

Permanent Building Committee  
Walpole Town Hall – Room 112  
February 14, 2017

Minutes – prepared by Compass.

PRESENT: Jack Conroy, Cam Daley, Jack Fisher, David Wildnauer

ALSO PRESENT: Bryan Jarvis, Jim Johnson, Thomas Gregory, Chief Bailey, Lt. Zanghetti, Don Anderson; Meg Carell, Greg Carell, Josette Burke, Bob Morel, Erik Swenson; Jon Traficonte; Michael Petrovick

Mr. Conroy convened the meeting at 6:50 PM.

Approval of Minutes

On a motion by Mr. Conroy, second by Mr. Daley, the Committee voted (4-0) to approve the minutes of the January 24, 2017 Permanent Building Committee meeting.

South Street Superfund Site Update

Mr. Johnson and Mr. Gregory provided a brief update regarding the clean-up efforts at the South Street Superfund site. The Responsible Party has no contractual obligation to complete the remediation by a certain date. Currently, they are removing some additional soil at two (2) specific locations where the corresponding "clearance" testing samples failed. Upon removal of the soil, "clearance" testing will be repeated. This process will continue until the "clearance" tests come back clean. It is anticipated that all work will be completed prior to April 1<sup>st</sup>, however, this is not a requirement for the Responsible Party.

South Street (COA) Center Update

Mr. Michael Petrovick of Catlin & Petrovick (C&P) gave a presentation regarding the interior finish materials and assemblies for the new Council on Aging building. C&P have chosen very durable and affordable products that provide a "residential" feel to the interior spaces. Floor patterns are used throughout to provide for color in the space, but more importantly for "way-finding" for those that have vision issues. Recommended wall colors are neutral colors that are complimentary to the flooring. Final color selections will be made during construction when final product submittals are provided by the contractors. At the request of the PBC and Don Anderson, C&P will review providing ceramic wall tile in the bathrooms, at least on the wet walls. C&P will also review the coarseness of the kitchen vinyl sheet flooring regarding concerns that this product will make mopping difficult. C&P will send the cleaning/maintenance specifications of all products to the project team for review. The PBC took no issue with the materials and concepts as presented.

The PBC requested that Mr. Johnson provide an update regarding the bidding schedule for the project and how it will be coordinated with the Fall Town meeting.

Mr. Jarvis presented the Vendor Invoice Package (VIP) for month ending 1/31/17. On a motion by Mr. Conroy, second by Mr. Daley, the Committee voted (4-0) to approve of the following invoices: \$13,468 to Compass Project Management; this included the cost of the updated site survey.

## Fire Station Update

Mr. Jarvis distributed and reviewed the Project DashBoard for month ending 1/31/17. Mr. Jarvis explained that the temporary fire operations set up is proceeding according to schedule with the apparatus "tent" now fully assembled and MEP installations ongoing. The modular trailers for firefighter living quarters are due to arrive on 2/24. The switchover to the temp ops on schedule to begin on or before 3/15. The construction trailers are operational. Product submittals, shop drawings, and Requests for Information (RFIs) are being processed in a timely manner.

Mr. Conroy suggested that the project review signage needs for temporary operations to provide direction to the public and pedestrian traffic. The project team will review.

Mr. Jarvis presented the Vendor Invoice Package (VIP) for month ending 1/31/17. On a motion by Mr. Daley, seconded by Mr. Conroy, the Committee voted (4-0) to approve the following invoices: \$10,832.40 to Compass Project Management; \$14,780 to Schwartz/Silver Architects; \$139,444.80 to G&R Construction; \$5,475 to Anderson Electric; \$162.33 and \$24.39 to Johnson Electric and \$405 to Simple Sign works for a total amount of \$171,123.92.

Mr. Jarvis distributed and reviewed the Pending Change Order Log dated 2/14/17. New pending change orders discussed included #8: changes to the drainage infiltration system/Police sewer line and #9: added circuit for temp. ops heat trace line at the living quarters trailer's plumbing/sewer service connections.

Mr. Jarvis explained Change Request #2 R2 (fire alarm devices for the temp ops living trailer) has been vetted by the project team and was ready for a vote by the PBC. The amount of \$3000.66 was for the addition of seven (7) fire alarm devices to the living trailer and to connect them to the Fire Alarm panel in the tent. G&R construction agreed to pay for the cost to install hardwired smoke detectors in the trailer which reduced the cost of this change down to the \$3000.66. After brief discussion, on a motion by Mr. Conroy, second by Mr. Daley, the Committee voted (4-0) to approve of the pending change order. This PCO will be included on Change Order #1.

Mr. Jarvis provided an update regarding the proposal from McPhail Associates submitted to the Town for geo-technical services for the construction phase as discussed at the 1/10 and 1/24 PBC meetings. SchwartzSilver will retain McPhail Associates for the project. Compass will cover the cost of the services. There will be no cost to Town for basic geo-tech services.

Mr. Jarvis distributed summary sheets comparing proposal costs from Commissioning agents for MEP and building envelope commissioning services. The low submitted cost for Building Envelope Commissioning services was from Gorman Richardson Lewis. Their fee, plus 10% mark-up for Compass' coordination, would be \$42,000. The low submitted cost for MEP Commissioning services was from Sebesta. Their fee, plus 10% for Compass coordination, would be \$22,000. The combined recommended Commissioning costs total \$64,000. Mr. Jarvis distributed a copy of the project budget highlighting that the commissioning budget line item was for \$75,000. After some discussion, on a motion by Mr. Conroy, second by Mr. Fisher, the Committee voted (4-0) to approve Compass to contract with the recommended firms. Compass will review the scopes of work with SSA and their consultants. Mr. Jarvis will prepare formal amendments to Compass' contract for these services and present to the Town for execution.

### Police Station Update

Mr. Jarvis explained that the project continues to make good progress through submittals and shop drawings. About 2/3 of all submittals have been submitted to date. About 1/3 of submittals are already approved. Nearly 80% of finish material submittals are complete. Other major submittals/shop drawings that have been approved are site utilities, such as water, sewer, and drainage products, concrete; steel; and windows. The project is taking full advantage of the prep time prior to site mobilization.

Mr. Jarvis noted that one Proposal Request has been issued for a price to furnish and install a vinyl stockade fence along the property line with Gleeson Court. Pricing from M. O'Connor is pending.

Mr. Conroy asked what is to happen to the existing monitoring wells on the site after the clean-up efforts are complete. Mr. Jarvis will follow up with David Foss.

Mr. Jarvis presented the Vendor Invoice Package (VIP) for month ending 1/31/17. On a motion by Mr. Conroy, second by Mr. Daley, the Committee voted (4-0) to approve of the following invoices: \$12,424 to Compass Project Management; \$7,900 to Carell Group; \$35,301 to M. O'Connor, \$205,531.88 to Motorola for police radios and \$4,765.80 to SuperSeer for a total of \$265,922.68.

### Review of Meeting Schedule

The next meeting will take place on February 28, 2017 at 6:30 PM in Room 112 (Town Hall).

The meeting adjourned at 8:30 PM.

Respectfully submitted,

Thomas Gregory  
Assistant Town Administrator

### Referenced Materials

PBC Agenda  
PBC Minutes of January 24, 2016  
C&P presentation on COA interior design  
COA Vendor Invoice Package for m/e 1/31/17  
Fire Station Project Dashboard  
Fire Vendor Invoice Package for m/e 1/31/17  
Pending Change Order (PCO) Log (Fire Station) dated February 14, 2017  
G&R Change Request #2R2  
CXing budget and proposal tabs  
Police Vendor Invoice Package for m/e 1/31/17