

Educational Facilities Planning and Building Committee

Minutes of the Meeting December 16, 2015

Members Present: Brendan Driscoll, Charles Tseckares, Geethanjali Mathiyalakam (arrived at 6:40 P.M.), Judy Evans (arrived at 6:39 PM), Roger Hain, Susan Verdicchio and Todd Kosterman.

Members Absent: Bob Deering, Don Cecich, Shelly Walsh and Jessica Lohnes.

Others Present: Jim Dowd and Jim Burrows, Skanska USA Building; John LaMarre, Consigli Project Manager, Ed Frenette, SVP, and Dave Fanuele, SMMA; Meg White, Town Project Manager; and Patty Clewley (resident).

The Committee had to wait for a quorum in order to start the meeting. While waiting, Jim Dowd gave an overview of the budget to date. Everything has been bought out except for \$2.1M in technology. At the December 15th School Committee meeting, Jim Dowd and Bob Deering provided the School Committee with a project update including status of the construction contingency. At this point in the project, the contingency is not tracking along the lines that the EFPBC would like it to. As Skanska keeps a very close eye on the budget, they are reigning in items. It is the Committee's intent to be able to release some scope that has been deferred.

Mr. Tseckares called the meeting to order at 6:35 PM in the Town Hall Mystic Valley Room.

1. **High School:** Jim Burrows distributed copies of Skanska's December 16, 2015 Meeting Agenda and attachments (Attachment #1). Jim reported that the auditorium will be completed and open in mid-February. If everything goes as planned, Consigli is currently looking at a limited opening in the afternoons for theatre group practice by January 19th. Phase 2 is proceeding along well. All materials have been delivered and work will continue during the winter months.

2. **Change Order Number: 015:** Jim Burrows reviewed the items in Change Order Number 015. CR97 is for support clips for curtain wall system at a cost of \$1,500; CR111 is for added chain link separations at a cost of \$13,571.69; CR143 is for revised location of the transformer and re-routing of the secondary electric service to electric room at a cost of \$990.89; CR 163 is for revised kitchen floor trough size at \$0 cost; CR196 is for deletion of sanitary napkin disposals as requested at a cost of \$2,050.00; CR219 is for added structural concrete details for the dock leveler at loading dock at a cost of \$6,844.20; CR245 is for modification of retaining wall cut out at \$0 cost; CR252 is for demolition and abatement of unforeseen existing fuel lines including removal of contaminated soil at a cost of \$14,664.64; CR290 is for added detectable warning strips at main entrance plaza as requested at a cost of \$6,647.43; CR293 is for added wall phone and clock in temporary room at a cost of \$462.79; CR322 is for removal of smoke detector in dishwasher exhaust at a cost of \$1,773.66; and CR336 is for added light fixture, switch, occupancy sensor and outlet in storage rooms C208 and C211 at a cost of \$2,569.01. The total for the change orders is \$46,974.31.

CR385 for added (4) intrusion alarm motion detectors and 1 door contact in buildings A and B as required for \$5,787.00 was removed from Change Order Number 015.

On a motion by Brendan Driscoll, seconded by Roger Hain, it was moved to authorize the Town Manager to accept Consigli Construction Co., Inc. Change Order #015 dated December 11, 2015

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in the amount of \$46,974.31, which included an adjustment of \$5,787.00. The Motion was unanimously approved.

Charles Tseckares took a moment to thank Gerald Nardone for his commitment to the EFPBC for his years of service and noted that he will be missed. Charles also welcomed Todd Kosterman as a new member of the EFPBC.

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

4. **Invoices for Payment and Spending Authorizations:**

A copy of the Memorandum from Town Manager, Richard Howard, to the EFPBC dated December 16, 2015 regarding invoices for payment 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.

Payment Authorizations: V-O Elementary School Project

Tappe Associates, Inc.	Invoice # 151108	\$ 32,421.00
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Payment Authorizations: Winchester High School Projects

Skanska USA	Invoice 1312805-PDS-12523-40	\$ 63,310.00
SMMA	Invoice 0044000	103,740.16
Consigli Construction	Requisition #17	3,712,477.67
MBTA	Invoice 030536	250.00
Briggs	Invoice 80221	450.00
Briggs	Invoice 80372	580.00
Briggs	Invoice 80527	445.00
Briggs	Invoice 80674	365.00
Briggs	Invoice 80804	420.00
Triumph Modular	Invoice RI180691	13,000.00
Triumph Modular	Invoice RI180690	10,000.00
Red Thread	Invoice 529876	3,284.00
WB Mason	Invoice 689360	28,480.00
Brodart	Invoice 418587	1,942.20
Brodart	Invoice 418533	1,942.20
Brodart	Invoice 417814	1,942.20
Creative Office Pavilion	Invoice 12959	681.00
Creative Office Pavilion	Invoice 12960	18,771.00
Creative Office Pavilion	Invoice 12961	12,227.00
Creative Office Pavilion	Invoice 13729	8,560.00
Creative Office Pavilion	Invoice 13730	52,608.00
Creative Office Pavilion	Invoice 13731	351.00
Creative Office Pavilion	Invoice 13732	26,038.56
Creative Office Pavilion	Invoice 13733	42,175.68
Creative Office Pavilion	Invoice 13734	38,940.68

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Creative Office Pavilion	Invoice 13735	52,795.05
Creative Office Pavilion	Invoice 13951	540.00
Creative Office Pavilion	Invoice 15109	2,786.00
Creative Office Pavilion	Invoice 15110	1,320.00
ProAv Systems	Invoice 22532	960.00
ProAv Systems	Invoice 22871	9,922.00

On a motion by Brendan Driscoll, seconded by Geethanjali Mathiyalakam, it was moved and seconded to authorize the Town Manager to pay Vinson-Owen School Project and the Winchester High School payment authorizations as outlined in the December 16, 2015 Memorandum from Town Manager Richard Howard (Attachment #2). The Motion was unanimously approved.

It was decided to delay approval of the Spending Authorizations for the Winchester High School project included in the December 16, 2015 memorandum from Town Manager, Richard Howard, to the EFPBC until the first meeting in January 2016.

5. *Next Meeting Date:* The next meeting is scheduled for January 6, 2016 at 6:30 PM in Town Hall.

6. *Adjournment:* *It was moved and seconded to adjourn the meeting at 7:01 PM.*

Respectfully Submitted,



Donald E. Cecich
EFPBC Secretary

Attachments:

1. Skanska - Project Budget Update
2. Skanska Construction Contingency - Change Orders Summary
3. Change Order Number 015
4. Memorandum dated December 16, 2015 from Richard Howard, Town Manager, to the EFPBC regarding invoices for payment and spending authorizations.