

East Bridgewater High School Building Committee



Meeting No. 44

Date & Time: 7:00 pm Monday 19 November 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 |
| Dave Foley | ✓ Kevin Smith |
| ✓ Greg Gurney | ✓ Paul Vieira |

Collaborative Partners:

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

Ai3 Architects:

Scott Dunlap
Daren Sawyer
Chelsey Masters

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1. The meeting was called to order by Co-Chair, Susan Cote at 7:04 PM.

Meeting Minutes

2. The Committee voted to approve meeting minutes #42, dated September 10th, 2012.
 - a. Motion – Trish Lugo
 - b. Second – Kevin Smith
 - c. Abstentions – Theresa McNulty
 - d. Vote – Approved

3. The Committee voted to approve meeting minutes #43, dated October 15th, 2012.
 - a. Motion – Greg Gurney
 - b. Second – Paul Vieira
 - c. Abstentions – Theresa McNulty, Kevin Smith, Trish Lugo
 - d. Vote – Approved

Project Update

4. Simon Tempest gave an update on the project progress.
 - a. Exterior masonry is almost complete with only the South elevation of the Gymnasium remaining. The target date for completion of all exterior masonry is 12/1. Roof installation is nearly complete except for the shingled roof at the Gymnasium, which is now in progress as the weather permits. Window installation is 90% complete. Curtain wall installation will be ongoing in the Cafeteria and Fitness Center over the next couple weeks. Two separate window tests have been performed and have passed with no issues.

The building envelope is on schedule to be tight to the weather before the winter. Temp heating system has been installed and will be turned on by the end of next week which will allow interior work to continue throughout the winter. Overall the Project is on schedule.

- b. Dimensional issues with the relationship of the tanks in the Wastewater Treatment building have caused further delays in the construction of the WWTP. Tanks are out of alignment in the ground so that connections between tanks are not straight. FBI and CP have met with Ai3, Martinage Engineering, and PARE and have come up with a solution to rotate the WWTP 4ft so that only three of the four tanks installed need to be relocated. All cost associated with the change are the responsibility of the Contractor and the Site Contractor, CC Construction, who installed tanks incorrectly. Construction of the retaining wall is in progress and tanks will be repositioned when this work is complete.
- c. Ai3 is working on the re-design of the concession building and will submit revised plans to the Contractor for pricing. The goal is to reduce the cost to construct the building so that it may be included as part of the project. The concession building was originally bid as an alternate and was not able to be accepted when the bids were received. Ai3 is working with their engineers to lower costs of this building to allow the alternate to be added to the project. Fontaine has agreed to work with CP and Ai3 to reduce the cost of this building as much as possible.
- d. The seating for the lecture hall was not included in the original contract documents in an effort to reduce construction costs. This was a decision made by the Building Committee during design. CP has been asked to look into the cost to furnish this space. The School Department would prefer that this space have the ability to be used as a Lecture Hall. Originally it was planned to be used as a Chorus Room. The cost of the lecture hall seating at Natick High School was \$50,000. CP is looking into the most cost effective way to include the lecture hall seating into the project.
- e. Phase II, which includes site demolition of the existing football field and stadium, will begin ahead of schedule starting 12/3. The student parking lot will be taken by the Contractor in the Spring and temporary parking will be located in the front of the existing high school to accommodate students for the remainder of the school year (April and May 2013). The field lights are shown to be removed by the Owner according to construction documents. Youth Soccer has requested the field lights to be used at the Belmont Street fields. The cost to relocate the field lights is approximately \$6,500 and is not currently included in the contract. David Floeck is working on getting approval from the Town to install the light poles. CP noted that the Town would have to dispose of the light poles regardless and it would benefit the Town to reuse these light poles. The Committee agreed to pay to relocate the light poles as part of the Project.

Project Budget

5. Collaborative Partners distributed and reviewed the updated Project Budget and reported that, overall the Project is on Budget.
6. Collaborative Partners distributed and reviewed the updated Potential Change Order (PCO) Log. The following Change Order Requests (CORs) were discussed.
 - a. COR #12 – Sewer Force Main Conflict Near Middle School, in the amount of \$11,514.50. This request, submitted by the site contractor back in September 2011, is for additional time required during installation of the sewer force main on Central Street near the Middle School. During excavation the site contractor encountered conflicts in the road that were not indicated on the drawings and was forced to stop excavation work, backfill excavated area, and provide temporary pavement for weekend travel while waiting for direction and approval on how to proceed with the work. This request is one of two submitted for delays due to roadwork conflicts. Both claims were originally rejected by the engineers who stated that the costs incurred were a result of non-conformance with the Contract Documents. CP recommended that

the Committee approve the lower of the two claims (COR #12) submitted for this issue. CP had a representative on site that witnessed this work performed by the site contractor and confirmed that the utilities encountered during roadwork were not marked on the utility plans which resulted in the site contractor incurring additional costs due to these delays and additional work required. CP noted that the Site Contractor would be willing to withdraw the higher of the two claims (COR #10) in the amount of \$14,466.06, should the Committee agree to approve COR #12.

- b. COR #43R1 – Change in Glass at Exterior Doors per RFI #222, in the amount of \$9,821.86. The Committee discussed that this claim is due to a design error and believe the Architect should have included this type of glass in the original documents. CP will notify Ai3 of the Committee's position regarding this claim. CP noted that design errors and omissions are tracked throughout construction and if the Committee feels that the total change orders due to design errors is higher than anticipated, then further discussions can take place with Ai3 and CP to resolve.
 - c. COR #50 – Additional Double Convection Oven Omitted from COR #16, in the amount of \$13,622. This additional oven was requested with the original kitchen equipment modifications, submitted previously as COR #16, #17, & #18, but was omitted from the estimate. Kitchen modifications still resulted in an overall net credit even with the cost of this additional oven. This COR has been reviewed by Ai3 and engineers and has been recommended for approval.
 - d. COR #49R1 – Repair Existing Broken Sewer Line at Central School. Pricing was revised to \$5,284 and resubmitted by Fontaine for review by Ai3 and PARE. This work has been completed and, although this was an existing Town issue, the Committee agreed that they would pay for this repair as part of the project.
 - e. COR #53 – Addition of NORA Visually Impaired Strips at all Stairs, in the amount of \$27,169.18. This change was a request by the School Department to accommodate visually impaired students. Similar strips are currently installed at stairwells the Middle School. CP is looking into ADA requirements for stairwells. If the strips only need to be installed on the tread, the cost of this COR may go down.
 - f. A claim in the amount of \$61,938 due to an issue with the proximity of an electrical panel and an emergency shower was avoided. CP, Ai3, and the Contractor resolved the issue in the field without any cost to the owner.
7. Change Order #3 was issued by Ai3 and resulted in an overall net credit to the owner in the amount of \$126,349.72. Change Order #3 includes:
- a. COR #12 – Additional costs associated with sewer force main structure conflicts in the amount of \$11,514.50.
 - b. COR #22R2 – Furnish and install wireless scoreboard upgrades in the amount of (-\$732.00).
 - c. COR #40 – Credit for septic sand not required at the Middle School in the amount of (-\$14,349.80).
 - d. COR #41 – Additional fencing at the Middle School & WWTP in the amount of \$8,978.97.
 - e. COR #42 – Additional waterproofing at acid waste tank in the amount of \$1,645.54.
 - f. COR #43R2 – Change in glass at exterior doors in the amount of \$9,821.86
 - g. COR #46 – Install vent piping at leach area for the WWTP in the amount of \$2,201.08.
 - h. COR #47 – Credit for binder and finish paving thickness reduction in the amount of (-\$159,052.25).

The Committee voted to approve Change Order #3 in the amount of -\$126,349.72.

- i. Motion – Beth Hayes
- ii. Second – Paul Vieira
- iii. Vote – Unanimous

8. Simon Tempest presented the October 2012 Monthly Invoice Package. All invoices were sent to the Committee for review 11/16/12 and were reviewed at the Finance Meeting this morning with George Samia, Phyllis Tirrell, Marilyn Thompson, Susan Cote and Trish Lugo.
 - a. The Committee voted to approve Collaborative Partners Invoice #101017-26 in the amount of \$44,565.00 for Owner's Project Management services during the month of October 2012.
 - iv. Motion – Susan Cote
 - v. Second – Trish Lugo
 - vi. Vote – Unanimous
 - b. The Committee voted to approve Ai3 Invoice #0025B-1003 in the amount of \$18,451.66 for Basic Services during the month of October 2012.
 - i. Motion – Susan Cote
 - ii. Second – Beth Hayes
 - iii. Vote – Unanimous
 - c. The Committee voted to approve Fontaine Bros' Application for Payment #14 in the full amount of \$2,567,421.67 for Work completed during the month of October 2012.
 - i. Motion – Susan Cote
 - ii. Second – Trish Lugo
 - iii. Vote – Unanimous
 - d. The Committee voted to approve the following Briggs Engineering invoices in the total amount of \$3,348.00 for construction testing services through October 20, 2012.
 1. Briggs Engineering invoice #62216 in the amount of \$100.00, dated 9/22/12.
 2. Briggs Engineering invoice #62473 in the amount of \$2,364.00, dated 10/6/12.
 3. Briggs Engineering invoice #62659 in the amount of \$884.00, dated 10/20/12.
 - i. Motion – Beth Hayes
 - ii. Second – Susan Cote
 - iii. Vote – Unanimous

Wastewater Treatment Plant

9. The School Department is in the process of turning over ownership of the Wastewater Treatment Plant to the Town and it was voted by the School Committee at meeting 11/15. The Contractor will operate the plant until the building is turned over to the Town. The Contractor intends to use an operator selected by the Town to run the plant during this time. The Board of Health is currently working with DPW to procure an operator. The Contractor anticipates that the plant will be operational in the Spring of 2013.

Local Approvals

10. The third lane requested by the Planning Board has been designed by PARE and drawings have been provided by Ai3 and PARE. Plans are being reviewed for the total impact that construction of a third lane in this location will have on the project.

Signage

11. CP reported that dedicated names for the Performing Arts Center, Gymnasium, and Library will need to be determined as soon as possible so signage can be released for fabrication. The Committee agreed that this is something that should be discussed and decided by the School Committee. Susan Cote will put this on the agenda for the next School Committee meeting. Street names for corridors should also be decided soon.

Furniture, Fixtures & Equipment (FF&E)

12. The furniture mock-up was installed in two classrooms at the High School and the Committee reviewed after the meeting. Programming is now complete and Integrated Contract Design, the FF&E consultant, is in the process of putting together the FF&E Bid Package. ICD anticipates the bid will be released mid-December. Currently the FF&E Program exceeds the MSBA budget amount of \$1,200/student, which was anticipated. Other new school projects have exceeded this amount and chose to move contingency funds into the FF&E budget to cover additional costs. Susan Cote suggested to the Committee to use the credits recently received from Change Orders to cover FF&E costs since the \$1,200/student is not sufficient to appropriately furnish the new building and meet the educational needs of the students. Susan Cote has directed ICD to proceed with releasing the bid with the current program that has been developed over the past few months, although it is over the current budget. Items can be removed from the program after the bids come in if the Committee chooses not to move contingency funds to FF&E. The Committee agreed that it is important that the school is properly furnished when it opens. ICD conducted a walkthrough at the High School to inventory all existing furniture and equipment that can be reused in the new building. The walkthrough at the Middle School will be rescheduled. The Central Office is not included in the FF&E program. All existing Central Office furniture will be reused in the new space. Grounds maintenance equipment is not included in the program or reimbursable by the MSBA. CP met with Maintenance staff and DPW to determine equipment needs.

Other Business

13. Simon Tempest reported that the MassDOT permit was received today and CP will be filing the permit at the Registry of Deeds tomorrow. A pre-construction meeting will be scheduled with MassDOT next week. This permit was required for site paving to begin. Site paving can now take place before the winter.

14. The meeting was adjourned at 8:30PM.

- a. Motion – Susan Cote
- b. Second – Beth Hayes
- c. Vote – Unanimous

Future Meetings/Events:

Date	Time	Group	Location
19 Nov 12	7:00 PM	Building Committee Meeting	EBHS Library
20 Nov 12	8:00 AM	Furniture Mock-up Removed	EBHS – Rm. 301 & 303
20 Nov 12	1:00 PM	Construction Progress Meeting	CP Site Trailer
27 Nov 12	1:00 PM	Construction Progress Meeting	CP Site Trailer
04 Dec 12	1:00 PM	Construction Progress Meeting	CP Site Trailer
10 Dec 12	10:00 AM	Finance Meeting	Superintendent's Office
10 Dec 12	7:00 PM	Building Committee Meeting	EBHS – Library
11 Dec 12	1:00 PM	Construction Progress Meeting	CP Site Trailer
18 Dec 12	1:00 PM	Construction Progress Meeting	CP Site Trailer
8 Jan 13	1:00 PM	Construction Progress Meeting	CP Site Trailer
9 Jan 13	7:30 AM	MSBA Site Visit	CP Site Trailer

14 Jan 13	10:00 AM	Finance Meeting	Superintendent's Office
14 Jan 13	7:00 PM	Building Committee Meeting	EBHS – Library
15 Jan 13	1:00 PM	Construction Progress Meeting	CP Site Trailer
22 Jan 13	1:00 PM	Construction Progress Meeting	CP Site Trailer
29 Jan 13	1:00 PM	Construction Progress Meeting	CP Site Trailer
5 Feb 13	1:00 PM	Construction Progress Meeting	CP Site Trailer
11 Feb 13	10:00 AM	Finance Meeting	Superintendent's Office
11 Feb 13	7:00 PM	Building Committee Meeting	EBHS – Library
12 Feb 13	1:00 PM	Construction Progress Meeting	CP Site Trailer
19 Feb 13	1:00 PM	Construction Progress Meeting	CP Site Trailer
26 Feb 13	1:00 PM	Construction Progress Meeting	CP 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.