

Permanent Building Committee  
Walpole Town Hall – Room 112  
June 13, 2017

Minutes

PRESENT: Jack Conroy, Jack Fisher, Michael Keefe, David Lynch

ALSO PRESENT: Chief Bailey, Deputy Chief Barry, Lt. Zanghetti, Bryan Jarvis, John Catlin (Catlin + Petrovick Architects), Greg Carell and Meg Carell (Carell Group Architects), Jon Traficante (Schwartz/Silver Architects), Frank Ravesi and Krystal Burrows (M. O'Connor Contracting), Dan Aylward (G&R Construction), Thomas Gregory

Mr. Conroy called the meeting to order at 6:35 PM.

Review / Approval of Minutes

On a motion by Mr. Keefe, second by Mr. Fisher, the Committee voted (3-0-1, Conroy abstain) to approve of the minutes of the May 23, 2017 meeting.

Police Station Project Update

Referencing the Monthly Project Dashboard dated May 31, 2017, Mr. Jarvis explained that good progress is being made on this project. Foundations for the main and out buildings have been completed, tested, and backfilled, and by the end of next week the structural street will be completed at the main building. Additionally, under-slab plumbing at the main building has started as well as site drainage work. The ACM materials found on site have been removed. Also, the geotech consultant had determined that the previously placed soil at the building footprint would not need to be replaced. This determination will realize significant savings to the Town.

An unknown underground storage tank (UST) was discovered at the rear of the site along the hill bank. The Town's storage tank vendor, Commtank, was contacted and provided an estimate of about \$10,000 to remove this 10,000 gallon tank. It is estimated that this work will be completed by the end of next week.

Review and Approval of Invoices

The following invoices for work performed in May were presented for review:

Vendor / Contractor	Amount
Compass Project Management	\$22,501.00
Compass Project Management	\$1,316.70
The Carell Group	\$14,571.00
M. O'Connor Contracting	\$445,736.00
ALL-COMM Technologies	\$5,819.45
Wilcox & Barton	\$22,402.20
<b>TOTAL</b>	<b>\$512,346.35</b>

On a motion by Mr. Conroy, second by Mr. Fisher, the Committee voted (4-0) to approve of all invoices in the amount of \$512,346.35.

Mr. Jarvis distributed the Pending Change Order Log dated June 13, 2017 and highlighted the following items compiled for Change Order #01: increase to door thickness at doors 129 and 149 (\$398.00); door hardware changes (\$9,603.00); and, dust monitoring per EPA (\$7,709.00). On a motion by Mr. Conroy, second by Mr. Fisher, the Committee votes (4-0) to authorize Change Order #01 in the amount of \$17,710. Mr. Jarvis then highlighted the items on the PCO log still under review by the GC, architect, and OPM.

Mr. Fisher noted that about 10% of the contingency has been spent to date on this project and inquired of the OPM whether that is good for where we are in the schedule. Mr. Jarvis replied that it is very good.

Mr. Conroy inquired about the proposed countertop modifications from PLAM to Corian. Lt. Zanghetti explained that the feedback he has received from other departments with new buildings is that Corian is more durable and holds up better to wear and tear. When asked by Mr. Keefe, Ms. Burrows explained that there is no additional cost to installing under-mount sinks to accommodate the Corian countertops. Lt. Zanghetti added that he does not anticipate any further modifications to interior finishes.

#### South Street (COA) Center

Mr. Jarvis explained that the project went out to bid on June 1<sup>st</sup> with filed sub-bids due on June 22<sup>nd</sup> and general contractor bids due on June 29<sup>th</sup>. At the direction of the architect, this project is being bid out on [www.biddocsonline.com](http://www.biddocsonline.com), an electronic bidding method as approved in MGL Chapter 149. The targeted notice of award is scheduled for August 1<sup>st</sup> which will allow some time to assess supplemental funding potentials. Mr. Catlin explained that his firm has had good success with this online bidding service. There was a brief discussion by the Committee on this topic.

Mr. Gregory explained that the Town's insurance consultant solicited quotes on an 18-month builders risk policy for this project and the premium for the most favorable policy came to \$22,823 with Acadia Insurance Company. The Town will pay this invoice directly from its property & casualty expense line.

#### Review and Approval of Invoices

The following invoices for work performed in May were presented for review:

<b>Vendor / Contractor</b>	<b>Amount</b>
Compass Project Management	\$9,618.00
Compass Project Management	\$1,930.50
Catlin + Petrovick Architects	\$7,719.00
Catlin + Petrovick Architects	\$1,661.00
<b>TOTAL</b>	<b>\$20,928.50</b>

On a motion by Mr. Conroy, second by Mr. Fisher, the Committee voted (4-0) to approve of all invoices in the amount of \$512,346.35.

Fire Station Project Update

Referencing the Monthly Project Dashboard dated May 31, 2017, Mr. Jarvis explained that the demolition of the old fire station and all debris hauling has been completed. Excavations for foundations and forms were started in May and foundations are currently being poured. Two (2) unknown UST's were found and removed by Comm-Tank.

Mr. Jarvis distributed a plan (revision to sheet C400) and explained that the project team encountered a fire suppression line running from the water main in Blackburn Way directly to the Jalapenos building, and directly under the proposed location for the fuel island. After multiple re-design options were examined, it was determined that the best option is to relocate the line around the fuel island. A discussion ensued on this topic. Mr. Fisher inquired whether the Town is obligated to pay for this work. Mr. Gregory explained that he would speak with Mr. Mattson.

Review and Approval of Invoices

The following invoices for work performed in May were presented for review:

<b>Vendor / Contractor</b>	<b>Amount</b>
Compass Project Management	\$17,885.00
Compass Project Management	\$2,042.70
Schwartz/Silver Architects	\$12,000.00
G&R Construction	\$352,773.90
ALL-COMM	\$271.25
Gilmore's	\$54.45
Home Depot	\$208.50
Home Depot	\$171.87
Jorgenson Lockers	\$646.01
Motorola	\$14,865.00
Perma-line	\$854.90
UEC	\$900.00
<b>TOTAL</b>	<b>\$402,673.58</b>

On a motion by Mr. Conroy, second by Mr. Fisher, the Committee voted (4-0) to approve of all invoices in the amount of \$402,673.58.

Mr. Jarvis distributed the Pending Change Order Log dated June 13, 2017 and identified the items compiled for Change Order #04: added temp operations electrical items (\$2,466.50); ACM allowance credit (-\$52,236.25); and, window in new office previously dispatch server room (\$3,807.04). On a motion by Mr. Conroy, second by Mr. Keefe, the Committee voted (4-0) to authorize Change Order #04 for a net credit of \$45,962.71. Mr. Jarvis then highlighted CCD #03 for sprinkler modifications (going

from a dry system to a wet system) as well as the items on the PCO log still under review by the GC, architect, and OPM.

#### Review of Meeting Schedule

The next meeting will take place on June 27, 2017 at 6:30 PM in Room 112 (Town Hall).

The meeting adjourned at 8:10 PM.

Respectfully submitted,

Thomas Gregory  
Assistant Town Administrator

#### Referenced Materials

PBC Agenda

PBC Minutes of 5/23/2017

CPM Monthly Project Dashboard – Police Station dated 5/31/2017

CPM Pending Change Order (PCO) Log – Police Station dated 6/13/2017

Builders Risk Premium Notification – Acadia Insurance Company dated 6/9/2017

CPM Monthly Project Dashboard – Fire Station dated 5/31/2017

CPM Pending Change Order (PCO) Log – Fire Station dated 6/13/2017

Schwartz/Silver Plan (revision to sheet C400) dated 6/13/2017