

**Permanent Building Committee
Minutes of November 30, 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.

Also present: Steve Broadhead, Hill International, Paul Duross, CTA Construction, Andy Graham, Dracut Public Schools

The Chairman opened the meeting at 4:35 p.m.

Field House Project

Mr. Graham went over the requisition #2 received from APC Development Group as to percentage of work done on the project. He did not agree with the carpentry section however did note that the trusses were on site. After a discussion on how much carpentry would be done, he did agree with the percentage.

Mr. Thibault made a motion to approve Requisition #2 from APC Development in the amount of \$86,169.10 through November 30, 2016 as recommended by Mr. Graham. Mr. Gagnon seconded the motion. The motion carried unanimously.

Invoices

Mr. Graham presented some invoices for materials bought for the school store as previously voted upon by the Committee.

There were two invoices from Atlantic Plywood one for \$996.80 and \$2,222.97 totaling \$3,219.77 for the school store.

Mr. Thibault made a motion to approve Invoice 3583814-00 for \$996.80 for Atlantic Plywood. Mr. Dooley seconded the motion. The motion carried unanimously.

Mr. Thibault made a motion to approve Invoice #3591398-00 for \$2,222.97 for Atlantic Plywood. Mr. Dooley seconded the motion. The motion carried unanimously.

Mr. Graham presented three invoices from Richelieu for school store materials totaling \$528.49.

Mr. Thibault made a motion to approve Invoices DW72297, 937794A, DW72490 in a total amount of \$528.49 to Richelieu Boston for school store material. Mr. Gagnon seconded the motion. The motion carried unanimously.

Mr. Graham presented a picture and an estimate for a basic cash register for the school store. He suggested to the committee that a not to exceed figure of \$400 should cover the cost.

Mr. Thibault made a motion to approve the purchase of cash register for the school store in an amount not to exceed \$400.00. Mr. Gagnon seconded the motion. The motion carried unanimously.

Mr. Graham had two final quotes from Signet one for the projector for the library and one for the fiber optic cabling to the library.

The projector amount now is \$28,695 which is less than the original amount quoted by Signet.

Mr. McNamara made a motion to approve the quoted figure from Signet at \$28,695 for the library projector equipment. Mr. Thibault seconded the motion. The motion carried unanimously.

Mr. Graham stated that the Committee had previously voted on the fiber optic cable.

Rooftop Dunnage Access

Mr. Broadhead presented the change order #2 paperwork for signature in the amount of \$3,682.57 which the Committee voted on at the last meeting.

Mr. Broadhead stated that they had gone back to Eagle Point to renegotiate the figure for Change Order #3 and Eagle Point came down to \$7,000 which Mount Vernon Group agreed to pay a 1/3 and Hill International agreed to pay 1/3 leaving the Town to pay \$2,333. Mr. Broadhead stated he realizes this is more than what the Town wanted to pay however he stated they were trying to resolve the issue.

Mr. Gagnon made a motion to approve change order No. 3 for Eagle Point Builders in an amount not to exceed \$7,000. Mr. McNamara seconded the motion. The motion carried unanimously.

Evaluation – CTA Construction

The Committee had discussed at their last meeting that they would take another look at the evaluation for CTA Construction after having a conversation with CTA and Mount Vernon Group. The Committee went through each question again and each member cited their score as follows:

Ellis, Phil, Harvey, Doug, Mike, Paul

Question 1 – 26,26,26,26,27,26 - Average score = 26

Question 2 – 9,7,12,10,11,10 – Average score = 9.8

Question 3 – 9,6,12,10,11,11 – Average score = 9.7

Question 4 – 7,9,8,9,9,9 – Average score = 8.5

Question 5 – 6,7,8,8,7,7 – Average score = 7.2

Question 6 – 4,5,6,6,6,6 – Average score = 5.5

Question 7 – 4,3,5,5,4,4 – Average score = 4.2

Question 8 – 10,7,7,9,10,9 – Average score = 8.7

The Committee totaled up the score to come to 79.6. There was a discussion on rounding the numbers up to a whole figure. The Chairman will double check the math on the scoring. Once this is done, it will be sent to Hill International for it to be typed up with the comments as noted in the discussion for final signature.

Minutes

Mr. Thibault made a motion to approve the minutes of September 28, 2016 as corrected. Mr. Dooley seconded the motion. The motion carried unanimously.

Mr. Thibault made a motion to approve the minutes of October 12, 2016 as presented. Mr. Dooley seconded the motion. The motion carried unanimously.

Mr. Thibault made a motion to approve the minutes of October 26, 2016 as presented. Mr. Jussaume seconded the motion. The motion carried unanimously.

Mr. Thibault made a motion to approve the minutes of November 9, 2016 as presented. Mr. McNamara seconded the motion. The motion carried unanimously.

Police Department Building – Issue with Sprinkler System

The Committee reviewed information in their agenda packet relative to an issue at the Police Department building with the sprinkler system. The Building Inspector and Deputy Fire Chief have assessed the area and have made a few suggestions as to how to rectify the issue. The Building Inspector is keeping the PBC informed and does not require any action.

Adjourn

Mr. Thibault made a motion to adjourn the meeting at 6:35 p.m. Mr. Jussaume seconded the motion. The motion carried unanimously.

PERMANENT BUILDING COMMITTEE



The image shows five handwritten signatures in blue ink on a document with horizontal lines. The signatures are arranged in two columns. The left column contains three signatures: the top one is illegible, the middle one appears to be 'Michael F. ...', and the bottom one is 'Douglas J. Dooley'. The right column contains two signatures: the top one is 'Harvey ...' and the bottom one is 'Paul Jussaume'.