

Educational Facilities Planning and Building Committee

Minutes of the Meeting July 1, 2015

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

Members Absent: Shelly Walsh, Roger Hain and Linda Rossetti

Others Present: Jim Dowd and Jim Burrows, Skanska USA Building; John LaMare, Consigli Project Manager; Meg White, Town Project Manager; Dave Fanvele, SMMA; John Danizio, Director of Finance; Susan McPhee, Energy Management Committee; Sean Kiley, WHS Principal and Superintendent Judy Evans.

Bob Deering called the meeting to order at 6:04 P.M. in the Parkhurst School, 40 Samoset Road.

1. Comments from the Public: There were none.

2. Approval of Minutes: The meeting minutes of August 20, March 18, April 1 and 15, 2015, August 20 and May 20, 2015 were distributed for review and comment. ***A motion was made by Brendan Driscoll, seconded by Gerald Nardone, to approve the minutes of August 20, 2014, March 18, 2015, April 1, 2015, April 15, 2015, August 20, 2015 and May 20, 2015 as presented. The Motion was unanimously approved.***

3. Invoices for Payment and Spending Authorizations: A copy of the Memorandum from Town Manager, Richard Howard, to the EFPBC dated July 1, 2105 regarding invoices for payment 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.

Payment Authorizations: Winchester High School Project - Prepared by Meg White

Spot Coolers Invoice #001506001	\$ 8,100.00
Spot Coolers Invoice #001506479	650.00
Spot Coolers Invoice #001504957	700.00

Jim Burrows reported on the cost of the spot coolers at the Vinson-Owen School indicating the \$57,350 for the spot coolers will be an add alternate and \$5,000 will be for engineering costs. The exhaust fans, if approved by EFPBC, could have design and specs by the early fall.

On a motion by Don Cecich, seconded by Brendan Driscoll, it was moved and seconded to authorize the Town Manager to pay the invoices as described in the memorandum from Town Manager, Richard Howard, dated July 1, 2015 (Attachment 1) and Tappé approve for the design for the classroom fit out and an additional \$5,000 for air conditioning be paid as an add alternate. The Motion was unanimously approved.

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4. Change Orders: Mr. Burrows distributed copies of the Skanska meeting agenda and attachments (Attachment #2) and reported that there has not been any movement from the last meeting regarding change orders. The fly loft change order will be available at the next meeting.

5. Recommendation to Award – RTA The Committee reviewed the following RTA's for approval:

- RTA No. 47 - Gym Equipment dated June 12, 2015 in the amount of \$ 76,900 (Attachment #2-4).
- RTA No. 55 - Projection Screens Cubicle Curtains Tracks dated June 30, 2015 in the amount of \$39,585 (Attachment #2-5).
- RTA No. 56 - Signage dated June 30, 2015 in the amount of \$ 92,377 (Attachment #2-6).

On a motion made by Don Cecich, seconded by Gerald Nardone, to authorize the Town Manager to accept RTAs 47, 55, and 56 as presented. The Motion was unanimously approved.

6. Technology Procurement Items: Jim Burrows reported on the Network Electronic System Procurement at Winchester High School as follows:

- Garcia-Alaska-Desous recommended the bid to LCN for switches in the amount of \$525,770.91 (Attachment #2-7).
- Garcia-Galuska-Desous recommended the bid to Pro AV Systems for video Equipments Systems in the amount of \$56,180.43 (Attachment #2-7).
- Garcia-Galuska-Desous recommended the bid to Valley Communications Systems in the amount of \$17,782.18 (Attachment #2-7).
- Language Lab equipment in the amount of \$69,496 (Attachment #2-7).

The items listed above will be completed in September for the opening of Phase I.

On a motion made by Don Cecich, seconded by Brendan Driscoll, it was moved to authorize the Town Manager to accept the spending authorizations for LCN in the amount of \$525,770, Pro AV Systems in the amount of \$56,180, Valley Communications in the amount of \$17,782, and Language Lab in the amount of \$69,496 fir technology equipment costs as outlined in the documents provided. The Motion was unanimously approved.

7. Construction Update: Jim Dowd outlined that the auditorium is slated for opening in mid-late October due to delays in material deliveries (terra cotta). The materials are currently in New Hampshire and scheduled to arrive on site this week.

Landscaping will be dressed up for the Phase I opening, however, the final landscaping including trees will not be done for this September. Phase I will be a “soft” opening.

John LaMare provided an update on the construction progress to date (Attachment #3). Items included the case and mill work, and tile work be installed. Contingencies are in place in the event gas, phone, electric, etc., experience delays. The modular classrooms are being installed on August 30th. Rick Tustin and Al Wile have been doing walk-through on a regular basis.

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Jim Dowd reported on the culvert project will start in June of 2016. The culvert will run from Skillings Road near the train tracks and run diagonally northwest to the far back left corner to Swanton Street. The scope of the work for the culvert includes dirty dirt that needs to be mitigated. This will begin in June of 2016 with a completed date of May 2017. This project will interfere with parking plans and the field work. SMMA, Consigli and Skanska need to work out suggested plans. This is going to be presented to VHB with the Town Manager on July 15th.

8. The next meeting is scheduled for July 15, 2015 at Parkhurst at 6:00 P.M.

9. Adjournment: *It was moved and seconded to adjourn the meeting at 6:50 p.m.*

Respectfully Submitted,



Donald E. Cecich
EFPBC Secretary

Attachments:

1. Memorandum dated July 11, 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 Nos. 47, 55, ab56 dated July 1, 2015:
 - RTA No 47 - Gym Equipment dated June 12, 2015
 - RTA No 55 -Projection Screens & Cubicle Curtains & Tracks dated June 30, 2015
 - RTA No 56 - Signage dated June 30, 2015
 - WHS Technology Equipment Cost Estimate July 1, 2015
 - Garcia.Galuska.Desousa Letter dated June 26, 2015 (3)
 - Apple Inc. Education Price Quote dated June 10, 2015
 - Commbuys Operational Services Division
 - Tappé Budget/Task Analysis (Draft)
3. Consigli Construction Report dated July 1, 2015.