

East Bridgewater High School Building Committee



Meeting No. 31

Date & Time: 7:00 pm Monday 8 August 2011
Location: East Bridgewater Town Hall – 2nd Floor Conference Room

Attended (✓) Name, Affiliation

East Bridgewater High School Building Committee

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|-----------------------------|-----------------|
| ✓ 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

Ai3 Architects:

- ✓ Scott Dunlap
 - Jim Jordan
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1. The meeting was called to order by Chairman, David Floeck at 7:05PM.

Meeting Minutes

2. The Committee voted to approve Meeting Minutes #30, dated July 25, 2011.
 - a. Motion – Susan Cote
 - b. Second – Cheryl Pooler
 - c. Abstentions – David Floeck, Domenic DeAngelo, Cheryl Pooler
 - d. Vote – Approved

Local Approvals

3. RFWCP reported that the Planning Board gave approval of the Project, with a condition that a third lane be constructed on Plymouth Street and extend back to the parking lot on the site, at the public hearing on July 25, 2011. The Project reserved the right to go back to the Planning Board to present alternatives that would be more cost effective while still satisfying the Board's traffic concerns. The Committee discussed the Planning Board's decision and comments from the hearing. The results from the traffic studies show there is minimal impact on regular traffic on Plymouth Street and the Committee does not agree that an additional lane will solve the issues that the Planning Board addressed.
4. RFWCP discussed PARE's proposal to design the additional lane on Plymouth Street. The estimated cost for PARE to design is \$43,150. RFWCP will ask PARE to develop a schematic sketch for the Contractor to review and give an estimate of the cost to construct the lane. A rough estimate for construction of the lane is approximately \$800,000. Costs may vary and are dependent on many unknown factors such as permitting and

wetland replication that may be required. PARE will provide a conceptual estimate for the Committee. These costs are not included in the budget and would have to come out of the Project's Contingency. The Committee is concerned that this cost is too high and that it would not be a responsible decision for the Committee to expend such a significant amount of the Town's funds out of the Project's Contingency this early in the Project. The Committee agreed that the Project will go before the Planning Board again to demonstrate why they do not believe an additional lane is beneficial and present more cost effective alternatives with the intention of modifying the Special Permit. Alternatives were briefly discussed, including possibly having the School Department /Police Department provide a crossing guard during peak hours. The Committee will work with RFWCP, Ai3, and PARE to develop a strategy for the next Planning Board hearing presentation.

Bidding

5. RFWCP distributed the bid results from the general bid opening which took place on August 4, 2011. Three bids were received from Bacon Construction, J&J Contractors, and Fontaine Bros. Fontaine Bros. was the apparent low bidder with a total bid of \$66,538,000, which included all seven (7) alternates. The total approved construction budget for the Project is \$65,545,816, therefore will not allow all alternates to be accepted. RFWCP made a recommendation that the Committee accept alternates 1, 2, 3, and 4, which would still leave Fontaine with the low bid of \$65,409,000. RFWCP recommended that the Committee award the construction contract to Fontaine Bros., Inc. As the project moves forward, RFWCP and Ai3 will work with the Contractor to develop a strategy to scale down alternates 5 and 6 to possibly include as a change order later on. Fontaine Bros. has indicated that they would show Ai3 where the costs are coming from in these alternates and work with Ai3 to negotiate a price for a change order if needed.
6. The Committee voted to award the construction contract for the New East Bridgewater Junior/Senior High School project to Fontaine Bros., Inc. in the amount of \$65,409,000 which includes alternates 1, 2, 3, and 4.
 - a. Motion – Susan Cote
 - b. Second – Patricia Lugo
 - c. Vote – Unanimous
7. The Committee voted that Chairman, David Floeck sign the Notice of Award letter to Fontaine Bros., Inc. RFWCP will send the signed letter to David Fontaine tomorrow.
 - a. Motion – Domenic DeAngelo
 - b. Second – Susan Cote
 - c. Vote – Unanimous
8. RFWCP reported that two protest letters from sub-contractors indicating possible protests were received but no official bid protests have been filed.

Project Budget

9. All invoices that are brought to the Committee for approval are sent to each member for review the Thursday before the meeting and are also reviewed with RFWCP by Susan Cote, Patricia Lugo, George Samia, Phyllis Tirrell, and Marilyn Thompson the morning before the Building Committee meeting. The Committee decided that invoices would not be discussed in detail at each Building Committee unless there is an issue.

10. Committee voted to approve RFWCP Invoice #101017-11 in the amount of \$55,973.75 for Project Management services during the month of July 2011. This invoice includes the A.M. Fogarty Invoice in the amount of \$10,800 for the final cost estimate.
 - a. Motion – Domenic DeAngelo
 - b. Second – Cheryl Pooler
 - c. Vote – Unanimous

11. The Committee voted to approve Ai3 Invoice #0010B-1003 in the amount of \$55,473.97 for Basic Services during the month of July 2011.
 - a. Motion – George McCabe
 - b. Second – John Haines
 - c. Vote - Unanimous

12. The Committee voted to approve Ai3 Invoice #0011E-1003 in the amount of \$108,914.56 for Extra Services during the month of July 2011.
 - a. Motion – George McCabe
 - b. Second – John Haines
 - c. Vote – Unanimous

13. The Committee voted to approve Weidlinger Associates Invoice #21124046-1 in the amount of \$7,000 for the Geotechnical Peer Review that confirmed the foundation design is appropriate for the particular soil conditions on the site. The final report was distributed electronically with the invoice.
 - a. Motion – Cheryl Pooler
 - b. Second – John Haines
 - c. Vote – Unanimous

Legal

14. Project Counsel, Garrity is in the process of preparing the Construction Contract. Garrity is also Fontaine Bros' attorney. RFWCP should recommend a legal counsel to the Committee in the event that a legal matter should arise between the Town of East Bridgewater and Fontaine Bros., Inc. in the future. Unless an issue arises however, the Committee does not need to procure another attorney for the Project at this time.

Athletic Fields

15. Paul Vieira is requesting that the construction fence be built on the other side of the softball field at the high school so the field can be used during construction. This will be discussed with the Contractor at the kick-off meeting.

16. The well at Church Street was discussed. Without a well, the field would be difficult to maintain. The Athletic Fields Sub-committee should attend a meeting with Youth Baseball to discuss field options. The meeting date and time is to be determined. The Soccer Board has asked the Committee if the Project's budget allows for funding of a new field that can be used by the Town. The Town owns the property on Church Street. Well restoration costs would have to come out of the Project's contingency if approved. The Committee agreed that this issue is between the School Department and the Town and does not need to be addressed at this time but it will be looked at next Spring.

Upcoming Meetings

17. The Pre-Construction Kick-off meeting with Fontaine Bros., Inc. is scheduled for next Tuesday, August 16th, 2011 at 11AM. The beginning of the meeting will be reserved for introductions of the Project Team and key personnel from the Town should attend. The date of the ceremonial Ground Breaking will be determined after the kick-off meeting.
18. Contractor Pay Requisitions are legally obligated to be paid within 15 days of receipt. The Committee should schedule meetings around the Contractor's payment schedule with flexibility, as to not delay payments. Schedule of Payments will be discussed with the Contractor and a date for final sign-off will be agreed upon. After final sign-off by the Contractor, RFWCP will have approximately one week to review the requisitions and recommend approval by the Committee. Payment requisitions and all other invoices for Work performed the month prior, will be combined into a Monthly Invoice Package by RFWCP with a summary sheet and sent to the Committee for review before the HSBC meeting. The Building Committee will meet on a monthly basis and the meeting schedule will be determined once a date for final sign-off has been established. After the Committee has voted approval of payment, George Samia will sign the requisitions and payment will be made by the Town.
19. The Building Committee meeting scheduled next Monday, August 15, 2011 has been cancelled. The next time the Committee will meet is Monday, September 12, 2011 @ 7:00PM in the High School Library. A meeting schedule will be determined once the Contractor is hired and the payment procedure has been established.

Other Business

20. A letter from the HSBC has been sent to Peter Spagone regarding the removal of the Skylur J. Spagone Skate Park for the new school.
21. The existing high school bleachers have been removed from the site and relocated.
22. The meeting was adjourned at 8:25PM.
 - a. Motion – John Haines
 - b. Second – George McCabe
 - c. Vote – Unanimous

Future Meetings/Events:

Date	Time	Group	Location
15 Aug 11	10:00 AM	Finance Meeting – Sign Construction Contract	Superintendent's Office
16 Aug 11	9:30 AM	Site Plan Meeting (Traffic Study Review)	Superintendent's Office
16 Aug 11	11:00 AM	Pre-Construction Kick-off Meeting	Town Hall
30 Aug 11	11:00 AM	Site Work Kick-off Meeting	Superintendent's Office
30 Aug 11	1:00 PM	Pre-Construction Coordination Meeting	Superintendent's Office
12 Sept 11	10:00 AM	Finance Meeting	Superintendent's Office
12 Sept 11	7:00 PM	EBHS Building Committee	EBHS Library
13 Sept 11	1:00 PM	Construction Meeting	Superintendent's Office
13 Sept 11	3:00 PM	Groundbreaking Ceremony	EBHS

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