

Permanent Building Committee Minutes
Monday, March 22, 2021
5:30 pm
Via Zoom Remote Participation
Westwood, MA 02090

Call To Order:

The meeting was called to order at approximately 5:30 pm by Chairman, John Cronin, Jr. All attendees participated remotely.

PBC Members in attendance:

John Cronin, Jr.	Charles Bean
John Cummings	Lyle Coghlin-Absent
Thomas Erickson	William Scoble

Other Attendees:

Steven Brown, Arcadis	Sean Sweeney, Arcadis
Jessica Cole, PBC Admin	Mike McKay, Architect
Nora Loughnane-Director of Community & Economic Development	Michelle Miller-Purchasing

Chairman's Update:

Mr. Cronin was present to give an update on the new Wentworth Hall. The tank removal will happen this week and he had a call with Town Hall, Mr. Ahern and outside counsel relating to closing out with MCI.

Wentworth Hall – OPM Update:

Mr. Brown was present to give an update. The site is progressing. The basement: a lot of the rough HVAC ductwork is complete, sprinkler fitters are done and will start to put up drywall this week.

Mr. McKay said that they were waiting for an insulation inspection.

Tomorrow they will begin the excavation to expose the topside of the tank, cut it open and remove the material inside the tank by vacuum. The material will be tested on Wednesday to identify what is in the tank and see how big it is.

Schedule Update: Tower planned to be weather tight by March 10 and missed it by a few days, Tower continues to work hard and is very much aware of the deadline.

Budget Update-Tower is halfway complete. Things are where they should be based on the schedule and billing. Potentially available Contingency funds forecasting 50% expended by authorized change order, we will continue to monitor it with the Appropriate backup. He had an MCI close out call last week with Mr. Ahern, Mr. Cronin, Ms. Loughnane and Ms. Miller in efforts to close out the MCI contract. Back in November we put MCI on notice for footings being put in incorrectly with cost impacts. Approval for an outstanding change which includes a few change orders. Pending the procedural approval there is an amount to be recommended for approval if it is approved by Town Counsel.

Comments:

- Chief Scoble cannot be present on the site this week, he will be in touch with the Deputy Chief and it will all come down to the sampling of the soil, he will continue to keep us up to date.
- MCI, we are working closely with Pat Ahern, Town Hall and outside counsel to close out with MCI and pay them what we owe them.

Invoices for Review/Approval:

2A-Arcadis invoice no. 34220155 in the amount of \$6,206.00 for OPM construction admin phase services through 2/21/21.

VOTE:

Mr. Cronin made a motion to approve Arcadis Invoice #34220155 in the amount of \$6,206.00 for OPM construction admin phase services through February 21, 2021, to Arcadis Design & Consultancy, Inc.

Mr. Erickson: Second.

Roll Call Vote: Cronin-Yes
Bean-Yes
Cummings-Yes
Erickson-Yes
Scoble-Yes

Motion Carried

2B-McKay Architects invoice no. 22192 in the amount of \$3,850.00 for designer CA phase services. Through February 2021, it is payment 2 of 4.

VOTE:

Mr. Cronin made a motion to approve McKay Architects Invoice # 22192 in the amount of \$3,850.00 for designer Contract Administration phase services.

Mr. Cummings: Second.

Roll Call Vote: Cronin-Yes
Bean-Yes
Cummings-Yes
Erickson-Yes
Scoble-Yes

Motion Carried

2C-Tower Construction requisition for payment no. 5 in the amount of \$207,139.22 for New Wentworth Hall construction activity through 2/28/2021.

Mr. Brown commented that it has been reviewed by the team and recommended

VOTE:

Mr. Cronin made a motion to approve payment #5 to Tower Construction in the amount of \$207,139.22 for the New Wentworth Hall construction activity through February 28, 2021.

Mr. Scoble: Second.

Roll Call Vote: Cronin-Yes
Bean-Yes
Cummings-Yes
Erickson-Yes
Scoble-Yes

Motion Carried

Commitments for Review/Approval:

3A-MCI change order #3 (anticipated) in the amount of \$4,365.81 including PCO's 8, 13 and 15. McKay and Arcadis have reviewed and recommend approval.

Mr. Brown was present to discuss:

What we are approving and what has been reviewed. 3B MCI contract outlines where we started, there is a pending change order. We were uncomfortable approving it until we had more information. The value changed.

3 separate changes.

All those considered would amend MCI's contract.

Mr. Brown summarized the PCO's in the packet.

Net result: need 2 approvals tonight

-Change order #3 \$4,365.81

-and subsequent vote to approve the final adjusted balance to MCI.

All pending final recommendations from Town Counsel to pay the amounts to MCI.

Mr. Cronin stated the PBC needs to approve this, no money will be sent to MCI until Outside Counsel approves it.

VOTE:

Mr. Cronin made a motion to confirm authority to execute MCI Change Order #3, in the amount of \$4,365.81 including PCO's #8, 13 and 15. Has been reviewed and recommended by Mike McKay and Arcadis.

Mr. Scoble: Second.

Roll Call Vote: Erickson-Yes

Bean-Yes

Scoble-Yes

Cummings-Yes

Cronin-Yes

Motion Carried

3B-MCI adjusted contract close amount of \$35,446.40 including the back charges for PCO's 2, 3, 9, 10, 18 and UTS inspection related to PCO #2. This amount is a commitment and approval to pay pending further legal review and no forthcoming changes or adjustments from MCI.

Comments:

Mr. Bean: The close out charge is net of the one we disagreed on, correct? *Mr. Brown, Correct.*

VOTE:

Mr. Cronin made a motion to authorize the MCI adjusted contract close amount of \$35,446.40 including the back charges for PCO's 2,3,9,10 and UTS inspection related to PCO #2. Recognizing that this money will not be paid until both Westwood Town Counsel and outside counsel have come to a final agreement with the MCI attorneys. The PBC is in agreement that the attorneys will determine the final amount.

Mr. Scoble: Second.

Roll Call Vote: Erickson-Yes

Bean-Yes

Scoble-Yes

Cummings-Yes

Cronin-Yes

Motion Carried

New Business/Public Comment:

Mr. Brown had a Housekeeping item. Last month the PBC approved a partial payment to UTS, part of the approval was to use contingency fund, after the meeting he reconciled with Ms.Loughnane, and it is no longer needed.

Mr. Cummings, the structural woodwork from the old Wentworth Hall was all rotted out at the bottom of the walls, it was brought over in panels. They built the new Wentworth Hall structurally out of brand new wood, took the old wood and wrapped the old wood in front of the new wood.
Ms. Loughnane, the fabric of the old building is part of the new building.

Mr. Cummings, The Town meeting date may get moved, and will vote on the \$1.5M to carry over to the fall Town meeting to keep the school project moving.

Mr. Bean: What is in the tank is still unknown? *Mr. Sweeney, We will know more by the end of this week.*

Review & Approval of Meeting Minutes:

Mr. Cummings made a motion to approve the minutes of the Permanent Building Committee from Monday February 22, 2021.

Mr. Bean: Second.

Roll Call Vote: Erickson-Yes
Cummings - Yes
Bean - Yes
Cronin - Yes
Scoble-Yes

Motion Carried

Next Meeting:

Tuesday April 27, at 5:30 pm.

Adjournment:

Mr. Cronin made a motion to adjourn at approximately. 6:05pm.

Mr. Erickson: Second.

Roll Call Vote: Bean-Yes
Cummings-Yes
Cronin-Yes
Erickson-Yes
Scoble-Yes

Motion Carried

3/22/2021 Minutes approved on 4/27/2021.