

East Bridgewater High School Building Committee



Meeting No. 36

Date & Time: 7:00 pm Monday 9 January 2012
Location: East Bridgewater High School - Library

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 |
| ✓ Greg Gurney (non-voting) | ✓ Paul Vieira |
| ✓ Stephen Harper (non-voting) | |

RFWalsh Collaborative Partners:

- ✓ Simon Tempest
- ✓ Allyson Toner
- Joe Naughton
- Paul Kalous

1. The meeting was called to order by Co-Chair, Susan Cote at 7:12PM.

Meeting Minutes

2. There were not enough voting members present who attended the meeting on November 14, 2011 to vote on Meeting Minutes #35. The Committee will vote on these minutes at the next meeting.

Project Update

3. Simon Tempest gave an update on the project progress. Site structural fill and pre-load of Phase 1 Part 2 is now 100% complete. Pre-load installation of Part 2 began December 5th and was in place December 9th. The pre-load was monitored in place for any potential settlement starting December 5th and final survey data was collected today, January 9th. The building site sub grade is now permanently stabilized in accordance with the Geotechnical Engineer's (PARE) design. The entire structural fill and pre-load process has been monitored by the Geotechnical Engineer who is on site daily. The Geotechnical Engineer has given approval that the Pre-load material for Phase 1, Part 2 can now be removed. The material will be stockpiled on site to be used for raising grades in future phases of the project. Work on foundations commenced in Part 1, which includes Sections D & C, of the building on the structural fill that was installed back in October. Foundations Section D, which houses the Gym, is now 95% complete. Foundations Section C, which includes the Auditorium, is 60% complete. Once the pre-load in Part 2 of the building has been removed, foundation work will commence in Part 2 of the building, which includes Sections B & A. Foundations are scheduled to be complete by the end of February with steel erection commencing immediately thereafter. Work on the force main sewer line to the Middle School on Central Street is complete for the season, which is ahead of schedule. The pump station is scheduled to be online by next summer. The mild winter has meant that we have had minimal disruption to the site work and although heavy rain has at times impacted the site, work on the project's critical path schedule is being maintained.

Quality Control

4. RFWCP reported that the Geotechnical Engineer, PARE is on site daily monitoring earthwork and excavation related to foundations to ensure conformance with design. RFWCP continues to monitor PARE's budget for construction testing. PARE has billed \$21,513.25 to date of the \$109,560 budgeted. PARE will continue to be on site as needed to test footings for building foundations. Reports are being received and reviewed by RFWCP, Ai3, Fontaine, and the Building Inspector. Briggs is on site daily testing concrete and rebar for foundation work. Test reports from Briggs are also being received and reviewed.

Local Approvals

5. John Haines and John Cowan are scheduled to meet with Roy Gardner, the Chairman of the Planning Board, tomorrow to discuss potential alternatives to solve the safety issue addressed by the board.

Certified Payrolls

6. The Contractor has reviewed the letter sent by RFWCP regarding the Town's request for certified payrolls for truckers and the issue is being dealt with by Town Counsel and the site contractor's attorney.

Wastewater Treatment Facility

7. The Committee discussed the operation of the wastewater treatment plant. Susan Cote discussed the Community Innovation Grant Program that is being offered by the state that would provide financial support to municipalities who demonstrate a strategy to improve the efficiency of local government services to achieve cost savings. The Town is looking into potentially starting a town-wide facilities and operations department that would combine IT and maintenance services for all Town buildings and Schools. There are currently two consultants developing the proposal for the grant. If the proposal is accepted and the Town decides to start this department, the person hired for this position could potentially be responsible for operation of the wastewater treatment facility, depending on the scope of services the new system calls for. This is something to look into, particularly when developing the RFP for the position. George McCabe asked about the new system's capacity and if there is potential to add surrounding commercial buildings which could offset some of the operational costs of the facility. Cheryl Pooler indicated Carriage Crossing has expressed interest in connecting to the system if possible. The capacity of system was designed based on DEP requirements but, if tank capacity is proven to be underutilized once the system is online, DEP could potentially allow additional buildings to be added. RFWCP will look into how long DEP would require the tanks to be monitored and the feasibility of adding other buildings to the system. RFWCP contacted Martinage Engineering for information that would be included in an RFP for this position. Martinage designed a similar wastewater treatment plant for Wayland that was just recently built. The Committee and RFWCP will look into contacting Wayland for advice on how they handled the start-up of their system and possibly a site visit to the plant. The construction documents indicate that the Contractor is responsible for pumping until the system is online. RFWCP will look into who is responsible for the system once it is online, but before the new school is complete. Pumping slips show that additional flow is still being pumped from an unknown source from the Central School. RFWCP is waiting for a formal submission from the site contractor with information regarding flows tested when the water was shut off at both Central and High Schools. Once this information has been received, the source of the flow will continue to be investigated so that if there are any issues, they can be dealt with during construction.

Project Budget

8. RFWCP reported that the Project Funding Agreement – Bid Amendment is still in progress. The draft of the Amendment has been received and RFWCP has a conference call with the MSBA on Wednesday to discuss.
9. RFWCP explained the approval process for change orders. Change orders will only be approved by the Committee. RFWCP will provide a change order request log as well as a risk log (potential change order requests) so each item and potential cost can be identified for the Committee's review. To date there have been two legitimate change order requests submitted related to additional steel with a total amount of \$11,287, which is

minimal at this stage of the project. These are currently being reviewed by the Architect and his engineers/consultants. There are two other potential change order requests that are still being worked out by the Contractor, to determine if they are legitimate.

10. The December 2011 Monthly Invoice Package was reviewed at the finance meeting this morning with George Samia, Phyllis Tirrell, Marilyn Thompson, Susan Cote, and Trish Lugo.
11. Committee voted to approve RFWCP Invoice #101017-16 in the amount of \$42,100.00 for Project Management services during the month of December 2011.
 - a. Motion – Paul Vieira
 - b. Second – Cheryl Pooler
 - c. Vote – Unanimous
12. The Committee voted to approve Ai3 Invoice #0015B-1003 in the amount of \$29,780.64 for Basic Services during the month of December 2011.
 - a. Motion – Cheryl Pooler
 - b. Second – Paul Vieira
 - c. Vote - Unanimous
13. The Committee voted to approve Ai3 Invoice #0016E-1003 in the amount of \$10,300.58 for Authorized Supplemental Services during the month of December 2011. This invoice includes previously approved reimbursable expenses including "Green Design Efforts", which is now 100% complete, printing of bid documents, work on the Force Main at Central Street (Ai3 Contract Amendment #3), as well as PARE's fee for geotechnical construction monitoring services (Ai3 Contract Amendment #7).
 - a. Motion – Paul Vieira
 - b. Second – Susan Cote
 - c. Vote – Unanimous
14. RFWCP informed the Committee that Fontaine's Application for Payment includes steel material costs for Zone D in the amount of \$293,000. RFWCP explained to the Committee that this material is off site, however Fontaine has already purchased the material directly from the steel supplier and has obtained transfer of title documentation that is included in the payment requisition. The Committee voted to approve Fontaine Bros' Application for Payment #4 in the full amount of \$1,440,456.03 for Work completed during the month of December 2011.
 - a. Motion – Cheryl Pooler
 - b. Second – Trish Lugo
 - c. Vote – Unanimous
15. The Committee voted to approve the following Briggs Engineering invoices in the total amount of \$2,984 for construction testing services through December 17, 2011.
 - a. Briggs Engineering invoice #57785 in the amount of \$286.00, dated 10/29/11.
 1. Motion – Cheryl Pooler
 2. Second – Susan Cote
 3. Vote – Unanimous
 - b. Briggs Engineering invoice #58037 in the amount of \$1,213.00, dated 11/19/11.
 1. Motion – Susan Cote
 2. Second – Cheryl Pooler
 3. Vote – Unanimous

- c. Briggs Engineering invoice #58151 in the amount of \$145.00, dated 11/26/11.
 - 1. Motion – Susan Cote
 - 2. Second – Cheryl Pooler
 - 3. Vote – Unanimous

- d. Briggs Engineering invoice #58307 in the amount of \$416.00, dated 12/3/11.
 - 1. Motion – Susan Cote
 - 2. Second – George McCabe
 - 3. Vote – Unanimous

- e. Briggs Engineering invoice #58407 in the amount of \$468.00, dated 12/10/11.
 - 1. Motion – Susan Cote
 - 2. Second – George McCabe
 - 3. Vote – Unanimous

- f. Briggs Engineering invoice #58489 in the amount of \$456.00, dated 12/17/11.
 - 1. Motion – Susan Cote
 - 2. Second – Cheryl Pooler
 - 3. Vote – Unanimous

New Business

- 16. New members Greg Gurney and Steve Harper will go to the Town Hall to be officially sworn in as a member of the building committee. The official meeting minutes from the School Committee meeting where the vote was taken to appoint the new members are required by the Town Clerk for this to occur.

- 17. Steve Harper asked that a summarized project schedule with critical path items be brought to future meeting for the Committee.

- 18. The meeting was adjourned at 8:25PM.
 - a. Motion – Susan Cote
 - b. Second – Trish Lugo
 - c. Vote – Unanimous

Future Meetings/Events:

Date	Time	Group	Location
17 Jan 12	1:00 PM	Construction Progress Meeting	RFWCP Site Trailer
31 Jan 12	1:00 PM	Construction Progress Meeting	RFWCP Site Trailer
13 Feb 12	10:00 AM	Finance Meeting	Superintendent's Office
13 Feb 12	7:00 PM	EBHS Building Committee	EBHS Library
14 Feb 12	1:00 PM	Construction Progress Meeting	RFWCP Site Trailer
28 Feb 12	1:00 PM	Construction Progress Meeting	RFWCP Site Trailer
12 Mar 12	10:00 AM	Finance Meeting	Superintendent's Office
12 Mar 12	7:00 PM	EBHS Building Committee	EBHS Library
13 Mar 12	1:00 PM	Construction Progress Meeting	RFWCP Site Trailer
27 Mar 12	1:00 PM	Construction Progress Meeting	RFWCP Site Trailer

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