days.

Mr. McNamara asked about the plaques for the ceremony on the 28th. Mr. Graham reported the plaques are up. The food will be provided by the cafeteria for the ceremony.

Electronic Sign – the final connections for the electronic sign have been put in place.

The Committee asked about the ductwork support on the roof for the HVAC. Mr. Peters has all the detail and is getting ready to issue direction to the Contractor. The PBC is concerned with penetration on the roof if this repair is done. Mr. Schweitzer discussed the walk ways up on the roof that lead to the units, however the Committee was still concerned about having leaks.

Monahan Restroom Project

An invoice from Watermark dated October 6, 2014 for additional work done on the feasibility. Mr. Thibault made a motion to pay the invoice from Watermark in the amount of \$3,148.50. Mr. Dooley seconded the motion. The motion carried unanimously.

Minutes

September 17, 2014 – The Chairman had several corrections to be made on the minutes. The secretary will make the corrections and bring them back to the Committee for approval.

September 24, 2014 – Mr. Thibault made a motion to approve the minutes as presented. Mr. Gagnon seconded the motion. The motion carried unanimously.

October 1, 2014 – Mr. Gagnon made a motion to approve the minutes as presented. Mr. Thibault seconded the motion. The motion carried unanimously.

October 8, 2014 – Mr. Thibault made a motion to approve the minutes as corrected. Mr. Gagnon seconded the motion. The motion carried unanimously.

Adjourn

Mr. Thibault made a motion to adjourn the meeting at 7:40 p.m. Mr. Dooley seconded the motion. The motion carried unanimously.

PERMANENT BUILDING COMMITTEE












