

# East Bridgewater High School Building Committee



## Meeting No. 53

Date & Time: 7:00 pm Monday 13 May 2013  
Location: EBHS – Library

### Attended (✓) Name, Affiliation

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#### 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 (CP):

- ✓ Simon Tempest
  - ✓ Allyson Toner
  - Joe Naughton
  - Paul Kalous
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1. The meeting was called to order by Chairman, David Floeck at 7:03PM.

#### Meeting Minutes

2. The Committee voted to approve meeting minutes #50, dated April 8, 2013.
  - a. Motion – Beth Hayes
  - b. Second – George McCabe
  - c. Abstentions – Paul Vieira
  - d. Vote – Approved
3. The Committee voted to approve meeting minutes #51, dated April 22, 2013.
  - a. Motion – Susan Cote
  - b. Second – Greg Gurney
  - c. Abstentions – Dave Foley, Beth Hayes, George McCabe, Theresa McNulty
  - d. Vote – Approved

#### Project Budget

4. CP distributed the updated Project Budget. CP reported that updates have been made to the Risk Log, and the third lane required by the Planning Board is significantly reducing the remaining contingency for the project. Once the numbers have been finalized, CP will provide copies of the updated risk log to the Committee.
5. CP distributed and reviewed the updated PCO Log dated 5/13/13. Pending change order requests (CORs) include all CORs that have been reviewed by CP, Ai3 and engineers and have been recommended for approval. The following pending change order requests were discussed:

- a. COR #23R3 – Added Concrete to Retaining Wall in the amount of \$14,207.15. Engineers wanted to add concrete for a temporary retaining wall to support the building until the permanent retaining wall was constructed at the far side of the building.
  - b. COR #58R1 – Cost Associated with Technology Changes in PR #21 (REV1) is a credit in the amount of -\$2,168.00. This COR was previously approved by the HSBC 3/11.
  - c. COR #60 – Additional Soil Stabilization at South Wall of WWTP in the amount of \$13,596.30. During foundation work, stone was added to stabilize the soil. This work had to be done and CP verified CC Construction, the site contractor has already completed the work.
  - d. COR #70 – Additional work for water main relocation at Middle School in the amount of \$2,720.41.
  - e. COR #73 – Additional cost to find water main incorrectly shown in detention area #2 in the amount of \$8,049.50.
  - f. COR #75 – Additional soffits in Auditorium per ASI #72 in the amount of \$5,070.00. This was a coordination issue related to changes made to the HVAC system from other model schools. Ducts were exposed and drywall needed to be added to cover up the ductwork.
  - g. COR #77R1 – Additional Support at Chiller per PR #31 in the amount of \$27,366.31. Work was approved on T&M basis and costs were lower than estimated.
  - h. COR #78R2 – Cost for additional Power & Tel/data (PR#33) in the amount of \$11,077.14. This was a request by EBPS.
  - i. COR #79 – Added Double Glazing for Acoustics in the amount of \$2,234.59. Additional glass needed to be added for acoustics and had been omitted.
  - j. COR #80 – Additional power at rooms 202, 206, & 213 (PR#34) for goggle cabinets in the amount of \$2,652.17.
  - k. COR #81 – Additional work to extend Sanitary Forced Main to Concession Building in the amount of \$91,364.39. This was previously approved by the HSBC via email 4/11 so work could proceed.
  - l. COR #82R1 – Added Junction Box per RFI #270 - Flush Valve Voltage Clarification in the amount of \$2,271.01.
  - m. COR #84R1 – Additional Trap Primers at WWTP (PR#40) in the amount of \$4,250.54 was requested by EB Plumbing Inspector.
  - n. COR #85 – Concession Stand / Restroom Facility Pre-cast Building in the amount of \$444,338.90. The restroom facility is being required by local officials to meet code requirements without having to open the building. Permitting issue was resolved with Building Inspector and 6 male and 6 female toilets will be acceptable with the agreement that the building will be opened during large events (thanksgiving game, graduation, etc.) Stadium occupancy is limited to 720 if the school is not open. The school will be required to obtain a special permit for large events exceeding 720 people, which states the building will be opened to meet plumbing code. Costs associated with electrical work is not included in this price and will be submitted as a separate COR.
  - o. COR #86A – Lecture Hall – Floor Boxes only in the amount of \$8,760.35 is to add electrical outlets at the end of the seating rows in the lecture hall.
  - p. COR #86B – Lecture Hall Seating in the amount of \$28,647.22. HSBC previously approved tablet arm seating not to exceed \$30,000.
  - q. COR #87 – Conduit for Future Sprinkler System in the amount of \$4,138.21. This cost is to install the sleeves for conduit for field irrigation to bring power to sprinklers if irrigation system is added later.
  - r. COR #88 – Snow Fence for Student Parking in the amount of \$4,906.75. HSBC asked for confirmation that this price includes removal of the temp lot.
6. The Committee voted to approve all pending CORs listed above and on the PCO Log dated 5/13/13 in the total amount of \$673,482.94. Ai3 will prepare Change Order #5 with these approved CORs by the next meeting.
- a. Motion – Beth Hayes
  - b. Second – Susan Cote
  - c. Vote – Approved

7. Simon Tempest presented the April 2013 Monthly Invoice Package. All invoices were sent to the Committee for review prior to the meeting and were also reviewed at the Finance Meeting this morning with Trish Lugo, Phyllis Tirrell, and Marilyn Thompson.
  - a. The Committee voted to approve Collaborative Partners Invoice #101017-32, in the amount of \$43,206.25 for Owner's Project Management services during the month of April 2013.
    - i. Motion – Trish Lugo
    - ii. Second – Susan Cote
    - iii. Vote – Unanimous
  - b. The Committee voted to approve Ai3 Invoice #0031B-1003, in the amount of \$18,339.49 for Basic Services during the month of April 2013.
    - i. Motion – Theresa McNulty
    - ii. Second – Susan Cote
    - iii. Vote – Unanimous
  - c. The Committee voted to approve Ai3 Invoice #0031E-1003, in the amount of \$11,355.70 for Extra Services during the month of April 2013.
    - i. Motion – Theresa McNulty
    - ii. Second – Susan Cote
    - iii. Vote – Unanimous
  - d. The Committee voted to approve Fontaine Bros' Application for Payment #20 in the full amount of \$2,396,870.20 for Work completed during the month of April 2013.
    - i. Motion – Susan Cote
    - ii. Second – Trish Lugo
    - iii. Vote – Unanimous
  - e. The Committee voted to approve Garrity and Knisely invoice #9540 dated 5/8/13 in the amount of \$2,700.00 for Legal Services during the month of April 2013.
    - i. Motion – Trish Lugo
    - ii. Second – Susan Cote
    - iii. Vote – Unanimous
  - f. The Committee voted to approve CCE of Boston invoice #922 dated 5/1/13 in the amount of \$680.00 for cost estimating services for the third lane.
    - i. Motion – Trish Lugo
    - ii. Second – Susan Cote
    - iii. Vote – Unanimous
  - g. The Committee voted to approve ABC Moving invoice #69418-15-13 dated 3/25/13 in the amount of \$1,027.50 for 450 boxes for teachers initial packing.
    - i. Motion – Susan Cote
    - ii. Second – Beth Hayes
    - iii. Vote – Unanimous

## Library Books

8. CP presented the quote, dated 5/8/13, from Mackin Educational Resources to purchase library books for the new school. CP sent the detailed price estimate document to the Committee for review prior to the meeting. This book list was developed by the High School Librarian. CP conferred with OSD to confirm library books can be purchased directly off the state bid list and additional quotes are not required. With discounts, the bid came in under budget at \$183,965.47. The total amount budgeted for library books was \$250,000. The Committee voted to approve Mackin Educational Resources as the Library Book vendor and approved an encumbrance of \$183,965.47. This amount will be expended from the "Equipment" line item in the Project Budget, which was intended for purchasing new library books for the new school.
  - i. Motion – Susan Cote
  - ii. Second – George McCabe
  - iii. Vote – Unanimous

## Moving

9. CP met with Paul Vieira and Susan Cote to finalize details for the move. ABC Moving & Storage was the low bid for move services and has experience with school moves of similar size and scope. ABC's bid was \$24,000 and includes moving EBHS to the new school, 7<sup>th</sup> & 8<sup>th</sup> Grade to the new school and 3<sup>rd</sup> grade to the Middle School in two phases. The first phase will consist of moving Admin and Central Offices the first week of July and the second phase will be moving all other areas the last week in July. ABC's proposal also includes boxes and packing materials to cover the scope of the move. CP has set up a walkthrough tomorrow with ABC Moving & Storage and Paul Vieira to walkthrough the High School and answer questions from faculty and staff regarding the move. Shredding costs and chemical removal costs are not included in this proposal but will be added to the scope after the walkthrough. ABC will provide a sample of boxes, labels, and packing materials that will be used for teacher packing and Paul Vieira will give direction to staff and discuss logistics of the move at the EBPS faculty meeting, scheduled tomorrow at 2pm. CP recommended that the Committee select ABC Moving & Storage as the move vendor to provide move services for the relocation of the East Bridgewater Schools. The Committee approved ABC Moving & Storage as the move vendor for the Project. CP will have the Town issue a PO to ABC Moving & Storage and boxes will be delivered to the High School by the end of the week.
  - i. Motion – Theresa McNulty
  - ii. Second – Susan Cote
  - iii. Vote – Unanimous

## Local Approvals

10. CP will draft the response letter to the Planning Board and send by May 15<sup>th</sup>, per the Planning Board's request. Final pricing for the third lane is still in progress. Additional information, specifically related to modifications made to drainage and grading and work associated with the wetlands replication, was required by CC in order to provide an accurate price for third lane. On Friday, May 10<sup>th</sup>, Fontaine sent a letter notifying the Owner, that if the third lane is to be constructed, Fontaine will need to have approval for the additional work to commence no later than June 3<sup>rd</sup> in order to not impact the current construction schedule. Fontaine has indicated they will need at least one week to prepare a proposal for the additional work upon receipt of design documents. . PARE provided the additional information and sketches required to Fontaine later that afternoon. The Committee agreed that a final decision cannot not be determined until final pricing has been received but would be willing to approve/reject construction of the third lane in principal via email if necessary and take an official vote at the next meeting June 10<sup>th</sup>. CP will forward final pricing and the third lane proposal to the Committee as soon as it is received and has been reviewed by the engineers. The HSBC plans to request to appear on the agenda at the next Board of Selectmen meeting to review pricing. The Building Committee does not agree with the Planning Board's decision for this change. The Committee and School Dept worked very hard from the beginning to make cuts to the project to get the building to the bare minimum in order to bring project cost below \$80K for the Town. The Building Committee would like to

make a statement to the Town and the Board of Selectmen stating that this additional work was not included in the original scope of the project therefore contingency funds must be used to cover this unplanned cost. This additional cost will significantly impact the project's contingency and could put the project at risk financially if any major unforeseen changes are required in the future.

Other Business

11. The next Building Committee meeting has been tentatively scheduled for Tuesday, May 28<sup>th</sup> @7PM.
12. The meeting was adjourned at 8:00PM.
  - a. Motion – Beth Hayes
  - b. Second – Susan Cote
  - c. Vote – Unanimous

**Future Meetings/Events:**

<b>Date</b>	<b>Time</b>	<b>Group</b>	<b>Location</b>
13 May 13	7:00 PM	Building Committee Meeting	EBHS – Library
14 May 13	11:00 AM	Walkthrough/Meeting w/ Moving Company	EBHS
14 May 13	1:00 PM	Construction Progress Meeting	CP Site Trailer
14 May 13	2:00 PM	EBPS Faculty Meeting – Move	EBHS – Library
15 May 13	9:00 AM	MSBA Site Visit	CP Site Trailer
15 May 13		<b><i>Planning Board Response Letter Due</i></b>	
21 May 13	1:00 PM	Construction Progress Meeting	CP Site Trailer
28 May 13	1:00 PM	Construction Progress Meeting	CP Site Trailer
28 May 13	7:00 PM	Building Committee Meeting (Tentative)	EBHS – Library
29 May 13	10:00 AM	Wastewater Treatment Start-Up Meeting	CP Site Trailer
30 May 13	10:00 AM	Meeting w/ Griffin – Phone System	CP Site Trailer
3 Jun 13	7:00 PM	<b><i>Town Meeting</i></b>	Middle School
4 Jun 13	1:00 PM	Construction Progress Meeting	CP Site Trailer
10 Jun 13	7:00 PM	Building Committee Meeting	EBHS – Library
11 Jun 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.*