

Educational Facilities Planning and Building Committee

Minutes of the Meeting January 20, 2016

Members Present: Bob Deering, Don Cecich, Brendan Driscoll, Geethanjali Mathiyalakam, Shelly Walsh, Susan Verdicchio, Todd Kosterman and Jessica Lohnes.

Members Absent: Charles Tseckares, Judy Evans and Roger Hain.

Others Present: Jim Dowd and Jim Burrows, Skanska USA Building; John LaMarre, Consigli Project Manager; Lorraine Finnegan and Dave Fanuele, SMMA; Meg White, Town Project Manager; Gerald Nardone (Consultant); and Susan McPhee, Winchester Energy Committee.

Mr. Deering called the meeting to order at 6:25 PM in the Mystic Valley Room, Town Hall.

- 1. Public Comment:** There were no public comments.
- 2. Approval of Minutes:** Copies of the meeting minutes of November 4, 18 and 24, December 2 and 16, 2015, and January 6, 2016 were previously distributed for review and comment. ***On a motion by Brendan Driscoll, seconded by Susan Verdicchio, it was moved and seconded to approve the minutes of November 4, 18 and 24, December 2 and 16, 2015, and January 6, 2016 as amended. The motion was unanimously approved.***
- 3. Invoices:** Copies of the Memorandum from Town Manager, Richard Howard, to the EFPBC dated January 20, 2016 regarding invoices and spending authorizations was distributed and reviewed (Attachment #1). The Town Manager recommended that the Committee take favorable action on the invoices and spending authorizations. Jim Burrows reviewed the invoices as outlined in the Town Manager's memorandum.

Payment Authorizations: VO Elementary School Project

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| Skanska USA | Invoice #1315839-000-12623-14 | \$ 2,850.00 |
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Payment Authorizations: Winchester High School Project

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| Skanska USA | Invoice #1312805-PDS-12613-41 | \$ 61,970.00 |
| SMMA | Invoice 0044162 | 85,500.00 |
| VHB | Invoice 0210980 | 1,200.00 |
| Consigli Construction | Requisition #18 | 2,490,485.96 |
| MBTA | Invoice 030807 | 250.00 |
| Briggs | Invoice 80950 | 725.00 |
| Briggs | Invoice 81122 | 574.00 |
| Briggs | Invoice 81240 | 455.00 |
| Briggs | Invoice 81355 | 527.00 |
| Briggs | Invoice 81474 | 347.00 |
| Triumph Modular | Invoice RI181975 | 10,000.00 |
| Triumph Modular | Invoice RI181976 | 13,000.00 |
| WB Mason | Invoice #696109 | 8,650.00 |

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Spending Authorizations: Winchester High School Project

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| Consigli Construction | Change Order #16 | \$ 218,512.29 |
| SMMA | Additional Service Request #4 (Listening) | 8,600.00 |
| Consigli Construction | Culvert Change Order (317) | 1,560,636.37 |
| Skanska USA | Amendment #2 | 18,960.00 |
| SMMA | Additional Service Request #3 (Culvert) | 11,000.00 |

4. Additional Temporary Parking Request: Jim Burrows reported that he was approached by the SRO at the high school requesting Skanska to look into temporary additional parking spaces for the end of this school year only. A document with drawings identifying two rows of parking, one drive lane, no temporary parking surface, and post guard rails was provided for committee review. For eight weeks of parking the estimated cost was \$25,000 including excavation and \$5,000 for post guard rails. Approximate value is \$35,000. The committee discussed the request.

On a motion by Brendan Driscoll, seconded by Robert Deering, the Committee unanimously voted to take no action on the request for additional temporary parking.

5. Change Order: Consigli Change Order Number 016 was reviewed with the EFPBC Finance Subcommittee and the Subcommittee agreed to all the items. Dave Fanuele read through the list of items in Change Order Number 016 dated January 19, 2016, which included:

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| CR 109 PR-058 | Final reconciliation of added costs and credits for structural steel revisions | \$14,844.00 |
| CR 121 PR- 066 | Doors, frames and hardware revisions in Phase I | 13,885.00 |
| CR 136 ASI-026 | Final reconciliation of costs for the sealing of the under slab waterproofing membrane | 3,347.00 |
| CR 140 | Removal of brick pavers at existing entrance connector/walkway and addition of topping slab | 6,842.00 |
| CR 145 PR-087 | Exterior veneer changed from brick to cast stone veneer system | 6,071.00 |
| CR 149 PR-086 | Modification to generator pad size | 2,572.00 |
| CR 152 RFI-214 | Changed kitchen grease trap support | -4,000.00 |
| CR 184 CCD-022 | Modifications of structural brace frame columns | 6,593.00 |
| CR 235 PR-147 | Temporary piping of the south fin tube radiators | 7,521.00 |
| CR 247 RFI-378 | Added low wall at rear of Stage | 2,506.00 |
| CR 280 | Provision for a temporary generator | 57,335.00 |
| CR 291 PR-166 | Revision to power requirements for cook top appliances | 0.00 |
| CR 296 FRI-0465 | Added electrical feeds and pneumatic controls | 10,012.00 |
| CR 350 PR-199 | Work required as part of the assistive listening system stop work order | 7,230.00 |
| CR 367 RFI-259,334 353 | Structural brace frame connection modifications | 18,198.00 |
| CR 374 PR-100R, PR-37 | Kitchen equipment revisions included added control box at hose reel units | 26,866.29 |
| CR 375 RFI-0528.1 | Added mop receptor in Trainer Room | 4,954.00 |
| CR 378 PR-204 | Added piping for radiant panels | 8,499.00 |

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| CR 379 RFI-0554 | Revised door hardware sets | 2,649.00 |
| CR 382 RFI-0543.1 | Door in gym revised from a storefront opening to a hollow metal door and frame | \$ 2,346.00 |
| CR 383 RFI-0581 | Light fixture type changes | 6,677.00 |
| CR 386 RFI-0438.1 | Relocation of unforeseen existing 6" dual temp. return pipe | 7,846.00 |
| CR 393 RFI-0466 | Modification of structural brace frame | 851.00 |
| CR 401 RFI-0430 | Added electrical feed for the fire curtain hoist winch | 4,868.00 |
| SMMA | Assistive Listening System - Additional Service | 8,600.00 |

On a motion by Don Cecich, seconded by Geethanjali Mathiyalakam, it was moved and seconded to authorize the Town Manager to make payment of the Construction Manager Change Order Number 16 and the costs related to the culvert projects. The motion was unanimously approved.

On a motion by Don Cecich, seconded by Brendan Driscoll, it was moved and seconded to authorize the town Manager to make payment for the Vinson-Owen Elementary School and Winchester High School project invoices and to approve the spending authorizations as detailed in the Town manager Memorandum to the Committee dated June 20, 2016 (Attachment #1). The motion was unanimously approved.

6. *Next Meeting Dates:* The meeting dates for February have been changed to February 10 and February 24. The meetings will be held at the Parkhurst School, 40 Samoset Road due to the Winton Club production being held at the Town Hall.

7. *PR Issuance Tracking:* Consigli has been tracking the PR and CR trending and will continue to do so during the course of the project.

8. *High School Construction Update:* Jim Dowd distributed copies of Skanska's Meeting Agenda and the Phasing (Attachment #3). Jim reported Skanska is feeling more comfortable cost wise with the numbers as they are trending in the right direction. Brendan spoke about the additional parking space request received and how to better handle any future requests. The EFPBC would like to have such requests brought to the Committee directly, with an understanding of both the time and cost burden Skanska experiences with such requests.

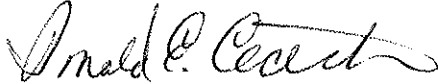
9. *Construction Update:* John LaMarre reported that students now have access to the stage area in the auditorium for play practice. The target date for the official opening of the auditorium is scheduled for February 19th. If all goes as planned the auditorium could be available prior to the February vacation.

There was a request from a member of the EFPBC to have the agenda along with attachments to be available to members prior to the meeting.

9. *Adjournment:* *It was moved and seconded to adjourn the meeting at 7:23 PM.*

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Respectfully Submitted,



Donald E. Cecich
EFPBC Secretary

Attachments:

1. Memorandum dated January 20, 2016 from Richard Howard, Town Manager, to the EFPBC regarding invoices for payment and spending authorizations.
2. Aberjona River FMP Phasing Plan dated December 2015.
3. Skanska Agenda dated January 20, 2016 including:
 - a. AIA Document G701/CMA-1992 Change Order dated January 19, 2016.
 - b. SMMA letter dated November 5, 2015, revised December 1, 2015 Re: WHS Assistive Listening System.
 - c. Diagram dated 1/12/16 Culvert Contractor Milestone.
 - d. Winchester High School PR and CR Trending Report.
 - e. Consigli - Change Request #317 dated September 21, 2015 - Skillings Field Soils Remediation.
 - f. Letter from Jim Dowd, Skanska to Richard Howard, dated October 21, 2015 regarding Skanska Contract Amendment #2 for the Skillings Culvert Project.
 - g. SMMA Letter dated July 31, 2015 - Additional Service Request No. 3, Culvert Project Coordination.