

Educational Facilities Planning and Building Committee

Minutes of the Meeting June 18, 2014

Members Present: Bob Deering, *Chair* [via teleconference], Roger Hain, Bill McAlduff, Gerald Nardone, Charles Tseckares and Shelly Walsh.

Members Absent: Brendan Driscoll, Geethanjali Mathiyalakan, Don Cecich, Wei Han and Linda Rossetti.

Others Present: Jim Burrows and Jim Dowd, Skanska USA Building, Inc.; Ed Frenette, Jenifer Badershall, Marine Dion and Amanda Vigneau, SMMA; Tom Gwinn, Winchester High School Principal; Susan McPhee, Energy Management Committee; Steve Lanou, Sustainability Committee; and Jeff Janson, Project Director, Consigli.

Bill McAlduff called the meeting to order at 6:45 P.M. at Town Hall.

1. **Meeting Minutes:** No Meeting Minutes were reviewed.
2. **Questions and Comments from the Public:** Steve Lanou inquired about the status of past meeting minutes. The Committee responded that they have been compiled and will be approved at the next meeting when additional members are expected.
3. **Winchester High School Project:** Jim Dowd distributed copies of tonight's EFPBC Meeting Agenda dated June 18, 2014 (Attachment #1).
 - a. **SMMA, LEED Update:** Ms. Martine Dion provided an update on the LEED design submittal demonstrating that the Project is on par to reach LEED Silver certification. She explained that the level of scrutiny for achieving all potential points is getting more vigorous and, further, that many potential points listed as "TBD" are yet to be determined at the field at the time of performance; e.g. will the Project meet its goal of recycling 95% of construction debris? To reach LEED Gold status, the Project would need to earn an additional 60 points. Ms. Dion explained that as Project pricing becomes more fixed, additional points may be obtained; e.g., as the price of LED fixtures comes down, it may be possible to increase the number of such fixtures used in the Project. Finally, Martine presented on Energy Conservation Measures and the utility incentives TA study. Two models of ECMs are being sent to NSTAR (this week and July 1) for alignment with predicted proposals for energy savings. NSTAR will review the models for approximately two (2) weeks and the findings will be presented to the EFPBC. She further explained that the utilities pay for the studies and award credits for ECMs attained.

Steve Lanou commented that if the contractor pays good attention to integrating LEED initiatives, LEED Gold is achievable and the difference between Silver and Gold is an 'above average' Project vs. a 'remarkable' Project. The EFPBC requested that the Sustainability Subcommittee remain involved and partner with EFPBC to spearhead this effort. Ed commented that SMMA has done this in six schools and faculty members

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taking ownership of the educational LEED initiatives are key to reaching Gold certification.

- b. SMMA, Design Development:** Ed Frenette revisited the entry sequence design discussion from last week's meeting and presented two alternative renderings with lower vestibule heights and two different ventilation system orientations. Charles remarked that he was still concerned that a more expansive space of low ceiling height was needed before entering the full height dining commons. Others expressed concerns over maintenance. No decision on a final scheme was made and additional renderings are anticipated.
 - c. SMMA, Interior Design:** Jenifer Badershall and Amanda Vigneau presented alternate interior design concepts and materials selected on the basis of feedback received after their last presentation. They provided photographs of other SMMA project interiors for comparison. All concluded that a second interior design working group meeting at SMMA was required to make decisions and will be scheduled. Based on comments by maintenance staff, Principal Gwin and Bill McAlduff, it was determined that tile is preferable to carpet in teacher planning spaces and perhaps even in LGI spaces that may have multiple uses.
4. **Vinson-Owen Elementary School Project:** Jim updated the Committee on outstanding final two remaining punch list items and reviewed Change Order #12 and Payment Application #24, both from CTA.
 5. **Winchester High School Project Action Items:**

 - a. **Testing Services:** Three (3) bids were presented based on not to exceed authorization of \$75,000 (one third of the budgeted line item). The Contract will be awarded to Briggs, the lowest qualified bidder.
 - b. **Moving Services:** Nowell was awarded moving contract for \$22,650, after authorization granted for under \$25,000.00. Boxes have been delivered to the High School for packing.
 - c. **Payment Authorizations:** Jim Dowd presented payment authorizations for Skanska, Consigli, SMMA, Prescis and Daigle. Excluded from the planned Payment Authorizations was the Builder's Risk Insurance payment because the Town has agreed to reimburse a portion of the invoice to the Project budget. It was brought forward on separate Motion, see below.
 6. **Invoices for Payment and Spending Authorizations:** Copies of the Memorandum from Richard Howard, Town Manager, to the EFPBC dated June 18, 2014 regarding invoices for payment and spending authorizations was distributed and reviewed (Attachment #2). The Town Manager recommends that the Committee take favorable action on the invoices and spending authorizations.

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Payment Authorizations:

Vinson Owen Elementary School Project - Prepared by Meg White

CTA Construction Co., Inc.	Application #24	113,785.00
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Spending Authorizations:

Vinson Owen Elementary School Project - Prepared by Meg White

CTA Construction, Inc.	Change Order #12	8,097.41
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Payment Authorizations:

Winchester High School Project - Prepared by Meg White

Skanska USA	Invoice # 1312805-PDS-12130-22	97,787.37
Consigli Construction Co., Inc.	Invoice #1	73,325.40
PreSeis	Invoice # 14-067	7,220.00
Projectdog, Inc.	Invoice # 8818	275.00
Daigle Engineers, Inc.	Invoice #22244	7,400.00
Daily Times Chronicle	Invoice #137	89.43
Symmes Maini & McKee	Invoice #0040251	403,700.00
Blatman, Bobrowski & Mead	Invoice #10435	2,700.00
Vanasse Hangen Brustlin, Inc.	Invoice # 0182155	20,797.50
Vanasse Hangen Brustlin, Inc.	Invoice #0181083	17,515.20
Cabot Risk Strategies, LLC	Insurance Proposal	442,530.40

Spending Authorizations:

Winchester High School Project - Prepared by Meg White

PreSeis, Inc.	Home/Property Survey Services	7,220.00
Valley Communications	Phone System includes UM4730 Mail System	51,939.50
Cabot Risk Strategies, LLC	Builders Risk Insurance	442,530.40
Briggs Engineering & Testing	Testing Services	75,000.00
G.R. Nowell & Son, Inc.	Teacher Move	22,650.00

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A Motion was made by Bill McAlduff, and seconded by Gerald Nardone, to approve the Vinson-Owen and Winchester High School invoices and approve the Vinson-Owen and Winchester High Spending Authorizations, as detailed as detailed in the Town Manager's June 18, 2014 Memorandum to the EFPBC. The Motion was unanimously approved.

Motion was made by Bill McAlduff, and seconded by Gerald Nardone, to approve the Payment Authorization to Cabot Risk Strategy LLC for \$423,000.00, a portion of which will be credited back to the Project Budget, as outlined in the Memo from the Town Manager dated June 18, 2014. The Motion was unanimously approved.

Motion was made by Bill McAlduff, and seconded by Gerald Nardone, to approve the recommendation to award enabling electrical package on bid of \$240,000.00 to Ostrou. The Motion was unanimously approved.

Motion was made by Bill McAlduff, and seconded by Gerald Nardone, to approve Skanska's recommendation to award enabling HVAC package bid of \$290,700.00 to PJ Dionne. The Motion was unanimously approved.

Motion was made by Bill McAlduff, and seconded by Gerald Nardone, to approve Skanska's recommendation to award enabling HVAC bid of \$240,720.00 to PJ Dion. The Motion was unanimously approved.

7. **Additional Business:** As there was no further business discussed.

Bill McAlduff declared the meeting adjourned. The next regularly scheduled EFPBC meeting is scheduled for Wednesday, June 25, 2014 at 6:30 PM in Town Hall.

Respectfully Submitted,

Donald E. Cecich
EFPBC Secretary

Attachments:

1. EFPBC Meeting Agenda dated June 18, 2014
2. Memorandum from the Town Manager to the EFPBC dated June 18, 2014 regarding Invoices for Payment and Spending Authorizations.