

PERMANENT BUILDING COMMITTEE

Minutes – July 24, 2024

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

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

Minutes The minutes of June 18, 2024 were approved as presented by unanimous vote.

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

Mr. Eberly commenced the project report with an update on construction stating that the project is in the close-out stage with most of the work on site completed. Some of the remaining work for completion includes the barn door installation, warranty tree repair, and bulb planting in addition to the Phase 2 lawn and other lawn repairs, with some of the items scheduled for late summer/early Fall. A draft of the Certificate of Substantial Completion has been prepared, with Mr. Eberly noting that some of the outstanding punch list items have already been performed including the acceptance of the masonry. It was noted that the DPW and the Planning Department's permission is required to remove the Phase 2 erosion control measures and the silt sack at the Fairbank Rd. catch basin location.

Mr. Eberly presented a budget update reflecting additional known and projected costs including the drainage project and associated monitoring and the acoustic remediation work, leaving a remaining projected balance of \$168,517. Included within the budget is \$5,332.17 approved for Sr. Center furniture needs.

Three potential Change Orders also considered include additional striping for EV stations, additional expansion joint masonry work performed to correct cracking, and potential reseeding of the North lawn, though that one may be included in the larger drainage project. Three rejected Change Proposals still under consideration and discussion with Colantonio are CP210 additional barn door hardware, CP217 replacement of the downspout at the corner of aquatics filter room which had been removed, and CP208 correction of the ceiling gap at the motorized partitions, which may be rolled into acoustic work.

A major open issue concerns acoustic corrections which Mr. Scarlata presented starting with the upper floor process and room sequencing. The scope and sequencing will involve the removal of existing ceiling tiles, framing and insulation, drywall installation, and necessary painting and incidental electrical work. Staging of materials is also a consideration. The cost estimate prepared by BH+A included a percentage for general conditions and a 7% "design contingency". Ms. Pincus and Ms. Duran will be reviewing Mr. Scarlata's recommendations this coming Friday. Doing all work at one time with users working remotely perhaps during a holiday period may be disruptive for departments but would be less expensive and could be part of a Colantonio proposal if requested. Mr. Eberly suggested another approach which involves an initial start with high value areas such as the bathrooms as a one off noting that, in his perspective, work conducted all at once although being cost effective, would be disruptive.

Discussion continued regarding the retainage agreed to be held relative to this issue which is considerably less than the BH+A estimate. Mr. Eberly noted that discussions involving Colantonio's responsibility for the current situation and the inherent responsibility for the corrective work have taken place. Separate conversations occurred between Vertex and Colantonio and another with Town Counsel. The Town is waiting for Colantonio to respond to Mr. Scarlata and is holding retainage relative thereto.

The wording of the Certificate of Substantial Completion has been agreed upon by BH+A and the Town and has been provided to Colantonio for signature. Relative to the drainage issue between the gymnasium and the two-story portion of the building, Mr. Scarlata has prepared documents ready for advertisement and based on public works format reviewed by Ms. Jones relative to the bidding. They could be available to bidders in 2 weeks, and the work schedule is currently proposed for September 15 to October 15. Lawn seeding would likely occur in the Fall.

Mr. Scarlata reported that work on the AV installation is progressing and invoices have been forwarded to the Town as he has been reviewing them. He will forward the invoices to Mr. Eberly as well for incorporation into the budget update.

PBC Membership In response to its advertisement for additional members, the Committee received two applications. One of the applicants, Mr. John Mann, a three-year resident of Sudbury, joined the meeting to express his interest and present his qualifications related to his extensive experience in building construction which, while not in the public sector, requires problem solving applicable to both private and public work. Discussion with Commission included the differences between private and public building construction and availability for meetings. At the close of discussion, the Committee thanked Mr. Mann for his interest and attendance.

Meeting Schedule The members and Ms. Duran agreed on a meeting date of Tuesday, September 3, at 7 p.m. Ms. Jones will check with Mr. Eberly and Mr. Scarlata as to their availability on that date to discuss the Fairbank project and contact the second applicant for PBC membership as to his availability to attend.

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

Respectfully submitted,

Elaine L. Jones
Co-Chair, Permanent Building Committee