

Accepted 5/10/2023

Joint Permanent Building Committee/School Building Committee Minutes
Wednesday April 12, 2023
6:00 PM
Jaillet Meeting Room-Westwood Police Station
588 High Street
Westwood, MA 02090

Call to Order and Attendance

The Joint Permanent Building Committee/School Building Committee was called to order at 6:01 pm by Chair John Cummings.

Roll call was done for the PBC by Mr. Cummings and Ms. Plotkin did the roll call for the SBC.

Present:

John Cummings, Nancy Hyde, Maya Plotkin, Ken Aries, Brian Bayer & William Scoble. Michelle Miller, Matt Kuklantz, Josh Baumer, Rob Gotti & Tom Carey

Chin Lin of The Vertex Companies LLC; Rob Fitzgerald and Don Walter of Dore and Whittier.

Jessica Cole recorded the minutes.

Chair Update

Mr. Cummings stated that the trees are being planted along the fire access trail.

Roofs are on Buildings A & B, and the Gymnasium roof is almost complete.

Students have chosen a new name for the school, Pine Hill Elementary School.

The ABB switchgear was ordered in November 2022. In March, ABB notified Brait's electrical subcontractor that there would be a 3-month delay. Since then, ABB has notified Brait, D&W and Vertex that we are back on a September 12, 2023 delivery date and are back on schedule. If there was a 3-month delay that could have potentially delayed the move in date to April vacation instead of February vacation. There is a Plan B, without the switchgear we will be able to run all of the mechanical equipment individually, allowing us to test run all equipment individually. That way everything will be ready to go when the switchgear is installed. We cannot get a Certificate of Occupancy until we have the switchgear that allows us to run everything including the safety equipment.

D&W says that any switchgear delay is not an owner problem, it is a Contractor program, they will pay for all associated costs like temporary power, there will likely be some pushback.

Mr. Chin stated that between now and September no action will be taken.

Comments:

- The Board asked: Does this tie into the asking for the Project Schedule from the Contractor?
Mr. Fitzgerald reported that Brait has provided schedules along the way, things were always missing. However, Brait and the subcontractor knew from Day 1 that electrical items need a long lead time and the switchgear was a priority.

Construction Update

Mr. Lin was present. The transformer and the elevator were delivered, and 50% of the elevator has been completed. He is monitoring the chiller pumps and generator delivery. CMU walls are almost completed. Second floor roof is installed, and interior wall framing for the classrooms in Building A are mostly completed. The primary power duct bank is ready for Eversource.

Schedule Update

Mr. Chin stated that they are getting ready for the terracotta to come in and will finish the gymnasium roof. Interior Electrical rough inspection is the next milestone before closing up the walls of Building A.

Primary electricity is ahead of schedule.

Mr. Lin discussed the 3 weeks look ahead:

- Continue exterior CMU wall at Building B&C.
- Continue exterior AVB taping and spraying at Building A and B.
- New roof installation at Building C.
- Continue with interior framing and MEP rough in Building A and B.
- Continue below Slab MEP in gymnasium.
- Installation of Mock Up.
- Continue with Geothermal Well loop piping insulation.
- Start curtain wall installation.

FFE Presentation:

Giovanna Chaisson from D & W was present and is looking at a January 1, 2024 install.

4 months for manufacturing adding a buffer with the holidays.

Most of the selections have been made and have worked with the teaching staff of both schools.

Next steps look at needs vs wants.

Specifications and then request a quote, not a bid. And will look to purchase off the MHEC contract which is encouraged from MSBA.

Great success with Red Thread, Boston Furniture vendor, has worked with before.

Manufacturing of the furniture would start in September.

Budget: Tracking 20% over the 2020 projection. \$950,000.00 vs \$1,129,569.48.

Comments:

- Quotes for furniture different from the equipment? *Ms. Chaisson: Yes, furniture is complicated, but we know how to do it. Equipment has lots of parts and pieces. But we will get there. Equipment: Is something used year after year after year. Example: Stapler but not the staples. Will present final quotes in July and ask for approval to proceed.*
- Are we compromising on the quality? *Ms. Chaisson: No we are not. Compromises on buying from the same company vs buying chairs from one company and desks from another.*
- Will all furniture be fire rated and will meet Fire code before they are shipped? *Ms. Chaisson: Yes, all to code before they are shipped. Massachusetts has new restrictions on certain fire retardants.*
- Emily Parks was not present, but wanted the Board to know that she feels that the team worked extremely hard to get the cost down. It is the lowest it can go, and feels good about the process.
- Does FFE have anything to do with the Contractor? *Ms. Chaisson: No, but we may ask them for some help if anything needs to be installed on a wall, etc. The biggest issue is trash.*

Budget Update

Mr. Lin, we are in good shape, MSBA Project funding agreement amendment, because we did not spend all the projected money in some sections they docked \$150,000 from the grant.

Technology Requests

3 Cell Phone Boosters-AT&T
Install 2 projectors in Existing Building
Phone System-Metropolitan Telephone.
Total: \$53,857.67, and will bill against the technology budget.

Action Taken:

Ms. Hyde made a motion to approve \$53,857.67 for the Technology Request from the Technology Budget for 3 Cell Phone Boosters, Projectors and the Phone System for the Hanlon School Project.

Mr. Aries: Second. Motion Carried.

Vote: 6-0-0

iNet relocation to New Building
\$19,781.83
Bill against technology budget.
Take the fiber optic cable out of Hanlon and into the new building.

Action Taken:

Ms. Hyde made a motion to approve the Technology Request in the amount of \$19,781.83 from the Technology Budget for the iNet relocation to the New Building for the Hanlon School Project.

Mr. Aries: Second. Motion Carried.

Vote: 6-0-0

Review of Multivista Proposal

Will record a 3D image. Best scope of service and the best pricing.
\$16,680.00 for Level 1 and Level 2 Service.
Not sure how it will be billed.

Comments:

- It will be done after hours (3pm) and will record the information.
- Vertex is coordinating when it will happen, no extra charge from Brait.
- Vertex will report back to us where this line item will be billed.

Action Taken:

Ms. Hyde made a motion to approve the Multivista Proposal in the amount of \$16,680.00, likely to be contingency for the 3D imaging Level 1 & 2 Service to the New Building for the Hanlon School Project.

Mr. Scoble: Second. Motion Carried.

Vote: 6-0-0

Monthly Vendor Invoice Package-March 2023

The Vertex Companies Invoice:

Higher because all invoices were not up to date, and now are, so it is a large bill this month.

Action Taken:

Ms. Hyde made a motion to approve Invoice #OPM 78-43 The Vertex Companies LLC in the amount of \$144,440.00 for the period ending March 31, 2023.

Mr. Aries: Second. Motion Carried.

Vote: 6-0-0

Dore & Whittier Invoice:

Action Taken:

Ms. Hyde made a motion to approve Invoice #41 to Dore & Whittier Architects, Inc. in the amount of \$157,997.98 for the period ending March 31, 2023.

Mr. Aries: Second. Motion Carried.

Vote: 6-0-0

Brait Builders Corporation:

Mr. Chin went through the bill in detail including roofing, masonry, HVAC, stored materials and electrical items.

Action Taken:

Ms. Hyde made a motion to approve Invoice #APP 09 to Brait Builders Corporation in the amount of \$4,090,075.59 for the period ending March 31, 2023.

Mr. Aries : Second. Motion Carried.

Vote: 6-0-0

Review Proposed Change Order(PCO) Log including Pending Ledge Work

Ms. Hyde and Mr. Cummings met with TJ Dahill from Brait, regarding Ledge removal. When submitting expenses there were 3 primary areas of Ledge removal, Area 1, 2 and 3. Areas 1 and 3, the proper protocol was followed for having the Ledge evaluated. Area 2 protocol was not followed, the contract says if you don't follow the proper protocol, you do not need to pay it. At the meeting, Mr. Dahill wanted to be paid 100%. 1 week later at the site meeting Mr. Dahill came back with 2 adjustments, Geothermal area was categorized too much(an adjustment of \$5,000) to reduce all charges by 15% (about \$28,000). Mr. Dahill made the 2 adjustments totaling \$33,000 in total. It brings us to an overage on the Ledge of \$175,000 down from \$211,000.

Comments:

- Michelle Miller asked if anything was in writing, this is why we cut 15%? *Mr. Fitzgerald: D&W does not have it, but will request it now.*
- The estimated amounts were based on test pits and borings. When it was finally presented, our values were in line. They looked at it a different way.
- The Board asked: Did we incur additional cost from D&W and Vertex because this happened? *No.*

Action Taken:

Ms. Plotkin made a motion to accept the Proposed Change Order about Ledge in the amount of \$175,000 subject to sufficient documentation from Brait acknowledging the issue and the resolution for the Hanlon School Project.

Mr. Aries: Second. Motion Carried.

Vote: 6-0-0

Review and Vote Change Order

Mr. Fitzgerald went over the new items 67-81 and explained credits and new costs.

Change Order #5:

- Wood doors and HM Frames at Doors
- Half Wall Supports
- Credit for Eye Wash at Admin Corr. (\$388.52)

- Bleacher Accessories
- Lighting Fixture Changes in Kitchen (\$826.69)
- Added Markerboard and Acoustic Wall Panel
- Site Drainage – DPW: Material Costs associated with CCD-2
- Adjust Water Services around Generator
- Total \$33,327.75

Action Taken:

Ms. Hyde made a motion to accept Change Order #5 in the amount of \$33,327.75 for the Hanlon School Project.

Ms. Plotkin: Second. Motion Carried.

Vote: 6-0-0

Approval of Minutes of PBC/SBC meeting on February 8, 2023

This item will be moved to the May 10, 2023 meeting via Zoom.

New Business: Any new business not reasonably anticipated by the Chair

None.

Adjournment

Upon a motion made by Ms. Hydevand seconded by Mr. Aries, the Permanent Building Committee/School Building Committee voted in favor (6-0) to adjourn the meeting at 7:55pm.