

PERMANENT BUILDING COMMITTEE

Minutes – October 16, 2023

Present: Co-Chair Elaine Jones, Co-Chair Craig Blake, Jennifer Pincus, Ahnu Shaw, and James Kelly. Also present: Combined Facilities Director Sandra Duran.

The meeting was called to order at 7:00 p.m.

Fire Station No. 2, Boston Post Rd. Project Present: Owner's Project Manager Neil Joyce, Construction Monitoring Services, Inc., and Kaestle Boos Architect Kevin Witzell.

Mr. Joyce was introduced by Mr. Blake and updated the Committee relative to the current status summarized as follows:

- Interior finishes inclusive of vinyl wall covering continuing including installation of wall guard rails, corner guards, and toilet accessories
- Exterior finishes basically complete inclusive of column bases and finishes, installation of access controls and cameras for security purposes, antenna installation for communications and installation of the storefront entries
- Site work completed includes installation of the bituminous pavement binder, setting of the frames and covers to grade, gas service connection and meter installation, and sidewalk and curbing completion along the roadway to the National Development site.

Upcoming work will include energizing the gas service with the emergency generator in place planned for late October, plumbing and other final inspections enabling development of a punch list, MEP start-ups, and final paving to enable an occupancy date of late October into the first week of November. Training will also take place on the IT systems equipment. While plants are on site, final landscaping is expected to be completed in Spring.

Mr. Joyce reported that the \$5,828,000 project is 79.1 percent complete with the cost to date of \$4,609,351 inclusive of 3 change orders in the total amount of \$42,417.

Fairbank Community Center Project Present: OPM Christopher Eberly, Sr. Project Manager, Vertex, Inc. and Architect Thomas Scarlata, BH+A.

A construction schedule update was presented by Mr. Eberly summarized as follows:

- the Sr. patio pergola has been construction and will be stained
- gymnasium equipment installation is occurring
- flag pole has been installed
- 2nd floor work has included flooring installation and protection
- site work is continuing including loam and final grading
- kitchen equipment has been delivered
- wood siding installation at SPS entry in progress.

Mr. Eberly noted that the schedule is largely unchanged from the previous presentation and noted that the Colantonio narrative has a wrap up building construction date of December 13 with abatement to follow immediately and demolition of the existing building in February, and late May for site work and planting completion.

Mr. Eberly noted the transition schedule shared for discussion with the users which included the Town's technology equipment requirement for the new building. Mr. Eberly also noted that it has been strongly suggested to the users that purging of any extra or unwanted material should be implemented prior to the move to lessen the scope of the move. The schedule proposed and under consideration with the users has the existing building closed to the public on December 11 with a 5-day moving period to the new building and a few additional unpacking days to allow operations to begin on or about December 26. Mr. Eberly has also been in conversations with Colantonio concerning the turnover and demolition timing.

Change Order 13 based on Change Proposal No. 132 to lock in the dates for a no cost time extension due to utility-related delays was presented for the PBC's consideration. The contract time increase reflects the substantial completion dates as follows: Phase 1D, December 12, 2023; Phase 2A, February 9, 2024; and Phase 2B, March 12, 2024. The Change Order also noted that Colantonio, Inc. will be submitting a Notice of Claim related to General Conditions and Supervision costs for the schedule extension. Ms. Jones will request Town Counsel to review the contractual terms in regard to the potential claim.

In response to a question by Ms. Pincus as to how the time extension was calculated, Mr. Eberly noted that it appeared to be based on the number of working days the project was delayed due to the lack of permanent power to the site. Mr. Eberly stated he would validate. Other discussion, including questions by Mr. Kelly and Ms. Pincus, relative to the acceptability of the proposal date for substantial completion of Phase 1D of December 12, included consideration of the elevator inspection. Mr. Eberly advised that the inspection is not on the critical path and noted that there are likely other options including temporary provisions for ADA situations and operational methods for use during the move including the use of an elevator operator. Vertex has also posed a question to the Town Building Inspector and Fire Department relative to the fire alarm system operation if the elevator can't be tested. Although no response has been received to date, Mr. Eberly suggested that it could be addressed separately at a later time.

Upon conclusion of discussion, it was on motion by Ms. Pincus, seconded by Mr. Blake voted unanimously to approve Change Order Proposal 132 for a time extension with the dates noted on the proposal with no cost.

Ongoing discussion concerned the date of substantial completion and project costs, both potential and known. Change orders, both estimated and approved have been evaluated by Vertex. Vertex has concluded that the sum of the approved proposals and proposed project changes if approved would exceed the remaining project funds. Therefore there is a necessity of additional funding approval at the Special Town Meeting.

Discussion continued relating to the moving contract and the alternates provided at additional costs. With several unknowns as to methodology and in order to lock in the pricing, the Town agreed to go forward with a contract with Wakefield (moving contractor) for the base bid quotation of \$35,615 to which amendments will be issued upon quantification of the unknowns. Four alternates had been proposed and the recommendation is to proceed with two of the alternates: Alternate 1, two extra days for emptying the building in the amount of \$12,580 and Alternate 4 related to small IT items relocation in the amount of \$3,000. Wakefield offered to provide a container to hold items not to be used by the Town and transported to non-profit

organizations who could make use of the items. The cost for this service would be the same price as charged for a dumpster and disposal and keeps these usable items out of the landfill. Mr. Blake expressed the desire to know to whom the donation of materials would be made.

Mr. Eberly noted several site work items. BH+A has directed Colantonio to proceed with the grass seeding as required per specification following spreading of loam, although Colantonio stated that they wouldn't warranty planting because of the late timing. With regard to Colantonio's suggested drywell installation, BH+A, assisted by Mr. Blake, whose expertise is civil engineering, has been addressing the "Commons" lawn area in front of the building relative to flood control. Colantonio was directed to dig out the area where puddling was occurring and remove the existing poor draining soil discovered and replace it with material which allows for the appropriate drainage. It was noted that drainage issues at the rear of the building and behind the pool have been resolved by BH+A although costs have not yet been determined. It has been ascertained that there will be no effect on down-stream homeowners.

Town Forum Mr. Blake briefly reported on his and Mr. Kelly's attendance at the Town Forum primarily attended by Department heads and Committee members.

DPW Reroofing Project Facilities Director Sandra Duran updated the Committee noting that the design is close to finalization and a new 25-yr. warranty will be required for any new waterproof coating applied to the existing roof. Mr. Kelly will be working with Ms. Duran on behalf of the PBC.

Minutes Approval of the minutes of September 21 and October 4, 2023 was postponed.

Meeting Schedule The next meeting will be held on Wednesday, November 8, 2023, at 7 p.m.

There being no further business, the meeting was adjourned at 8:30 p.m.

Respectfully submitted,

Elaine L. Jones, Co-Chair