

9/21/2021 Minutes Approved on 10/27/2021

Permanent Building Committee Minutes
Tuesday September 21, 2021
5:00 PM
Via Zoom Remote Participation
Westwood, MA 02090

Call To Order:

The meeting was called to order at approximately 6:01 pm by Chairman, John Cronin, Jr. All attendees participated remotely.

PBC Members in attendance:

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

Other Attendees:

Nora Loughnane-Director of Community & Economic Development	Mike McKay, Architect
James McCarthy, Facilities Manager	Jessica Cole, PBC Admin

Chairman's Update:

Mr. Cronin was present and expects that next month will be the final close out on all paperwork. There was a walkthrough at the site with Mike McKay, Nora Loughnane, Jimmy McCarthy and some Board members. Did some punch list items. Last meeting did CO 10 not to exceed \$76,000, items were missing. Tower came back with \$73,000 earlier this week. Spoke with some PBC members. Spoke with Patrick Fitzgerald with Tom Erickson. Acadis never had a super on site; some things were not properly formatted or memorialized. Tower had some clerical issues and Lyle Coghlin was all over it and we got some additional money.

CO 10 will be in the amount of \$66,299.08. Thank you Lyle. Tower was great to work with.

As a result we have CO 11 drainage reconfirm it, there is a revision. Soil allowance should have been a credit of \$10,000 from the soil allowance.

Finally there will be a motion for Requisition 11. \$115K balance of 166K with a final close out in October.

Underground boxes that were wet, Mr. McCarthy is talking to Tower and Comcast.

Wentworth Hall Update:

Mr. McKay was present and agreed that Mr. Coghlin did an amazing job getting money back for the Town and making the Change Orders manageable. Mr. McKay prepared all 3 CO's 10, 11 and 12. There was a typo, but it was corrected by Ms. Loughnane.

Ms. Loughnane stated that the current payment due to Tower is \$115,421.17 which leaves a balance to finish including retainage of \$166, 141.77.

Jimmy McCarthy:

Found some condensation on the floor boxes in the basement when they went to test the ports with IT. Tower had the contractor out today, they swapped out some plugs, everything is working but will make sure that all plugs are done. Mr. McCarthy has been in touch with Comcast and they will be out to address any issues.

Commitments for Review/Approval:

VOTE:

Mr. Cronin made a motion to approve Revised Change Order #10 in the amount of \$66,299.08, replacing previously approved CO#10 which was an amount not to exceed \$76,078.99.

Mr. Cummings: Second.

Roll Call Vote: Cronin-Yes
Cummings-Yes
Bean-Yes
Coghlin-No

Discussion:

The Board discussed getting to the amount.

Motion Carried.

Mr. Cronin discussed reconfirm CO#11 in the amount of \$1,120.28 with changes to reflect proper contracts some revisions to CO#10

Ms. Loughnane stated that the amount of the CO remains the same and it corrects the form to show the proper contract sum following the approval of CO#10.

VOTE:

Mr. Cronin made a motion to reconfirm Change Order #11 in the amount of \$1,120.28 with changes to reflect proper contract sum following revision to CO#10 of \$3,176,089.89.

Mr. Bean: Second.

Roll Call Vote: Cronin-Yes
Bean-Yes
Coghlin-Yes
Cummings-Yes

Motion Carried.

VOTE:

Mr. Cronin made a motion to approve Change Order #12 as a credit to the Town of Westwood in the amount of \$10,000, bringing the final contract sum to \$3,166,089.89. In making this motion, Mr. Cronin noted that no further change orders are expected for this contract with Tower Construction Corp.

Mr. Coghlin: Second

Roll Call Vote: Cronin-Yes
Cummings-Yes
Bean-Yes
Coghlin-Yes

Discussion:

Is this a full and final settlement? *Mr. Cronin: Yes, from a CO perspective.*

It is a considerable concession.

There will be no more change orders.

No additional change orders.

Motion Carried.

Invoices for Review/Approvals:

Tower Requisition #11 for Tower's contract in the amount of 115,421.17,
Leaving a Balance to finish including retainage 166,141.77. This is August work.

Mr. McKay said the August work included the CO's that were just voted on.
He revised all CO's in RED the requisition and marked it up in RED based on the negotiated amounts.
There was a typo that was caught right before the meeting.
Ms. Loughnane will email it to the Board members.

Comments:

- Can we discuss where we are with close out documents? Do we have Substantial Completion and a Certificate of Occupancy? Where do we stand with training? *Mr. McKay: We have a Temporary Certificate of Occupancy pending some additional landscape work, some site work, which is Supreme Development's work. Still working on the punch list, but we have issued substantial completion. Mr. McCarthy can discuss the training. There is still money in the contract, we do not have all of the close out documents.*
- What is the date of Substantial Completion? *Mr. McKay: It was reissued today (9/21/2021).*
- Warranties will start today? *Mr. McKay: Yes.*

Public Comment:

Fran Fusco: Pine Lane: typed in the chat: I think it would be a good idea to identify the building they are talking about. Any Resident tuning in would have no idea what is being discussed. Furthermore, what issues are with this new building? I'm only hearing of recouping money and that there is a problem with condensation in the basement.

Mr. Cronin answered her question and gave a brief summary of the project. Wentworth Hall will be in full use shortly, Y&FS will meet shortly. Furniture and shelving delivery has been delayed due to COVID, the Library will open late October/November. Ms. Loughnane stated that the water infiltration due to condensation was due to an unblocked Comcast conduit, nothing to do with construction. The conduit was improperly closed, and Comcast is correcting the work.

VOTE:

Mr. Cronin made a motion to approve Requisition #11 for payment in the amount of \$115, 421.17, leaving a balance to finish, including retainage of \$166, 141.77.

Mr. Cummings: Second.

Roll Call Vote: Cronin-Yes
Cummings-Yes
Bean-Yes
Coghlin-Yes

Motion Carried.

Review & Approval of Meeting Minutes:

Mr. Cummings made a motion to approve the minutes of the Permanent Building Committee from Monday August 23, 2021 as amended.

Mr. Bean: Second.

Roll Call Vote: Cummings- Yes
Cronin- Yes
Coghlin-Yes
Bean-Yes

Motion Carried.

New Business:

Next Meeting: Wednesday October 27, 2021 @ 6pm via Zoom.

Adjournment:

Mr. Cronin made a motion to adjourn at approximately 6:35pm.

Mr. Cummings: Second.

Roll Call Vote: Cummings-Yes
Cronin-Yes
Coghlin-Yes
Bean-Yes

Motion Carried.
