

Educational Facilities Planning and Building Committee

Minutes of the Meeting October 21 2015

Members Present: Bob Deering, Gerald Nardone, Charles Tseckares, Geethanjali Mathiyalakam, Judy Evans, Shelly Walsh and Susan Verdicchio.

Members Absent: Don Cecich, Brendan Driscoll and Roger Hain.

Others Present: Jim Dowd and Jim Burrows, Skanska USA Building; John LaMarre, Consigli Project Manager; Dave Fanvele, SMMA; Meg White, Town Project Manager; Susan McPhee, Energy Management Committee; and Patty Clewley.

Bob Deering called the meeting to order at 6:30 p.m. in the Mystic Valley Room in Town Hall.

1. Comments from the Public: Patty Clewley requested an update on the loop hearing system. Mr. Dowd reported that Sunktak has been working on the plans for the last two weeks and the process is in the design stages with the manufacturer. It is anticipated the design will be completed by November 6th. A large piece of the pricing is testing to make sure there is no interference with the Pro AV system. The seating bolts and chairs would need to be installed for the testing phase. Then the bolts and chairs would then need to be removed to install the copper wiring. Installation of the loop system would require carving grooves in the concrete, installing the wiring, skim coating the concrete, installing the carpet and the re-bolt the chairs. If approved, Mr. Deering stated that with the anticipated work that needs to be done the auditorium will most likely not be available until after January 1st.

Dr. Evans asked if there might be a modified plan that could allow for the auditorium to be used sooner than the first of January as the auditorium space is used for classrooms and plays. Dr. Evans suggested an alternate plan of using a portion of the auditorium for the loop system or perhaps installing the loop system in the aisles only. Mr. Dowd stated that the previous installation of the loop system was not as functional because it was installed after market. We do not want to impair the functionality of the system.

Mr. Deering suggested talking to someone who installs the loop system and not just the manufacturer. Mr. Deering wants to do the installation to be done and not have the price get out of control. Mr. Dowd will contact Shanahan and report back his findings to EFPBC.

2. Approval of Minutes: None were reviewed.

3. Invoices for Payment and Spending Authorizations:

A copy of the Memorandum from Town Manager, Richard Howard, to the EFPBC dated October 21, 2015 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.

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Payment Authorizations:

Vinson Owen School Project

McGeoghean Settlement	October 19, 2015 Settlement Agreement	\$ 7,500.00
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Spending Authorizations:

Vinson Owen School Project

McGeoghean Settlement	October 19, 2015 Settlement Agreement	\$ 7,500.00
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Payment Authorizations:

Winchester High School Project

Skanska USA Invoice # 1312805-PDS-12540-38	\$ 68,820.00
Winchester Police Department Invoice # 8249	400.64
Allstate Electric Invoice # 2015I-4473	2,321.76
SMMA Invoice # 0043609	158,801.87
Consigli Requisition # 15	4,620,462.25
Briggs Invoice # 78725	1,510.00
Briggs Invoice # 79209	948.00
Briggs Invoice # 79504	512.00
Briggs Invoice # 79597	350.00
Briggs Invoice # 79737	1,021.50
TRC Invoice #153969	3,162.50
Triumph Invoice # RI178028	13,000.00
Triumph Invoice # RI178027	10,000.00
GR Nowell & Son, Inc. Invoice # 30200	760.00
Burnell Controls, Inc. Invoice # 18836	560.00

Spending Authorizations:

Winchester High School Project - Prepared by Meg White

WB Mason FF&E Item Storage	\$ 2,400.00
GR Nowell & Son, Inc. Moving Assistance	760.00
Consigli Change Order #	123,076.66
TRC Air Quality Testing	3,162.50
Burnell Controls, Inc. HVAC Work	560.00

On a motion by Charles Tseckares, seconded by Gerald Nardone, it was moved and seconded to authorize to pay the Spending Authorization as outlined in the October 21, 2015 memorandum from Town Manager Richard Howard in the amount of \$7,500.00. It is further recommended to authorize spending authorizations for the Winchester High School Project as outlined in the Town Manager's Memorandum dated October 21, 2015 (Attachment #1). The Motions were unanimous approved.

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3. Lowering of Signage: There was a request to look into the high of signage in front of the high school. The cost of lowering the signs would be approximately \$1,000 which would come out of the EFPBC budget. It was decided to leave the signs as is.

4. Dedication Brick Location: A design of selected areas for the location for dedication bricks was provided for committee review. It committee agreed to the areas in the design.

5. WinCAM Fit Out: Jim Burrows reported that WinCAM will not be coming back to the high school. They have however, requested a service and editing room, office and a classroom. The space will need to be redesigned and Jim will have continuous discussions with WinCAM. Mr. Deering indicated that WinCAM was going to build out 3,000 square feet but now will only be using 750 square feet. The question is will WinCAM be paying for the modified fit out. Mr. Burrows will continue discussion with WinCAM.

6. Construction Update: John LaMarre reported the demo of the gym building was done this week. Structural steel bracing in being installed. The outside brick is being installed in several areas.

There were 1,300 punch list items in Phase 1 of the project with approximately 300 remaining.

7. Superintendent Request: The superintendent inquired if the High School administrative office area could remain occupied during next summer. Mr. Burrows appreciated the early notification and will consider the request.

5. Vinson-Owen Scope Questions: Tappé had questions regarding the curved benches, recessed display cases and banks of cubbies being considered in the scope for the build out three classrooms. It was determined that the display cases are the least desired and the cubbies are necessary.

6. Next Meeting Dates: The next meeting is scheduled for November 4, 2015 at 6:30 PM in Town Hall.

7. Adjournment: *It was moved and seconded to adjourn the meeting at 7:28 p.m.*

Respectfully Submitted,



Donald E. Cecich
EFPBC Secretary

Attachments:

1. Memorandum dated October 21, 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:
 - Change Order #013
 - SMMA Selected Location for Dedication Bricks
 - Town Manager - Payment of Invoices Dated October 21, 2015