

Permanent Building Committee  
Walpole Town Hall – Room 112  
October 10, 2017

Minutes

PRESENT: Jack Conroy, Michael Keefe, David Lynch, Bernie Goba

ALSO PRESENT: Chief Bailey, Deputy Chief Barry, Lt. Zanghetti, Bryan Jarvis, Don Anderson, Thomas Gregory, Rich McCarthy, Kerri McManama, John Catlin, Krystal Burrows, Dan Aylward, Stewart Marshall, Tony DiGiantommaso,

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

On a motion by Mr. Conroy, second by Mr. Lynch, the Committee voted (4-0) to approve the minutes of the PBC meeting held on September 12, 2017.

South Street (COA) Center Update

Referencing a handout titled “Town of Walpole – COA Project – Executive Update” dated 9/30/2017, Mr. Jarvis provided a brief project update explaining that a construction kick-off meeting took place on September 19<sup>th</sup> and a kick-off meeting with the EPA was held on October 5<sup>th</sup> to review the Soils Management Plan and Order of Consent; geo-pier installation is scheduled for next week (10/16); and, the submittals and RFI processes have begun. The groundbreaking ceremony is scheduled to take place during the week of October 23<sup>rd</sup>. Project schedule anticipates fourteen (14) months for construction. Foundations and asphalt binder are expected to be in by the first week in December. There is an existing monitoring well that will need to be decommissioned – work is underway with the Superfund RP’s and the Town to accomplish.

Review and Approval of Invoices (COA)

The following invoices for work completed in September were presented to the Committee for review:

<b>Vendor/ Contractor</b>	<b>Amount</b>
Compass Project Management	\$3,060.00
Catlin + Petrovick Architects	\$9,432.21
Page Building Construction Company	\$128,324.10
<b>TOTAL</b>	<b>\$140,816.31</b>

On a motion by Mr. Conroy, second by Mr. Keefe, the Committee voted (4-0) to approve of the invoices listed above for a total of \$140,816.21.

Fire Station Project Update

Referencing a handout titled “Town of Walpole – Central Fire Rescue Project” dated 10/10/2017, Mr. Jarvis provided a brief project update explaining that the sewer connection in Blackburn Way is complete; main electrical conduits and trenches have been installed; stair 1 is complete and stair 3 is

ready for concrete tread pour; CMU enclosure at stair 2 is ready for stair installation; electrical, plumbing, fire protection, and HVAC all ongoing; air/vapor barrier install at the mock-up window openings has been approved; CMU walls at apparatus bay have been installed; brick is beginning to be laid; and, air/vapor barrier at exterior wall and windows is ongoing.

The project is tracking on budget.

Total project expenditures are \$5,880,045 against the \$14.2M budget (41% billed).

Approved change orders (through CO #06) total \$58,142 which has used 5% of the construction contingency.

Pending change orders currently under review total \$114,904.

Review and Approval of Invoices (Fire)

The following invoices for work completed during September were presented to the Committee for review:

<b>Vendor/ Contractor</b>	<b>Amount</b>
Compass Project Management	\$27,871.00
Compass Project Management	\$2,263.25
Compass Project Management	\$1,314.36
Schwartz / Silver Architects	\$12,000.00
Schwartz / Silver Architects	\$9,320.00
G&R Construction	\$1,046,202.19
<b>TOTAL</b>	<b>\$1,098,970.80</b>

On a motion by Mr. Conroy, second by Mr. Lynch, the Committee voted (4-0) to approve of the invoices listed above for a total of \$1,098,970.80.

Referencing a handout titled “Pending Change Order (PCO) Log – Walpole Central Fire Station Project” dated 10/10/2017, Mr. Jarvis presented the following proposed changes to the work: convert Room 113 to office (\$2,458.27); door hardware changes (\$7,830.30); add ARC fault breakers to residential areas (\$3,341.64); fire dampers in chase to second floor (\$3,278.26), for a total of \$19,932.87.

On a motion by Mr. Conroy, second by Mr. Keefe, the Committee voted (4-0) to approve of the above changes to the work in the amount of \$19,932.87 to be included in CO #07.

Mr. Jarvis distributed a Construction Change Directive (#08) from Schwartz / Silver Architects requesting authorization to add blocking to aid in the installation of air and moisture barrier at the sills and head of the 18 recessed windows on the second floor. Payment for this scope of work will be on a T&M basis not to exceed \$10,000.

On a motion by Mr. Conroy, second by Mr. Keefe, the Committee voted (4-0) to approve CCD #08.

Mr. Jarvis distributed and explained a memorandum from Nitsche Engineering dated October 10<sup>th</sup> which summarized the grading design of the apron to be able to capture stormwater runoff in two (2) trench drains which will be installed in the apron.

Police Station Project Update

Referencing a handout titled “Town of Walpole – Police Headquarters Project – Executive Update” dated 10/10/2017, Mr. Jarvis provided a brief project update explaining that the concrete was placed for the generator pad, aprons at outbuilding, sally port, and sidewalks; change work to add curbing at front sidewalk is pending; closeout and turnover of the COA site expected by mid-October; overhead doors at the outbuilding were installed; installation of PVC trim at windows is complete, continuing at pilasters; rough MEP installations substantially complete, inspections ongoing; rough MEP installations in outbuilding are scheduled for October; coordination meeting for owner-provided systems was held on September 26<sup>th</sup>; rough installations for security and A/V have begun; and, insulation and drywall to commence in October.

The project currently remains several weeks ahead of schedule

Total project expenditures are \$5,406,915 against the \$10.4M budget (52% billed).

Construction contingency spent to date: \$193,565 out of \$860,000 (22% expended).

Pending change orders under review or estimated as of 9/26/2017 total: \$97,878.

Review and Approval of Invoices (Police)

The following invoices for work completed in September were presented to the Committee for review:

<b>Vendor/ Contractor</b>	<b>Amount</b>
Compass Project Management	\$30,201.00
Compass Project Management	\$177.10
The Carell Group	\$14,571.00
ADTECH	\$22,943.36
ALL-COMM Technologies, Inc.	\$206,131.93
M. O'Connor Contracting, Inc.	\$577,654.00
<b>TOTAL</b>	<b>\$851,678.39</b>

On a motion by Mr. Conroy, second by Mr. Lynch, the Committee voted (4-0) to approve the invoices listed above for a total of \$851,678.39.

Referencing a handout titled “Pending Change Order (PCO) Log – Walpole Police Headquarters Project” dated 10/10/2017, Mr. Jarvis presented the following proposed changes to the work: added outlets per request of the WPD (\$5,635); grading behind auxiliary building (\$17,054); additional dust control / soils management measures / EPA shutdown (\$20,568); credit for personnel lockers (-\$62,025.37); additional stone parking area near trailers (\$1,373); additional granite curbing along South Street (\$19,676);

change pre-cast concrete stairs to granite treads at front entry / delete two steps at sidewalk (\$0); electric strike monitoring (\$1,659); dirt glue emulsion product per EPA (\$897); and, electric strike monitoring at exit doors (\$594), for a total of \$5,430.63.

On a motion by Mr. Conroy, second by Mr. Lynch, the Committee voted (4-0) to approve of the above changes to the work in the amount of \$5,430.63 to be included in CO #04.

#### Review of Meeting Schedule

The Committee agreed not to meet on the fourth Tuesday of October.

The next meeting will take place on November 14, 2017 at 6:30 PM.

The meeting adjourned at 8:10 PM.

Respectfully submitted,

Thomas Gregory  
Assistant Town Administrator

#### Referenced Materials

PBC Agenda

PBC Minutes of 9/12/2017

Compass handout "Town of Walpole – COA Project – Executive Update" dated 9/30/2017

Compass handout "Town of Walpole – Central Fire Rescue Project" dated 10/10/2017

Compass handout "Pending Change Order (PCO) Log – Walpole Central Fire Station Project" dated 10/10/2017

Construction Change Directive (#08) from Schwartz / Silver Architects dated 9/29/2017

Memorandum from Nitsche Engineering dated 10/10/2017

Compass handout "Town of Walpole – Police Headquarters Project – Executive Update" dated 10/10/2017

Compass handout "Pending Change Order (PCO) Log – Walpole Police Headquarters Project" dated 10/10/2017