

PERMANENT BUILDING COMMITTEE

Minutes

July 20, 2020

Attendance and Call To Order

The meeting was called to order at 6:30 p.m. by Chairman, John Cronin.

All attendees participated remotely:

PBC Members:

Chuck Bean	John Cummings
Lyle Coghlin	John Cronin, Jr

Other Attendees:

Steve Brown, Arcadis	Sean Sweeney, Arcadis
Jessica Cole, New PBC Admin	Michelle Miller, Purchasing
Nora Loughnane, Director of Community and Economic Development	Joan Courtney Murray, Human Resources Director

Chairman's Update:

John Cronin welcomed everyone and explained that the meeting would start with approval of the minutes of the June meeting, before an update and discussion with Steve Brown, Arcadis OPM Project Director on the current status of the Wentworth Hall project and review of key issues. and then would move on to invoice approvals and any other new business.

The Chairman gave an update on the Wentworth Hall project. He assured the group that progress continues on the project and the goal is to have construction started at the end of the summer, once the subcontractors and GC have been selected through the bid process.

OPM Update and Discussion

Wentworth Hall:

Steve Brown gave an update on the project. The OPM reviewed the bid schedule, and what next steps will be after that. He anticipates having the subcontractor bids back by July 23 and the general contractor bids back by July 30. The plan will be to review these items at the August PBC meeting.

Steve gave detailed updates on the progress of the work. He said that water/damp proofing has just a few days of work left, and that MCI has substantially completed all the foundation and

prep/demo work. Their last invoice is anticipated to be ready for approval at the August meeting.

Steve Brown also addressed the fact that Arcadis has exhausted their original estimate of labor hours for the project. They have come up with a new projection based on the remainder of work anticipated for the rest of the project, through the construction phase. The group agreed to revisit this issue at the August meeting, when they have a better idea of what the needs will be when the GC is identified. In the interim the group agreed on a short term extension of Arcadis' contract.

VOTE

J. Cronin: Motion to approve an extension to Arcadis' current OPM contract for the Wentworth Hall site for a period from July 20 to September 1, at an amount not to exceed \$10,000.

C. Bean: Second.

Roll Call Vote: John Cummings - Yes
Lyle Coghlin - Yes
Chuck Bean - Yes
John Cronin - Yes

Motion Carried.

Wentworth Hall Invoice Approvals (July Invoice Packet)

VOTE

- **UTS – Construction Testing Services**
Outstanding invoice #89055 for \$340.

J. Cronin: Motion to Approve payment of \$340.00.

J. Cummings: Second.

Roll Call Vote: John Cummings - Yes
Lyle Coghlin - Yes
Chuck Bean - Yes
John Cronin - Yes

Motion Carried.

- **Chapman Waterproofing** – For partial damp proofing installation at the Wentworth Hall building project site in the amount of \$12,289.20

J. Cronin: Motion to Approve payment of \$12,289.20.

L. Coghlin: Second.

Roll Call Vote: John Cummings - Yes
Lyle Coghlin - Yes
Chuck Bean - Yes
John Cronin - Yes

Motion Carried.

- **Arcadis** – Invoice #34172751 in the amount of \$5,625. For OPM services for the Wentworth Hall building project for the period ending June 21, 2020

J. Cronin: Motion to Approve payment of \$5,625.00.

Chuck Bean: Second.

Roll Call Vote: John Cummings - Yes
Lyle Coghlin - Yes
Chuck Bean - Yes
John Cronin - Yes

Motion Carried.

Approval of Minutes:

C. Bean : Motion to approve the minutes of the Permanent Building Committee from 6/22/20.

L. Coghlin: Second.

Roll Call Vote: John Cummings - Yes
Lyle Coghlin - Yes
Chuck Bean - Yes
John Cronin - Yes

Motion Carried.

Adjournment:

J. Cronin: Motion to Adjourn 6:55.

J. Cummings: Second.

Motion Carried.

Next meeting date TBD.