

**Permanent Building Committee
Minutes of December 2, 2015**

Present from the Permanent Building Committee: Ellis Neofotistos, Harvey Gagnon, Phil Thibault, and Michael McNamara. Recording Secretary Samantha Carver. The meeting was held at the Historical Society Building 1660 Lakeview Avenue, Dracut, MA.

Absent: Doug Dooley, Paul Jussaume

Also present: Steve Broadhead and Patrick Lydon from Hill International

The Chairman opened the meeting at 4:33p.m. Mr. Broadhead began the discussion on the agenda by referring to a memorandum from Paul DuRoss on the update of the project. The sanitary pumping design pricing would now be done 12/15/15. The Rooftop Dunnage is being suggested to go out to bid for the Town to get a more economical and competitive price. The Auditorium Seating there is no new information on delivery. Ball Field Infield Mix – CTA had material delivered last week, Emanouil Landscaping will be available over the next week to do this work for CTA.

Mr. Kalous emailed Paul DuRoss and Lyle Coghlin when he learned that the pricing for the sanitary line would not be in until 12/15/2015. Mr. Broadhead provided the Committee with a copy of the email Mr. Kalous sent 12/2/2015 at 4:02 p.m.

It was noted that MVG is going out to bid on the dunnage for the rooftop units.

The Committee began the review of the subcontractor evaluations. The Committee discussed each score individually and went in the following order:

Lighthouse Masonry – Score 100 – Motion by Mr. Thibault seconded by Mr. Gagnon to approve the score of 100 for Lighthouse Masonry as recommended. The motion carried with all in favor.

Cherry Hill Glass – Score 44 – Discussion was to add comments to the scoring as follows:

1. Detail of job suspect, poor craftsmanship and attention to detail;
2. Scheduling not delivered in timely fashion causing delay on project;
3. Inability to deal with other work trades. Had suggested a fix for an issue, then charged the town.
5. Over-priced and long delayed;
6. Not very responsive or helpful;
7. Very hard to get paperwork from subcontractor;
8. Was not clear line of command on contract staff.

Motion by Mr. Thibault to approve the score of 44 for Cherry Hill as recommended with comments as discussed added. Mr. Gagnon seconded the motion. The motion carried unanimously.

DePaoli Mosaic – Score 100 – Motion by Mr. McNamara to approve the score of 100 as recommended. Mr. Thibault seconded the motion. The motion carried with all in favor.

Wayne J. Griffin Electric – Score 86 – Motion by Mr. McNamara seconded by Mr. Gagnon to approve the recommended score of 86 after a brief discussion on Griffin. The motion carried with all voting in favor.

E. Amanti & Sons – Score 85 – The Committee discussed Section 3 on the evaluation form relative to Subcontractor Management. The Committee discussed changing the points to 9 and added a comment on working relationships and hold this submittal pending final PCO. Mr. McNamara made a motion to approve the amendment to the score to 83 and add the comment on working relationships and hold the submittal pending the PCO final. Mr. Gagnon seconded the motion. The motion carried unanimously.

P.J. Dionne Plumbing & Heating – Score 88 – Motion to approve the score of 88 for P.J. Dionne Plumbing & Heating as recommended. Mr. McNamara seconded the motion. The motion carried unanimously.

Delta Beckwith – Score 90 – Motion by Mr. McNamara to approve the score of 90 for Delta Beckwith. Mr. Gagnon seconded the motion. The motion carried unanimously.

K & K Acoustical Ceilings – Score 92 – Motion by Mr. McNamara to approve the score of 92 as recommended. Mr. Gagnon seconded the motion. The motion carried unanimously.

New Generation Painting – Score 80 – Motion by Mr. McNamara to approve the score of 80 as recommended. Mr. Gagnon seconded the motion. The motion carried unanimously.

Capital Carpet & Flooring – Score 81 – Motion by Mr. Thibault to approve the score of 81 as recommended. Mr. Gagnon seconded the motion. The motion carried unanimously.

West Floor Covering Inc. – the Committee was not familiar with this subcontractor; Mr. Broadhead will research and bring back further information on their participation on the project.

Aluminum & Glass Concepts – Score 91 – Motion by Mr. McNamara to approve the score of 91 as recommended. Mr. Gagnon seconded the motion. The motion carried unanimously.

Greenwood Industries – Score 89 – Motion by Mr. Thibault to approve the score of 89 as recommended. Mr. Gagnon seconded the motion. The motion carried unanimously.

Debrino Caulking Associates – Score 84 – Motion by Mr. Gagnon to approve the score of 84 as recommended. Mr. Thibault seconded the motion. The motion carried unanimously.

NH Steel Fabricators – Score 80 – The Committee had a discussion on NH Steel Fabricators noting a change order issue and that they had not given a credit on a change order back to the Town worth hardly anything compared to the cost of the fabrication in the boiler room. They also noted the estimate given on the dunnage. The Committee noted Section #5 Change Orders and changed the score to Poor 3 points making the score 76. Mr. Thibault made a motion to approve the amended score of 76 as discussed for NH Steel. Mr. Gagnon seconded the motion. The motion carried unanimously.

Whalley Computers

Mr. Broadhead discussed an outstanding balance on Whalley Computers and explained that apparently a purchase order had been over spent and they are looking into the matter with Whalley to verify the materials and how the purchase order was over spent by about \$6,000±

Mr. McNamara questioned whether the Superintendent or Business Manager knew about this item and whether they should be informed. It was suggested that they wait to see what Whalley Computer comes back with first. The extra charge could be for services which did not appear to be part of the original purchase order.

Next Meeting

The next meeting for the High School project would be December 23, 2015 at 4:30 p.m.

High School Fieldhouse Project

The Committee reviewed some questions that had come up on the bid documents for the fieldhouse project. There were several items that the Committee did not address and that Mr. Mason of ACS Architects needed answers for. The following items were discussed:

1. Estimated cost of project: \$300,000
2. File sub-bid – No Fire Protection Work
3. Suggested walk thru – 2/9/16 at 9:30 a.m. – not mandatory
4. Inquiries on bid documents – ACS and they provided their fax and email
5. General Bidder to start work within 5 days of execution of contract
6. Substantial Completion date – 120 calendar days;
7. Liquidated damages - \$500.00/day

Adjourn

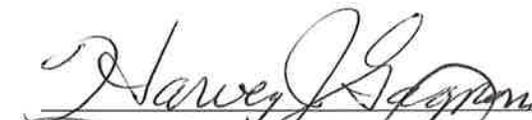
Mr. Thibault made a motion to adjourn the meeting at 6:15 p.m. Mr. Gagnon seconded the motion. The motion carried unanimously.

PERMANENT BUILDING COMMITTEE



Michael F. McNamara

Absent: Doug Dooley _____



Harvey J. Gagnon

Absent: Paul Jussaume _____