

Permanent Building Committee
Meeting of April 11, 2019
Tolles Parsons 7:30PM
Approved

A duly called and posted meeting of the Permanent Building Committee was held at the Tolles Parsons, 7:30PM, April 11, 2019.

Present: T Goemaat (TG), D Grissino (DG), M King (MK), S Littlefield (SL), ~~L Shind (LS)~~

Others: ~~R Donahue (RMD-Advisory)~~, M. Martin (MM-SC), ~~M. Freiman (BOS)~~, Steve Gagosian (SG), Abbie La Francesca (AL), Kevin Kennedy (KK), ~~Linda Chow (LC-SC)~~, Steve Kirby (SK-Vertex), ~~Ryan Foster (RF-MKA)~~, ~~Dick Elliot (DE)~~, Kathleen Vogel (COA)

Citizens speak

- None

Town Hall Envelope

- SK provided an update on the Town Hall Exterior Restoration: Phase 1 roofers are working on sheet metal, Allegrone working on masonry punch list, phase 2 staging being erected, cutting and cleaning occurring. In addition, SK noted a staging and overhead protection change to West side to ensure a stable walking surface and more vehicular clearance which will be protected overhead.
- SG requested biweekly updates from SK on unit cost expenditures incurred while cutting joints to reconcile to anticipated budget to which SK indicated these costs will be tracked on a daily basis.
- SK presented CO#4 which includes PCO#29 one Saturday painting, PCO#30 below grade waterproofing, PCO#31 abatement glazing on 5 additional windows, PCO#32 repairs to brownstone shelf on east side latent condition, PCO#33R1 leaving window with venting, PCO#34 delete replacement of brownstones, PCO#35R2 fabricating new sash at window #13, and PCO#36R4 revision to work at West portico. DG indicated he was OK with this CO as presented.

It was moved and 2nd to approve Allegrone CO#4 in the amount of \$6,258.00, it was approved 4-0.

- DG indicated that the PBC policy of materials being due for review 1 week in advance of the meeting will be integral to proper review and in future materials will have to be held to comply with the policy and its intention.
- SK presented Allegrone Requisition #10 for masonry repointing, structural anchor work, windows, and sheet metal.

It was moved and 2nd to approve Allegrone Req. #10 in the amount of \$144,160.60, it was approved 4-0.

- SG informed the Committee that he authorized a change to a new round window due to the poor condition of existing unit.
- SK alerted the Committee to a dormer near the turret above the ADA entrance which was reviewed by the structural engineer and will be addressed. SL requested follow up pictures.
- SG provided an update on known and projected costs and how the existing PCOs relate to the budget with the amended balance due to passage of the Town Meeting additional funding article.

Middle School Piping

- KK reported that Town Meeting affirmatively for the MS Piping Construction phase, Amanti has reviewed the contract and returned documents, and KK needs to secure payment and performance bonds on town forms to complete the packet and secure Town Counsel approval. SG indicated that he needs swift action on this contract to proceed and requested a meeting on 4/18/19 to vote and sign the contract.

Middle School Bundle

- SG presented a proposal from Harriman as a precursor to the award letter and contractual process for the Committee to review. DG requested more time to review it as it was a late addition. MM inquired if SG believed that the meetings for programming are sufficient to which SG replied he believes it is. MK requested that the language be changed to "may" when discussing the option of CM at Risk.

Tolles Parsons

- Attendees reviewed carpet samples in various locations to account for lighting and interfacing with nearby patterns. General areas for carpet and tile were discussed and the color clay 83761 was chosen by PBC, SG, and KV. KK will secure 4 carpet tiles and complementary floor tiles for further review.

- KK reported that Johnson Controls reset the thermostats on April 5th but couldn't determine why they weren't responding. TG asked that KK/FMD write a confirming memo regarding the extended warranty with Johnson Controls.
- KK reported that Steve Hoffman reviewed the burner and turn down in the unit and what was in the specifications was in fact installed. TG indicated that based on this information, recommissioning of the building will occur after the carpet and sewer are addressed.

Other Business:

- SG reported that he is working with Submittal Exchange on better pricing as they have increased their rates and is speaking with Procure as an alternative vendor. He will complete further research and report results to the Committee.
- SG inquired about a liaison from the Committee to participate in the RFQ selection for the Town Hall Annex to which TG volunteered with DG as backup.

New Business:

- DG will be providing feedback regarding the Contractor's Manual.
- MK requested additional time to review the SEC Guidelines
- Project budget review for Finance:
 - SG indicated that the Town Accountant is requesting review of the HS Boilers, Tolles Parsons, and School Security projects for release of funds. The Committee responded to release half of the funds for HS Boilers, no funds for Tolles Parsons, and around half for School Security.

PBC Administrative Business

It was moved and 2nd to approve the minutes for the PBC Meeting 3/28/19, it was approved 4-0 as amended.

- DG requested a change in one sentence regarding PBC deadlines for review of materials.

It was moved and 2nd to approve the invoices as submitted, it was approved 4-0.

It was decided to add a meeting on 4/18/19 to facilitate the signing of the Amanti contract for Middle School Piping and to review the Harriman proposal for the Middle School Bundle project.

Meeting was adjourned at 9:00 PM

Respectfully Submitted,

Stephen D. Gagosian
Design and Construction Manager

Posted 4/19/19 9:50AM