

# East Bridgewater High School Building Committee



## Meeting No. 28

Date & Time: 7:00 pm Monday 13 June 2011  
Location: East Bridgewater High School Library

### Attended (✓) Name, Affiliation

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#### East Bridgewater High School Building Committee

David Floeck, Chair	✓ Elizabeth Hayes
✓ Susan T. Cote, Vice-Chair	✓ George McCabe
✓ Patricia Coppola-Lugo	Theresa McNulty
Domenic DeAngelo	✓ Cheryl Pooler
John Haines	✓ Paul Vieira

#### *RFWalsh Collaborative Partners:*

✓ Joe Naughton  
Paul Kalous  
✓ Simon Tempest  
✓ Allyson Toner  
Inger Hamre-Foley

#### **Ai3:**

✓ Scott Dunlap  
Jim Jordan  
Troy Randall

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1. The meeting was called to order by Vice Chair, Susan Cote at 7:07PM.

#### Meeting Minutes

2. The committee voted to approve Meeting Minutes #27, dated May 23, 2011.
  - a. Motion – Paul Vieira
  - b. Second – Beth Hayes
  - c. Abstentions – George McCabe, Domenic DeAngelo
  - d. Vote – Approved

#### Geotechnical Peer Review

3. RFWCP reported that the Geotechnical and Structural Peer Reviews are in progress and are scheduled to be completed prior to the completion of construction documents. RFWCP will meet with the consultants this week for an update and will report back to the Committee.

#### Project Budget

4. RFWCP presented the 50% reconciled cost estimate to the committee. The 50% CD estimate came in slightly higher than the Schematic Design estimate as a result of escalation in the current market. Although RFWCP does not anticipate significantly higher bids, the Committee should be aware that if bids should come in higher than the estimate, minor adjustments will have to be made to stay within the project budget. The Committee should agree on what the bid alternates will be so they can be included in the construction documents. RFWCP and Ai3 have gone through a value engineering process to determine other possibilities for bid alternates that can be taken out of the construction documents without having an impact on the building itself. These items include reductions in landscaping and site improvements, electrical lighting in the auditorium, and the vegetated

roof. Also, it is possible that PM&C's estimate for the Waste Water Treatment Plant is more accurate than Fogarty's estimate which would decrease the variance thus lowering the reconciled estimate for this category.

5. RFWCP discussed the letter from John Delano and Associates regarding the fee to review the construction documents submitted to the Conservation Commission. As discussed and approved at the last meeting, John Delano and Associates has requested a fee of \$4,575 for review of the documents as they pertain to Wetlands Protection Regulations and necessary site inspections. RFWCP also discussed the letter from the Building Inspector regarding inspection fees for the new school. As previously discussed, the electrical and plumbing inspector for the Town of East Bridgewater are both part time employees and inspections on the new school will require additional workload for these employees. RFWCP recommended that the Committee vote to appropriate \$100,000 to cover the cost for building inspections and other permitting fees and to have this cost written into the contractor specifications. RFWCP discussed this with George Samia and Phyllis Terrell at the finance meeting this morning and they are in agreement. The Committee voted to have \$100,000 written into the contractor's specifications for building inspection fees and other permitting fees.
  - a. Motion – Beth Hayes
  - b. Second – George McCabe
  - c. Vote - Unanimous

#### Project Update

6. RFWCP reported that the Contractor Prequalification is near completion. The prequalification committee will be meeting on Monday, June 20 to take a final vote on the contractor evaluations to establish the final list of prequalified contractors. George McCabe expressed concern because the GC on a new school project in Westwood was terminated mid-project, delaying completion of the school. RFWCP and Ai3 indicated that the prequalification process requires firms to list any terminations or failures to complete projects. Most of the firms that have been able to sustain themselves through the current economy are financially stable and pose a low risk for default. Four of the General Contractors bidding on the East Bridgewater High School are very familiar with this particular model school (Whitman-Hanson) as a result of either bidding on or building similar models on multiple occasions. This should provide a competitive market among stable contractors who are eager to obtain this particular project. Both RFWCP and Ai3 have indicated that they have dealt with this issue in the past and, in the unlikely event that the GC awarded should need to be terminated, will take proper measures to keep the project on schedule.
7. Barbara Polese has developed a spreadsheet of all items on the site that should be removed or could potentially be re-used by other town organizations. Susan Cote and Paul Vieira have split up the list and have been meeting with clubs and organizations in town that may have interest in acquiring any of the items on this spreadsheet. David Floeck is arranging a meeting with the representatives from the town athletic leagues to look at items they may be interested in. Simon Tempest will meet with John Haines to discuss any remaining items. The Committee asked if it would be feasible to move the stadium lights to the baseball field. Ai3 does not recommend including the "Relocation of lights at the existing stadium" as part of the construction document requirements. This work could be completed in a more successful fashion by local volunteers or companies outside of the construction contract. Past experience indicates that including such a task in the construction documents can be expensive and result in a poor conclusion. The General Contractor is unlikely to exercise the same level of care that a local contractor or local volunteer group would. There will be a site meeting tomorrow at 2:30PM to discuss these issues further. The list of salvage items should be complete this week so it can be included in the GC specifications.
8. RFWCP distributed the revised project schedule and reviewed changes. Ai3 has indicated that 100% bid documents will be complete by June 24, 2011. The prequalification committee was able to improve on their schedule and meet this date for completion. A final list of prequalified contractors will now be approved June 20 and letters with an invitation to bid will be sent June 21. Filed sub-bid opening will now be July 19, and General Contractor bid opening will be August 2. Due to these schedule improvements, it is anticipated that the general

contractor will be awarded contract August 8, 2011, approximately one month ahead of schedule. These improvements will greatly benefit the construction schedule because it allows more time for foundations to be put in before the winter begins. This schedule will be posted to the website.

#### Accounts Payable

9. RFWCP met with George Samia, Phyllis Terrell, and Susan Cote this morning to review the consultant invoices submitted for payment for services during the month of May 2011. George Samia indicated at the meeting that the Town will receive the bonding for the new school project this week with an interest rate of 3.759%.
10. The Committee voted to approve Ai3 Invoice #0008B-1003 for Basic Services in the amount of \$345,229.51.
  - a. Motion – Beth Hayes
  - b. Second – Cheryl Pooler
  - c. Vote – Unanimous
11. The Committee voted to approve Ai3 Invoice #0009E-1003 for Extra Services in the amount of \$139,321.99.
  - a. Motion – George McCabe
  - b. Second – Paul Vieira
  - c. Vote – Unanimous
12. The Committee voted to approve RFWCP Invoice #101017-09 for Owner's Project Management services during the month of May 2011 in the amount of \$72,570.00. This invoice includes the AM Fogarty invoice for the 50% cost estimate in the amount of \$27,500.
  - a. Motion – Beth Hayes
  - b. Second – Paul Vieira
  - c. Vote – Unanimous
13. RFWCP presented the formal recommendation of payment for the Culp Design invoice #2010-94 in the amount of \$300.00. The approval of this invoice was voted at the last meeting.

#### Proprietary Items

14. Ai3 reviewed the proposed proprietary items discussed at the last meeting and the explanations provided for each of these items. Ai3 recommended, based on review and investigation of each proprietary item that it would be in the best public interest of the Town of East Bridgewater, for the Committee to vote to adopt the following items as proprietary:
  - a. SMART Technology's interactive whiteboards (SMARTBoards)
  - b. HP ProCurve switches
  - c. Waste Water Treatment Plant Membrane Batch Reactor (MBR) filtration system provided by BioProcess of Portsmouth, RI

The Committee voted to accept this recommendation and make these three items proprietary on the New East Bridgewater Junior/Senior High School building project.

- a. Motion – Susan Cote
- b. Second – Trish Lugo
- c. Vote - Unanimous

The School Committee will take a vote on these items at their meeting this Thursday, June 16.

## Meeting Schedule

15. The next meeting is scheduled for Monday, July 11, 2011 @ 7:00PM. The Committee should also schedule a meeting for July 25, 2011 to approve Filed sub-bids. A meeting has been scheduled for Monday, August 15, 2011 @ 7:00PM but the Committee should also schedule a meeting on Monday, August 8 to approve the General Contractor. Susan Cote will have Barbara Polese post these additional meeting dates at the Town Hall.

## Other Business

16. The Planning Board was scheduled to meet with PARE tonight for an informal discussion regarding issues with the project but the meeting was cancelled. This meeting has not been rescheduled at this time. The Planning Board formal hearing is scheduled for Monday, June 27. Since the construction documents are scheduled to be complete by this date, changes after this date may have to be issued as addendum. RFWCP will contact the Planning Board to hopefully reschedule the informal meeting so issues can be addressed prior to the formal hearing.
17. The School Committee should send an official letter stating that the skate park located on the high school site, built in memory of Peter Spagone's granddaughter, will be taken as part of the new school project.
18. The meeting was adjourned at 8:10PM.
  - a. Motion – Susan Cote
  - b. Second – Beth Hayes
  - c. Vote – Unanimous

## Future Meetings/Events:

Date	Time	Group	Location
14 Jun 11	2:30 PM	Site Plan Meeting	Superintendent's Office
21 Jun 11	2:00 PM	Prequalification Committee - Final	Superintendent's Office
22 Jun 11		<i>Final letters sent to prequalified contractors</i>	
27 Jun 11	7:00 PM	Planning Board Public Hearing	Town Hall
11 Jul 11	10:00 AM	Finance Meeting	Superintendent's Office
11 Jul 11	7:00 PM	EBHS Building Committee	Town Hall
12 Jul 11	2:00 PM	Pre-Bid Conference	EBHS
12 Jul 11	7:00 PM	Conservation Commission Hearing	Town Hall
21 Jul 11	2:00 PM	<i>Filed Sub-Bid Opening</i>	<i>EBHS Auditorium</i>
25 Jul 11	10:00 AM	Finance Meeting	Superintendent's Office
25 Jul 11	5:30 PM	EBHS Building Committee	Town Hall
25 Jul 11	7:00 PM	Planning Board Hearing	Town Hall
26 Jul 11	7:00 PM	Conservation Commission Hearing	Town Hall
2 Aug 11	2:00 PM	<i>General Contractor Bid Opening</i>	<i>EBHS Auditorium</i>
8 Aug 11	7:00 PM	EBHS Building Committee	Town Hall
15 Aug 11	10:00 AM	Finance Meeting	Superintendent's Office
15 Aug 11	7:00 PM	EBHS Building Committee	EBHS Library

*These notes will become part of the project record as written, unless corrections or additions are received in writing within 6 days of distribution.*