

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

Minutes

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

ALSO PRESENT: Chief Bailey, Deputy Chief Barry, Lt. Zanghetti, Bryan Jarvis, Don Anderson, Jon Traficonte, Stewart Marshall, Dan Aylward, John Catlin, Tony DiGiantomaso, Krystal Burrows, Greg Carell

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

On a motion by Mr. Conroy, second by Mr. Lynch, the Committee voted (5-0) to approve the minutes of the PBC meeting held on October 10, 2017.

Fire Station Project Update

Referencing a handout titled “Town of Walpole – Central Fire Rescue Project Executive Update” dated 11/14/2017, Mr. Jarvis provided a brief project update explaining that underground utilities are nearing completion with water; sewer; and drainage connections being made at the street; several additional boulders and underground storage tanks were discovered during this work which resulted in change orders; trailers have been moved to Stone field to allow for completion of all site utilities and pavement prep. It is unlikely that asphalt binder will be placed this season due to weather constraints; the brick veneer is ongoing and should be complete in December; rough electrical, plumbing, fire protection, and HVAC inspections are ongoing; insulation and drywall are nearing completion on the second floor with first floor to follow; window installation is beginning; temporary heat will be on starting next week; G&R is targeting placing the apparatus slab on grade in December. Mr. Keefe requested that SSA review the slope of the apparatus slab on grade in relation to the trench drains and the need for an “armored” joint at the aprons. SSA to follow up.

Mr. Conroy made a second request for a section drawing through the front apron of the new station due to concerns regarding the grading in this area. SSA will issue the sketch asap.

The project is tracking on budget.

Total project expenditures are \$6,745,359 against the \$14.2M budget (48% billed).

Approved change orders (through CO #07) total \$88,382 which has used 8% of the construction contingency.

Pending change orders currently under review total \$128,004

Review and Approval of Invoices (Fire)

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

Vendor/ Contractor	Amount
Compass Project Management	\$27,871.00
Compass Project Management	\$253.00
Compass Project Management	\$3,742.87
Schwartz / Silver Architects	\$21,054.00
G&R Construction	\$693,460.76
ALL-COMM	\$38,726.94
ALL-COMM	\$80,205.48
TOTAL	\$865,314.05

On a motion by Mr. Conroy, second by Mr. Fisher, the Committee voted (5-0) to approve of the invoices listed above for a total of **\$865,314.05**

Referencing a handout titled “Pending Change Order (PCO) Log – Walpole Central Fire Station Project” dated 10/31/2017, Mr. Jarvis presented the following proposed changes to the work: recessed electrical boxes in slab (\$7,199.99) and floor sink for gear extractor (\$3,106.83); to be added to the PCOs previously approved at the 10/10/17 meeting for inclusion on CO#07

On a motion by Mr. Conroy, second by Mr. Daley, the Committee voted (5-0) to approve the above changes to the work to be included in CO #07 and a grand total of \$30,239.69.

Referencing a handout titled “Pending Change Order (PCO) Log – Walpole Central Fire Station Project” dated 11/14/2017, Mr. Jarvis presented the following proposed changes to the work: Mop holder blocking (\$210.58); Sewer Connection changes (\$9,868.18); Vending area revisions (3,037.97); Wing wall/ceiling in electrical room (\$2,259.84); Towel bars and bath accessories (\$1,783.74); Light fixture swap at 2nd floor corridor (\$640.75); and Flashing details at windows per CCD#08 (\$7,515.45) for a subtotal of \$25,316.51 and inclusion on CO#08.

On a motion by Mr. Conroy, second by Mr. Daley, the Committee voted (5-0) to approve the above changes to the work to be included in CO #08.

Mr. Jarvis distributed Civil Drawing 200 that was part of Change Proposal Request 27r1 for the relocation of the fuel island. Mr. Jarvis explained that G&R recently submitted pricing for the related changes in the amount of \$34,742.52 and that the pricing is still being reviewed by SSA and Compass. However, direction, whether or not to pursue these changes, is needed in order for site work to continue.

On a motion by Mr. Conroy, second by Mr. Keefe, the Committee voted (5-0) to approve the relocation of the fuel island per CPR#27 and to have site work continue with these changes. Final pricing, expected not to exceed \$34,742 will be presented at a future meeting. Dan Aylward from G&R acknowledged that this approval was sufficient for G&R and subcontractors to move forward with the work.

Mr. Jarvis distributed the FFE/Communications/Security and Technology budget update worksheet dated 11/14/17. Mr. Jarvis explained that the Fire Dept has secured pricing for all items being considered for the new station. The items in GREEN on the worksheet are necessities for the station and need to be procured now for integration into the project. The items in YELLOW are pending costs

that will be presented at a later date. Mr. Jarvis noted that if all ITEMS are eventually approved, then a transfer from project contingency will be required as these line items will be over budget.

On a motion by Mr. Conroy, second by Mr. Daley, the Committee voted (5-0) to approve the procurement of the items in GREEN, as listed on the worksheet, including appliances; gear washer and dryer; IT equipment; and security system totaling \$350,504.

South Street (COA) Center Update

Referencing a handout titled “Town of Walpole – COA Project – Executive Update” dated 11/14/2017, Mr. Jarvis provided a brief project update explaining that construction has started. Site clearing and layout are complete. Rammed Aggregate Piers (RAPS) ground improvements were successfully installed the last week of October. Foundation construction is ongoing. The water services for the building have been connected at South Street. All other site utility work has started. PAGE construction is targeting to complete all foundation work by the end of November as structural steel is scheduled to arrive by mid-December. The groundbreaking ceremony was held on 10/30.

Review and Approval of Invoices (COA)

Total Project expenditures are \$887,734 against the \$7.4M budget (12% billed).

Construction billings are \$315,307 against a contract of \$5.9M (5% Billed)

No (0) Change Orders have been approved to date.

Construction Contingency spent to date: \$0 out of \$298,702 (0% expended).

Pending Change Orders currently under review or estimated (as of 10/31/17) total \$0.

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

Vendor/ Contractor	Amount
Compass Project Management	\$3,060.00
Catlin + Petrovick Architects	\$9,228.61
Page Building Construction Company	\$186,982.80
TOTAL	\$199,271.41

On a motion by Mr. Conroy, second by Mr. Fisher, the Committee voted (5-0) to approve of the invoices listed above for a total of \$199,271.41.

Mr. Jarvis informed that Committee that Mr. Johnson requested that pricing be sought to add the wheelchair lift; operable partition; and projector screen back into the project pending adequate funding.

Proposal Requests have been issued to PAGE for pricing. Mr. Conroy requested that Mr. Johnson consult the PBC prior to making these requests.

Police Station Project Update

Referencing a handout titled “Town of Walpole – Police Headquarters Project – Executive Update” dated 11/14/2017, Mr. Jarvis provided a brief project update explaining that the curbing and concrete were placed for the sidewalks along South Street; landscaping is ongoing; the team is reviewing the project plan to determine if final paving in the Spring is a better option due to concerns of weather/usage damage to the final product over the winter; installations of PVC trim and Hardi-Plank siding are substantially complete; rough MEP installations have passed inspections in the building and have started in the auxiliary building; insulation and drywall installations are ongoing; temporary heat will be provided next week; G&R is providing gas-fire temporary heaters and will NOT use the new building systems. Interior finish work will begin once the building is conditioned. Compass and the Lt. Zanghetti are actively managing and coordinating the radio; security; and furniture vendors with the construction work.

Mr. Conroy asked the Town Administrator’s office to provide an update regarding the fencing originally proposed to be installed along the abutters’ property along Gleason Ct. Mr. Conroy asked if the Town has any exposure given the poor state of the existing fence and that there is a significant drop at the retaining wall that is part of the Police station site.

The project currently remains several weeks ahead of schedule

Total project expenditures are \$6,094,324 against the \$10.4M budget (59% billed).

Construction contingency spent to date: \$198,676 out of \$860,000 (23% expended).

Pending change orders under review or estimated as of 10/31/2017 total: \$-4,992.

Review and Approval of Invoices (Police)

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

Vendor/ Contractor	Amount
Compass Project Management	\$30,201.00
Compass Project Management	\$1,893.65
Compass Project Management	\$2,750.00
The Carell Group	\$18,471.00
Swenson Granite	\$229.50
ALL-COMM Technologies, Inc.	\$47,314.79
M. O'Connor Contracting, Inc.	\$586,549.00
TOTAL	\$687,408.94

On a motion by Mr. Conroy, second by Mr. Lynch, the Committee voted (5-0) to approve the invoices listed above for a total of **\$687,408.94**

Referencing a handout titled "Pending Change Order (PCO) Log – Walpole Police Headquarters Project" dated 11/14/2017, Mr. Jarvis presented the following proposed changes to the work: Electrical mods for FFE/Tech/COMM (\$4,350); Test pits at COA (\$3,910); Delete gas connection at range and dryer (-\$172.00); Wire Mesh Partitions at outbuilding (\$8,935) for a total of \$17,023.

On a motion by Mr. Conroy, second by Mr. Daley, the Committee voted (5-0) to approve of the above changes to the work in the amount of \$17,023 to be included in CO #05.

Mr. Jarvis distributed Sketches SKA100417.1 and .2 that are part of Change Proposal Request 08 for added millwork trim in the training room. Mr. Jarvis explained that MOCC recently submitted pricing for the related changes in the amount of \$34,821 on CP #39 and that the pricing is still being reviewed by TCG and Compass. However, direction, whether or not to pursue these changes, is needed in order for millwork be fabricated prior to finish work.

On a motion by Mr. Conroy, second by Mr. Keefe, the Committee voted (5-0) to approve the added millwork per PR#8 and to have millwork continue with these changes. Final pricing, expected not to exceed \$34,821 will be presented at a future meeting. Krystal Burrows from MOCC acknowledged that this approval was sufficient for MOCC and subcontractors to move forward with the work.

Mr. Jarvis distributed the FFE/Communications/Security and Technology budget update worksheet dated 11/14/17. Mr. Jarvis explained that the Police Dept has secured pricing for the final items being considered for the new station. The items in GREEN on the worksheet are necessities for the station and need to be procured now for integration into the project. The items in YELLOW are pending costs that will be presented at a later date. Mr. Jarvis noted that a transfer of \$111,164 from project contingencies are required as these line items will be over budget. Mr. Jarvis recommend transferring \$62,025 from construction contingency, as this was the credit received from MOCC for the personnel lockers, and the balance of overage in the amount of \$49,139 from Owner's contingency to the appropriate FFE line items.

On a motion by Mr. Conroy, second by Mr. Daley, the Committee voted (5-0) to approve the procurement of the items in GREEN, as listed on the worksheet, including A/V equipment; radion equipment; printers; and security equipment in the amount of \$28,282 and the corresponding budget transfers as recommended by Mr. Jarvis

Review of Meeting Schedule

The Committee agreed to meet on the fourth Tuesday of November.

The next meeting will take place on November 28, 2017 at 6:30 PM.

The meeting adjourned at 8:50 PM.

Respectfully submitted,

Thomas Gregory
Assistant Town Administrator

Referenced Materials

PBC Agenda

PBC Minutes of 10/10/2017

Compass handout "Town of Walpole – Central Fire Rescue Project" dated 11/14/2017

Compass Handout – Central Fire Rescue Project Vendor Invoice Package dated October 31, 2017

Compass handout "Pending Change Order (PCO) Log – Walpole Central Fire Station Project" dated 10/31/2017

Compass handout "Walpole Central Fire Station Project Change Order #7"

Compass handout "Pending Change Order (PCO) Log – Walpole Central Fire Station Project" dated 11/14/2017

Compass handout "Walpole Central Fire Station Project C200 per CPR 27r1"

Compass handout "WCFS FFE/Tech/Comm/Security Budget worksheet dated 11/14/17"

Compass handout "Town of Walpole – COA Project – Executive Update" dated 11/14/2017

Compass Handout – COA Project Vendor Invoice Package dated October 31, 2017

Compass handout "Town of Walpole – Police Headquarters Project – Executive Update" dated 11/14/2017

Compass handout "Pending Change Order (PCO) Log – Walpole Police Headquarters Project" dated 11/14/2017

Compass handout "SKA10042017.1 and SKA10042017.2" as per PR#08 and CP#39

Compass handout "Walpole PHQ FFE/Tech/Comm/Security Budget worksheet dated 11/14/17"