

East Bridgewater High School Building Committee



Meeting No. 67

Date & Time: 6:00 pm Monday 25 November 2013
Location: EBHS – School Main Office Conference Room

Attended (✓) Name, Affiliation

East Bridgewater High School Building Committee

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|-------------------------|-------------------|
| David Floeck, Chair | ✓ Elizabeth Hayes |
| ✓ Paul Vieira | ✓ George McCabe |
| ✓ Patricia Coppola-Lugo | ✓ Theresa McNulty |
| ✓ Dave Foley | ✓ Kevin Smith |
| ✓ Greg Gurney | |

Collaborative Partners (CP):

- ✓ Simon Tempest
- ✓ Kate Schroth
- Andy Vo
- Paul Kalous

Ai3

- ✓ Scott Dunlap
- ✓ Daren Sawyer

Other

- ✓ Brian Kiely EB DPW
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The meeting was called to order by Paul Vieira at 6:01 PM.

Ai3 DISCUSSION ON PROJECT STATUS

Scott Dunlap and Daren Sawyer from Ai3 attended the HSBC meeting to review some of the project history and the current status of project budget with relation to the change orders. Ai3 reported that the Committee should be very proud of their management of the project, as the change order expenditures to date are very low compared to typical projects, and fall below the MSBA averages for similar projects. Ai3 discussed various categories of Change Orders, and reported that "Design related" change orders and "Owner Requested" change orders are very low overall; despite some fairly large individual changes such as items like the 3rd Turning Lane modifications and the new Concession Stand and Restroom building, which were big ticket items. Without "Owner Requested Change Orders" the project changes are at 1%, with "Owner Requested COs" the project is at 3.5%. Compared to other Model School project, EBHS is on the low end of the MSBA spectrum with regard to Change Orders. Ai3 reported that there have been a number of challenges related to the site work, but they have all been addressed quickly and without compromising the overall project schedule. Ai3 indicated that they had an opportunity to meet with chairman David Floeck and CP earlier in the week to review the project history, change orders, and current outstanding issues; and they are attending tonight's meeting to re-assure the Committee regarding the teams commitment to continuing the positive outcome that has been achieved thus far, and familiarity with remaining challenges to be addressed.

Ai3 indicated that they are disappointed that the Contractor fell behind schedule in the final months of the project, making the final months of construction and the final move-in for the Owner much more complicated and stressful than necessary. They also indicated that all building "Owners" go through a transitional period with a new building where they discover things that are not working correctly or perhaps are not installed correctly...and this is all part of the process of taking over a brand new facility. Unfortunately for East Bridgewater, this process may be more challenging because they moved into a building that was in the final stages of completion and ideally would have been completed two months prior to occupancy, allowing for troubleshooting of these items prior to Owner occupancy. Ai3 indicated that in addition to compiling their own punch-list which is underway, they would encourage the Owner to compile a database of any issues or concerns that become evident through their occupancy and use of the building. Ai3 will review this database and place any appropriate items on the punch-list. Any items that are not appropriate for the punch-list but should still be addressed in some form will be reviewed by the project team for appropriate action. Ai3, FBI, and CP will continue to work with the teachers and staff to make sure all the issues and concerns are addressed.

Ai3 indicated that although many of the issues that may arise are fairly typical, the poor performance of the HVAC systems is not typical, and is a result of incomplete work and poorly completed work. Ai3 indicated that the Owner does not have to accept these systems in their incomplete state, and that the project team is fully aware of the HVAC problems and will continue to work diligently with the Contractor on incomplete and poorly performing HVAC systems.

Ai3 indicated that although the building is occupied, much site work remains in future phases of the project and therefore the site will look unfinished until the Fall of 2014. It is important that the public understand that this was always part of the project schedule. The project being so large and located in the center of Town has faced some Phasing challenges, which are currently being worked through. The Contractor will be onsite through next summer. FBI/Ai3/CP are working to get the Phasing issues resolved, mostly concerning the Town Hall parking lot and relocation of utilities. FBI/Ai3/CP has been working with the site contractor and want to continue to push him to complete the project by July of 2014. The project still has large quantities of loam and other materials on site to complete Phase IV. All parties are working with the site contractor to make sure loam and other materials stay onsite, until the final fields are built. The site contractor does however own the export of surplus materials. All parties working together to get the project over the finish line on time and on budget. There is potential that the Owner will get a credit if the demolition of the existing building goes smoothly and the amounts of HazMat materials to be removed are below the specified quantities. An independent industrial hygienist has been involved in monitoring the building demolition phase of the project. CP has set aside an additional \$250k in the risk log budget, if we do not discover any unforeseen asbestos which exceeds current quantities, this amount may not be expended.

HVAC/PLUMBING

The Building Committee expressed concern to Ai3 about multiple failures, concerns, and inoperable systems related to HVAC. They stated that the roof top units have to be reset on a regular basis and on some days boilers fail to fire. Ai3 responded, reiterating that they are very disappointing in the performance of the HVAC subcontractor, and that the work should have been completed 6 months ago, allowing for commissioning and troubleshooting of the systems. Instead, the work remained incomplete as the Owner had no other choice but to move in and begin utilizing the facility with incomplete and poorly performing systems; all of which were being incorrectly reported by the HVAC subcontractor as being complete and operable. There should have been a testing and commissioning period which has not yet truly happened according to schedule, and now the occupants are impacted as systems are being completed and issues resolved. CP/Ai3 have, and continue to, document the HVAC problems. The Owner is concerned Sagamore is not responding to major heating issues as quickly as they should for an occupied building in

the cold weather. Kevin Smith stated that is Sagamore will need to respond immediately when the HVAC system is not functioning. Brian Kiely the Maintenance Manager for the Town also needs access to be able to change heating set points, 61-degrees in some classrooms is not acceptable. CP added that Sagamore and the mechanical engineer had a meeting about overriding the set points, at this point in time the engineer, until the system is running properly does not want people to be able to override the system. The system is designed to work automatically so overrides should not really be necessary. Paul Vieira asked Ai3 if a representative from Sagamore could be on site every day to address problems immediately as they occur. Ai3 stated that Sagamore has had sufficient notice of the concerns and a reasonable amount of time to address them. The issues have been documented and multiple requests have been made for resolution and additional attention from the HVAC subcontractor without significant results. The Owner would be within their rights to request that Sagamore accelerate the completion of work and troubleshooting of problems, including a request for full time presence on the site. The Committee indicated that Mass State Law requires classrooms to be a certain temperature, and in some areas these temperatures are not being met. Sagamore/Korel/DAC were on site this week and claim that all the systems are running properly and issues have been resolved. This is evidently not true since new issues occur on a daily basis. Ai3 will work with CP to prepare and issue a notice to the Contractor (before the Holidays) listing all of the issues that have arisen and ongoing issues; and additionally request that full-time, on-site representation be provided by the HVAC subcontractor and Automatic Temperature Controls subcontractor until all work is complete and all current problems are resolved. Additionally, the Committee would like to reserve their rights to take any further steps to insure that the HVAC work is completed and problems are resolved on a timely basis. CP will update the Building Committee on the status of the letter 11/29.

PUNCH LIST

Ai3/CP have been pushing FBI to get their subs on site to finish outstanding items on the Punch List. Subs have 60 days to respond to the Punch List before items become monetized and are given a dollar value. CP and Ai3 are pushing to get all punch list work finished over Christmas vacation. FBI have been asked to develop a schedule when the subs will be coming onsite so the custodians can open the building. If custodians are not scheduled to work, FBI has been asked by the school to pay a custodian time to be onsite when work is being done in the building. If the teachers or staff come across issues that may not be on the Punch List, they can list these items on a Google Docs page set up by Paul Vieira. CP will review the issues and respond and make sure they are taken care of. One issue that was presented by Brian Kiely as an example is the Grey Water system that has not been working for months (the system only worked for 7 days). The specific problem with the Grey Water has not been identified and Ai3 is working with G&V Engineering to come to a resolution. If Sagamore does not identify and resolve the issue, G&V has suggested a third party become involved. Ai3 concluded by stating that the Grey Water system is an example of an issue that is on the punch list and a dollar value will be put to the problem is not resolved in the required time frame. Paul Vieira expressed concern that issues may come up in the future that the school has not come across yet, and wants to know who is responsible (such as the Air Conditioning System). Ai3 responded by stating that there are various warranties in place, most start from the date of Substantial Completion but where there are issues the Owner can request extended warranties. The Grey Water and HVAC systems have still not been commissioned and will have a later warranty start date because the Owner could not use the systems for the purpose intended, and the installation issues are still being resolved. Ai3 released the official date of Substantial Completion and all warranties will be submitted to Ai3 by FBI for approval. The Building Committee stated that they would like an electronic copy of the Punch List. CP will discuss Google Docs issues with Ai3.

AUDITORIUM

The Building Committee expressed concerns to Ai3 about the Auditorium seating. The Building Committee wants the first two rows of seating removed. Ai3's current seating design meets ADA regulations and there is no egress issue abased on the Massachusetts building code. Ai3 indicated that the reason for the first two rows was the manufacturer/installer's attempt at meeting the seat count established by the Committee. Ai3 is hesitant to take out the first two rows, but can write a letter stating that there is nothing that would prohibit the removal of the seats, should the Building Committee decides to proceed in this direction. The Building Committee also expressed concern that the Auditorium seats themselves are not wide enough and there is not enough space in front of them (student's knees hit the seat in front of theirs). Ai3 stated that in fact all seats in the Auditorium are not the same width because the seating is in an arc shape; and they are different widths to preserve site lines. However all seats do meet the minimum specified dimensional requirements.

The Building Committee expressed concern to Ai3 about the Auditorium Stage floor material. Ai3 stated that the hard board flooring material used is the same material they have used in other locations and has been reported by other Owners as being ideal for plays and other multi-purpose use. Ai3 indicated that the screws in the installed board have been driven too far into the board and have therefore allowed the board to pull right through the screw heads, thus creating a condition of loose hardboard edges (as stated on the Ai3 Punch List). Ai3 continued by stating the advantages and disadvantages of both hard board and solid oak. Whitman-Hanson has an oak floor and there have been a lot of complaints about the flooring system. Oak floors are shiny and create reflections from the stage lighting and the flooring system is more expensive to refinish. The hard board system in EBHS can take more stage attachment abuse than oak, does not create a glare, and can be replaced easier and with less expense than oak. The hard board flooring system is 2 sided so the panels can be flipped over when one side becomes damaged. Kevin Smith of the Building Committee is concerned that performance groups in town may not want to rent the space because of the flooring material. The Committee will get feedback after Christmas on the Common dance group. Potentially if the Building Committee decided to change the flooring material to oak, they could have a flat finish or stain. Ai3 gave the Committee a very rough estimate of about \$20k to upgrade the floor to oak. The Committee could also only change the front apron of the floor to oak and leave hard board behind the proscenium.

CONCESSION STAND

CP walked the Concession Stand with the building inspectors earlier today. Ai3 is prepared to release a letter granting clearance for the Temp C of O once the sewer pump and landscape work is complete. CP will let Paul Vieira know by mid-day tomorrow if there are any issues.

SCOREBOARD

The size and function of the stadium scoreboard continues to be an issue. CP has priced out a new larger scoreboard with additional features that could be switched out using the same supports for around \$6k. The scoreboard currently in place could be potentially used at another field in town. The new scoreboard would be larger with different mounts made to attach to the existing posts. The Building Committee requested that CP obtain picture of visit a school that has the new proposed scoreboard before ordering. Paul Vieira wants the AD and coaches to look at the proposed scoreboard before a decision is made. CP did confirm that the scoreboard that is installed was approved by the Owner prior to installation

DEMO

Currently there are no additional costs related to the demo of the old school. The demo company has placed a pile of bricks by the entrance and Brian Kiely will move them, with DPW equipment to a location at the new school.

SPORTS EQUIPMENT

PARE is currently working on a solution for the shot put and javelin locations. Paul Vieira wants to vote on the indoor sports equipment needed for the winter season. The old cheerleading mats can be used for the shot-put.

The Committee voted to purchase an indoor throwing platform and new cheerleading mats, not to exceed \$10k total.

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

OTHER

The Building Committee asked if benches could be made from the old oak tree that will be taken down at the old school. Brian Kiely said that he will give CP the name of a lumber yard.

The meeting was adjourned at 7:53PM.

- i. Motion – Theresa McNulty
- ii. Second – Beth Hayes
- iii. Vote – Approved

Other Business

The next Building Committee meeting has been scheduled for Monday, December 16th @6:00 PM.

Future Meetings/Events:

Date	Time	Group	Location
25 Nov 13	6:00PM	Building Committee Meeting	EBHS Main Admin Conference Room
26 Nov 13	1:00PM	Construction Progress Meeting	CP Office (old COA)
10 Dec 13	1:00PM	Construction Progress Meeting	CP Office (old COA)
16 Dec 13	6:00PM	Building Committee Meeting	EBHS Main Admin Conference Room

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