

# Educational Facilities Planning and Building Committee

## Minutes of the Meeting October 19, 2016

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Members Present: Bob Deering, Don Cecich, Brendan Driscoll, Charles Tseckares, Geethanjali Mathiyalakam, Judy Evans, Shelly Walsh, Roger Hain, Susan Verdicchio, Jessica Lohne and Todd Kosterman.

Members Absent: None

Others Present: Jim Dowd, Skanska USA Building; David Fanuele, SMMA; John LaMarre, Consigli Project Manager; Meg White, Project Manager; and Gerald Nardone, EFPBC Consultant.

The meeting was called to order at 6:05 PM at the Winchester High School library

Jim Dowd distributed copies of Skanska's October 19, 2016 meeting Agenda including the High School Project Budget Update and Construction Contingency/Change Orders Summary (Attachment #1).

**1. Public Comment:** None.

**2. Construction Update:** John LaMarre provided an update on Buildings A and B that included removal of the existing roof with the plan to have the area temperature closed after Thanksgiving. The paving on Nelson Street near Mod A is completed. The Skillings Field update included rough grading near the tracks, prepping for culvert work on the tracks, and placing the binder down for approximately 1/2 of the parking lot prior to snow fall.

**3. Deliverables:** None

**4. Invoices:** Copies of the Memorandum from Town Manager, Richard Howard, to the EFPBC dated October 19, 2016 regarding invoices and spending authorizations was distributed and reviewed (Attachment #2). The Town Manager recommended that the Committee take favorable action on the invoices and spending authorizations.

Jim Dowd reviewed the Payment and Spending Authorizations for the Vinson-Owen School Project, and the Payment and Spending Authorizations for the High School Project. There was a question raised regarding Change Order #1 for the Vinson-Owen sink costs. It was noted the sinks were not ADA compliant. The Committee postponed action on this \$22,597.60 item to a future date.

*Payment Authorizations:*

### VO Elementary School Project

Skanska USA	Invoice 1315839-000-12871-23	\$8,370.80
Tappe Architects	Invoice 160903	\$4,491.50

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Classic Construction	Application #4	\$22,597.60 (Hold)
LCN	Invoice 25438	\$3,260.80
Apple	Invoice 4394371854	\$207.00

*Spending Authorizations:*  
**VO Elementary School Project**

Classic Construction	Change Order #1	\$11,061.40 (Hold)
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*Payment Authorizations:*  
**Winchester High School Project**

Garrity	Invoice 10146	\$1,000.00
Skanska USA	Invoice 1312805-PDS-12875-50	\$131,768.44
Allstate Electric	Invoice 2016I-5509	\$465.00
SMMA	Invoice 0045657	\$169,229.76
Consigli Construction, Inc.	Requisition #27	\$1,727,456.43
MBTA	Invoice 033290	\$250.00
Briggs Engineering	Invoice 85300	\$500.00
Briggs Engineering	Invoice 85204	\$942.00
Briggs Engineering	Invoice 85389	\$350.00
Triumph Modular Inc.	Invoice 41481	\$10,000.00

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Triumph Modular Inc.	Invoice 41505	\$13,000.00
Triumph Modular Inc.	Invoice 40442	\$47,250.00
Triumph Modular Inc.	Invoice 41617	\$1,714.50
ABC Moving & Storage	Invoice 9420	\$28,557.00
ABC Moving & Storage	Invoice 9531	\$1,704.40
ABC Moving & Storage	Invoice 10303	\$7,337.75
ABC Moving & Storage	Invoice 9701	\$6,137.50
ABC Moving & Storage	Invoice 12028	\$5,300.00
ABC Moving & Storage	Invoice 10304	\$4,954.00
ABC Moving & Storage	Invoice 10305	\$4,954.00
ABC Moving & Storage	Invoice 10306	\$4,132.00
ABC Moving & Storage	Invoice 10308	\$2,928.00
School Furnishings	Invoice 26003	\$42,435.46
Office Resources	Invoice 109290	\$1,123.31
Office Resources	Invoice 1092890	\$40,381.82
Monitor Equipment	Invoice 6588	\$2,751.00
WB Mason	Invoice I37749702	\$1,927.44
WB Mason	Invoice I37117673	\$211.75
WB Mason	Invoice I38070358	\$4,000.00
WB Mason	Invoice I38070688	\$4,000.00
WB Mason	Invoice I37385693	\$308.00

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WB Mason	Invoice I37503009	\$322.20
BSN Sports	Invoice 98158226	\$16,347.67
ProAV	Invoice 24282	\$88,773.00
ProAV	Invoice 24640	\$5,696.00
GovConnection	Invoice 53990552	\$31,403.50
GovConnection	Invoice 53989292	\$9,308.50
GovConnection	Invoice 53993303	\$5,800.00
JRM	Invoice 0000619435B	\$4,455.00
JRM	Invoice 0000612111	\$3,165.00

*Spending Authorizations:*

### **Winchester High School Project**

Sheffield Pottery, Inc.	Sales Quote B249034	\$250.00
Boston Kiln Sales & Services, Inc.	Quote (2 Enviorlinks for kiln)	\$460.00

***On a motion by Don Cecich, seconded by Brendan Driscoll, it was moved and seconded to authorize the Town Manager to pay the Vinson-Owen invoices and approve the Spending Authorizations and the Winchester High School invoices and approve Spending Authorizations as presented in the memorandum of the Town Manager dated October 19, 2016 to the EFPBC (Attachment #2). The Motion was unanimously approved.***

**5. Approval of Meeting Minutes:** The meeting minutes of August 17, September 7 and 21, 2016 were reviewed.

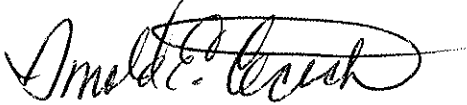
***On a motion by Judy, seconded by Brendan, it was moved and seconded to approve the minutes of August 17, 2016, September 7 and 21, 2016 as presented. The Motion was unanimously approved.***

**7. Next Meeting Date:** November 2, 2016 at 6:30 PM in the Mystic Valley Room at Town Hall.

**8. Adjournment:** It was moved and seconded to adjourn the meeting at 6.49 PM.

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Respectively submitted,

A handwritten signature in black ink, appearing to read "Donald E. Cecich", written in a cursive style.

Donald E. Cecich  
EFPBC Secretary

Attachments:

1. Skanska October 19, 2016 Meeting Agenda including the High School Project budget Update and Construction Contingency Summary Report.
2. Memorandum from Town Manager dated September 21, 2016 regarding Payment and Spending Authorizations.