

**Permanent Building Committee
Minutes of July 13, 2016**

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

The Chairman called the meeting to order at 4:35 p.m.

Present from Hill International: Steven Broadhead
Present from Dracut Public Schools: Andrew Graham
Present from CTA: Paul DuRoss

Rooftop Dunnage

The Committee reviewed an email from Bill Peters of Mount Vernon Group relative to the update on the dunnage project. There was a meeting on June 30, 2016 to go over the logistics with Eagle Point on access from site to roof and setup areas for the crane when the materials arrive on site. A current schedule was attached and it was discussed what platform areas would be worked on first which would be the least amount of distraction if work lingered into when school was back in session. MVG had issued the Contractor a roof plan indicating areas of steel deck versus tectum deck for the storing of materials once lifted onto the roof. Mr. McNamara asked if there would be protection on the roof so the roof does not get damaged. Mr. Broadhead answered yes there would be. Mr. McNamara stressed that they wanted the roof protected and Mr. Neofotistos stated they should take pictures of the roof before and after this work is done.

There was a discussion on why this work hasn't been started yet. Mr. Broadhead stated that this was not a priority job for the Contractor and he had indicated that before however the Contractor is indicating that he will begin in August and be done by the end of September. Mr. Neofotistos asked if anything was owed to the Contractor by the Project Team? Mr. Broadhead responded no.

There was a discussion on this contract being signed in February and that not much has happened. The shop drawings have been done and some fabrication of the steel has been done. The galvanizing is a six week lead time. The Contractor had previously sent a PCO for additional grating locations and rails as required which was discussed with the Owner and verified as approved as additional scope at that time according to notes by Bill Peters. The Committee questioned this PCO request and would discuss in further detail later in the meeting.

Sanitary/Site Drainage Update

Sanitary and force main are installed, pumps are being installed this week. Pipe testing is going on the water line was redirected as it conflicted with the sewer line at one point. Good news no ledge was encountered laying the lines. Electrical work finished and a pressure test has been done as well as a vacuum on the lines and a water test was completed. Mr. Graham indicated that

he was without water at the site for five days due to the water test by DWSD. The Sewer Department has been out inspecting daily. Bill Maher of Nitsch Engineering was also on site today as the system was cut over. Training on the system is to be scheduled. Abandonment work to begin and the paving is scheduled to begin.

There was a discussion on the charcoal filter in the unit and what it takes to replace this filter and where it is located. Mr. Graham indicated that he would be getting a maintenance contract for this unit. He noted to Mr. Neofotistos that the grease trap needs to be emptied at the site.

The Committee reviewed CCD 177 for relocation of the water line on time and material. Mr. Neofotistos asked if we knew what the cost of this was going to be. Mr. DuRoss stated that he knows it took two days and that there were three guys the first day and a machine however did not have a figure for the Committee.

Mr. Neofotistos started questioning the depths of the water line versus the sewer line and Mr. DuRoss stated it was 107.09 and 106.82 but they did not have the figure where the "earth" was. Mr. Neofotistos stated that this should have been known by the Architect who designed this prior to. This water line was put in with the High School project drawn by the same Engineer and this is a cost that should not be coming to the Town. This should have been on the plan it was not an unforeseen condition!

The Committee reviewed the field reports of Nitsch and reviewed the pictures taken on site chronicling the work in progress.

PCO from Eagle Point Builders

The Committee reviewed a PCO from Eagle Point Builders in the amount of \$8,953.67 and if approved by the committee would become Change Order #1.

Again, Mr. Neofotistos stated that this should not be coming before the Committee. These units are on the roof and can be seen it's not an unknown circumstance, these walkways should have been drawn on the plan by the Engineer and discussed with staff prior to bidding. Mr. McNamara stated are these walkways needed or a convenience for the worker to get to one then the other. Mr. McNamara asked if these were being fabricated now. Mr. Broadhead stated yes. The Committee was surprised to learn this seeing that this change order was not approved by the Committee.

Before the Committee takes any action on this PCO, the Committee would like to see the plan showing this change on it.

Invoices

CTA Requisition #36 in the amount of \$197,859.80

Mr. Thibault made a motion to approve CTA Requisition #36 in the amount of \$197,859.80 for the Dracut High School project through June 2016. Mr. Gagnon seconded the motion. The motion carried unanimously.

Hill International - \$2,305.00

Mr. Thibault made a motion to approve Hill International's invoice in the amount of \$2,305.00 for project management services through June 2016. Mr. Gagnon seconded the motion. The motion carried with five members voting in favor and Mr. Dooley abstaining from the vote.

Next Meeting

The Committee discussed their next meeting date. The committee will meet on next Thursday to discuss the dunnage PCO issue and the CCD for the water line. They would like the Project Management Team to provide the plan of the roof with the units showing where the dunnage will be going and any changes that have been made, they would like to know what was bid on by the Contractor and what the additional work is. They would also like someone from the Design Team present for this meeting. The Committee will also meet on the Field House project with the Contractor and Town Counsel.

The Chairman indicated that the dunnage project will be first on the agenda at 4:30 p.m. and that the Field House would be at 5:00 p.m.

Mr. McNamara made a motion to postpone action on the dunnage and CCD on the water/sewer line until the meeting to be held Thursday July 21, 2016.

Adjournment

Mr. Thibault made a motion to adjourn the meeting at 5:42p.m. Mr. Jussaume seconded the motion. The motion carried unanimously.

PERMANENT BUILDING COMMITTEE



Michael B. McNamara





