

Educational Facilities Planning and Building Committee

Minutes of the Meeting August 19, 2015

Members Present: Bob Deering, Don Cecich, Brendan Driscoll, Gerald Nardone, Charles Tseckares, Judy Evans and Geethanjali Mathiyalakam.

Members Absent: Shelly Walsh, Linda Rossetti and Roger Hain.

Others Present: Jim Dowd and Jim Burrows, Skanska USA Building; John LaMarre, Project Manager, Consigli Construction Company; Dave Fanuel and Ed Frenette, SMMA; Meg White, Town Project Manager; and John Danizio, Director of Finance.

Bob Deering called the meeting to order at 6:00 PM at the Winchester High School Construction Trailers.

1. **Comments from the Public:** There were none.

2. **Approval of Meeting Minutes:** The Meeting Minutes of May 6, 2015 and July 15, 2015 were reviewed. **A Motion was made by Charles Tseckares, and seconded by Gerald Nardone, to approve the Meeting Minutes of May 6, 2015 and July 15, 2015 as corrected. The Motion was unanimously approved.**

3. **Invoices for Payment and Spending Authorizations:** Copies of the Memorandum from Richard Howard, Town Manager, to the EFPBC dated August 19, 2105 regarding invoices for payment and spending authorizations were distributed and reviewed (Attachment #1). The Town Manager recommended that the Committee take favorable action on the invoices and spending authorizations.

Payment Authorizations:

Winchester High School Project

Garrity/Knisley	Invoice #9952	\$ 850.00
Skanska USA Building Inc.	Invoice # 1312805-PDS-12489-36	63,251.23
Daily Times Chronicle	Invoice # 94	92.12
WPD	Invoice # 7808	1,404.74
SMMA	Invoice # 0043304	85,500.00
Consigli Construction Co.	Invoice # 13	6,154,561.55
Briggs Engineering & Testing	Invoice # 77577	897.00
Briggs Engineering & Testing	Invoice # 78088	2,282.00
Briggs Engineering & Testing	Invoice # 78217	1,107.00
Briggs Engineering & Testing	Invoice 78347	1,535.00
Triumph Modular, Inc.	Invoice # RI175510	10,000.00
Triumph Modular Inc.	Invoice # RI174544	9,000.00
WB Mason	Invoice # 671407	2,668.00
WB Mason	Invoice # 127221994	1,828.75
SANE	Invoice # 71875	584.40
ProAv Systems	Invoice #22038	8,880.00

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Apple Inc.	Invoice #4345344968	39,229.00
Apple Inc.	Invoice #4346678439	35,670.00
Apple Inc.	Invoice #4345415565	3,559.00
Apple Inc.	Invoice #4345208681	3,249.00

A motion was made by Don Cecich, and seconded by Gerald Narsonee, to approve the above invoices for payment by the Town Manager as detailed in the Assistant Town Manager's Memorandum to the Committee dated August 19, 2015 (Attachment #1). The Motion was unanimously approved.

Spending Authorizations:

Winchester High School Project

Consigli Construction Co.	Change Order # 11	\$ 94,611.99
ABC Moving	Contract	75,000.00

Vinson Owen School Project

American Window Film.	Contract	35,000.00
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On a Motion by Don Cecich, seconded by Brendan Driscoll, it was moved to authorize the Town Manager to accept Consigli Construction Change Order #11 (revised from \$91,885.53 to \$94,611.99) and ABC Moving for the Winchester High School Project and the American Window Film Contract on the Vinson-Owen School project as detailed in the Assistant Town Manager's Memorandum to the Committee dated August 19, 2015 (Attachment #1). The Motion was unanimously approved.

4. ***Vinson-Owen Elementary School*** – The window film installation will start on August 24th and be completed by September 4th

Regarding the landscaping on Ridge Street, Town Council says the EFPBC need to authorize up to \$7,500 to support his negotiations with the abutters to settle the dispute.

On a Motion made by Brendan Driscoll, seconded by Gerald Nardone, it was move to authorize Town Council to spend up to \$7,500 in compensation, the landscaping company must submit their invoices directly to the Town Manager and the Town will pay the landscaper directly. The Motion was unanimously approved.

Mr. Driscoll gave the Committee an update on air-conditioning and installing ceiling fans. We will get a cost estimate to install air-conditioning in the three new classrooms. The new LED lighting will be installed before school starts.

Regarding the classroom build-out, Mr. Borrows commented they Skanska will have a better update mid September. They intend is to have the work completed by September 2016.

5. ***Winchester High School Project*** - Mr. Dowd distributed copies of Skanska's Meeting Agenda, Project Budget Update, Construction Contingency - Change Orders Summary and RTA No. 40 for Theatrical Rigging dated August 19, 2015 (Attachment #2).

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Mr LaMarre commented that Consigli in on schedule for meeting the September 2nd commitments. Consigli will have the required Certificate of Occupancy.

RTA No. 57 for the Final Cleaning in the amount of \$240,000 was reviewed. It includes a rough cleaning, final cleaning and washing of all windows (Attachment #3). Cleaning is being done once per phase of the above scope of work.

On a Motion by Don Cecich, seconded by Gerald Nardone, it was moved to authorize the Town Manager to accept Consigli Construction RTA No. 57 awarding the Final Cleaning to Front Lin, Inc., in the amount of \$240,000. The Motion was unanimously approved.

Mr. Dowd presented a revised PFA after Bid Adjustments for the Committee to review (Attachment #4). This PFA was submitted to the MSBA on July 21, 2015. He recommended that the Committee take favorable action and approve the PFA as presented to MSBA.

On a Motion by Don Cecich, seconded by Charles Tseckares, it was moved to approve the PFA as presented to the MSBA on July 21, 2015. The Motion was unanimously approved.

Mr. Frenette commented that we have spent 90% of FF&E. He commented that our timing for purchasing the FF&E was very good as all of the costs are going up substantially.

6. Other Business – There was none.

The next meeting is scheduled for 6:00 P.M. on September 2, 2015 in the construction trailers.

Adjournment: It was moved and seconded to adjourn the meeting at 7:15 P.M.

Respectfully Submitted,

Donald E. Cecich
EFPBC Secretary

Attachments:

1. Memorandum dated August 19, 2015 from Richard Howard, Town Manager, to the EFPBC regarding invoices for payment and spending authorizations.
2. Skanska – Meeting Agenda, Project Budget Update, Construction Contingency - Change Orders Summary and RTA No. 40 for Theatrical Rigging dated July 15, 2015.
3. Consigli RTA #57 for Final Cleaning dated July 17, 2015 in the amount of \$240,000.
4. PFA after Bid Adjustments submitted to the MSBA on July 21, 2015.