

Educational Facilities Planning and Building Committee

Minutes of the Meeting March 16, 2016

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

Members Absent: Roger Hain.

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

Mr. Deering called the meeting to order at 6:34 PM in the Mystic Valley Room, Town Hall.

1. **Public Comment:** There were no public comments.

2. **Winchester High School:** Jim Burrows distributed copies of Skanska's March 16, 2016 Agenda including Consigli Change Order (CO) #019 (Attachment #1). Jim commented that the contingency is in better shape than was shown last month despite the number of items in CO #019. Jim reviewed CO #019 in detail with the Committee. He commented that with continued firm management, Skanska is feeling cautiously optimistic regarding the balance in the contingency account. Mr. Fanvele commented that SMMA reviewed Change Order #019 for Committee, commented and recommends that the Committee approve the Change Order.

On a motion by Charles Tseckares, seconded by Brendan Driscoll, it was moved and seconded to approve Change Order #019 as outlined in the Change Order document dated March 14, 2016 as presented. The Motion was unanimously approved.

3. **Vinson-Owen Fit Out:** Jim Burrows reported that three bids were received for the Vinson-Owen Classroom Fit Out project. The lowest responsible bidder was Classic Construction. Reference checks were completed and were all good. Jim indicated that Classic Construction completed the bathroom projects at Lynch and our experience with them and quality of their work was very positive. The bid also included "No Alternates", "Alternate 1", and "Alternate 2", which were also discussed by the Committee. Jim recommended awarding the bid to Classic Construction.

On a motion by Don Cecich, seconded by Judy Evans, it was moved and seconded to accept Classic Construction's bid for a total project cost of \$752,808, and not taking any action on Alternate 1. The vote was unanimously approved.

On a motion by Don Cecich, seconded by Judy Evans, it was moved and seconded to award Classic Construction's bid for \$524,400. The vote was unanimously approved.

4. **Invoices:** Copies of the Memorandum from Town Manager, Richard Howard, to the EFPBC dated March 16, 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.

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Jim Burrows reviewed the Payment Authorizations for the Vinson-Owen Elementary School Project, the Spending Authorizations for the Vinson-Owen Elementary School Project, the Payment Authorizations for the Winchester High School Project and the Spending Authorizations for the Winchester High School Project.

Payment Authorizations: VO Elementary School Project

Skanska USA	Invoice #1315839-000-12669-16	\$ 3,060.00
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Spending Authorizations: VO Elementary School Project

Vote on award of Contract to Classic Construction for Base Bid, \$524,400; Based plus Alternate #1, \$117,400 (\$641,800) or Base plus Alternate #1 and #2, \$127,400 (\$769,553).

Payment Authorizations: Winchester High School Project

Skanska USA	Invoice 1312805-PDS-12659-43	\$ 69,900.00
SMMA	Invoice 0044524	91,805.63
Consigli Construction	Requisition #20	3,787,690.36
MBTA	Invoice 031373	250.00
Briggs Engineering	Invoice 82049	2,364.00
Briggs Engineering	Invoice 82113	1,700.00
Briggs Engineering	Invoice 82197	600.00
Briggs Engineering	Invoice 82294	350.00
Triumph Modular Inc.	Invoice 32168	10,000.00
Triumph Modular Inc.	Invoice 32166	13,000.00
GovConnection	Invoice 53539046	500.00
GovConnection	Invoice 53525603	3,840.00
Life Fitness	Invoice 4882522	999.63
WB Mason	Invoice 701616	2,400.00
Combustion Services	Invoice 24818	6,228.00
Alfreda Canavan	11/18/15-2/24/16	422.94

Spending Authorizations: Winchester High School Project

Consigli Construction	Change Order # 19	598,081.64
G&G Technologies, Inc.	Tech FF&E (Quote #3663)	9,995.00
JourneyEd	Tech FF&E (Quote #10106686)	503.51
Cleveland Range.com	FF&E (SteamChef) Convection Steamer	20,330.00

Correction of clerical error on Consigli Change Order #017—the amount voted was \$343,644.59. Actual amount of Change Order #017 is \$378,113.49.

On a motion by Don Cecich, seconded by Brendan Driscoll, it was moved and seconded to authorize the Town Manager to pay the invoices and approved the spending authorizations as summarized in the Town Manager's memorandum dated March 16, 2016 (Attachment #2). The Motion was unanimously approved.

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5. **Approval of Minutes:** The EFPBC February 10 and 24, 2016 Meeting Minutes were distributed for review and comment. ***On a motion by Judy Evans, seconded by Brendan Driscoll, it was moved and seconded to approve the minutes of February 10, 2016 and February 24, 2016. The Motion was unanimously approved.***

6. **Next Meeting Date:** The next meeting of the EFPBC is scheduled for April 6, 2016 in Town Hall.

7. **Adjournment:** The meeting adjourned at 7:28 PM.

Respectfully Submitted,



Donald E. Cecich
EFPBC Secretary

Attachments:

1. AIA Document G701/CMa-1992 Change Order #0198 dated March 14, 2016.
2. Memorandum dated March 16, 2016 from Richard Howard, Town Manager, to the EFPBC regarding invoices for payment and spending authorizations.