

Accepted Minutes-February 15, 2024

Joint Permanent Building Commission/School Building Committee Minutes
Thursday January 18, 2024
6:00 pm
Via Remote Participation
Westwood, MA 02090

Call to Order

The Joint Permanent Building Commission/School Building Committee was called to order at approximately 6:01 pm by Chair John Cummings.
Roll call done by both Mr. Cummings for the PBC and Ms. Plotkin for the SBC.

Present via Remote Participation

John Cummings, Ken Aries, Brian Bayer, Nancy Hyde, Maya Plotkin and William Scoble.
Josh Baumer, Stephanie McManus, Tim Piwowar, Lemma Jn-Baptiste, Rob Gotti, Michelle Miller & Tom Carey.
Chin Lin and Brian Kelley of The Vertex Companies LLC; Rob Fitzgerald & Donald Walter of Dore and Whittier.
Jessica Cole recorded the minutes.

Chair Update

Mr. Cummings went through the history of the project and he wanted to revisit where this project started. Back in the beginning, before Covid, there were a number of meetings at the Thurston Middle School for community input. This project was not solely to be an elementary school, but it was for the entire community. Mr. Cummings attended all the meetings and sat at various tables with different groups. At least one or two of the nights he sat with basketball coaches and friends associated with youth basketball. Whether the kids were going to the new school or not, they really wanted to make sure that the gym was beneficial to the community. Almost everyone at that table wrote down on their input cards, they wanted a big community gym with side by side courts.

On other nights he sat with soccer coaches and lacrosse coaches and friends associated with youth soccer and lacrosse. They all wanted a turf multi-purpose field. Most of the families would not attend the new school, and were being asked to vote for the new school project. They believed that it would be a huge benefit to the community to have a multi-purpose turf field, and their number one reply for their input cards.

Because of the respect for all that attended those meetings, when on the SBC during the research and development phase, I made sure both of these groups' points were heard during the development stage of the project. When I brought it up, because turf would add an immediate million dollar addition to the price tag. The turf field part was "value engineered" out and almost jokingly it was mentioned what a great place we would be at the end of the project if we could put the turf field back in.

Mr. Cummings wanted to be very clear on the history of the size of the community gym and why it is important to see if we could put the turf field back in for the multi-purpose field.

There was an electrical anomaly at the project, there is a possibility that it came from the three phase power coming from the street. When Westwood lost power on December 18, the emergency generator at the new school kicked on. When Eversource restored power on Tuesday the 19th in the morning and then again at that evening we got a phase "in-balance" on the compressors of our HVAC system. We have 6 condensers, each containing 2 compressors. Between Dec. 19th and the

first week of January all 12 compressors were possibly ruined by a “phase imbalance” and need to be replaced. Temporary heat was restored to the building via auxiliary HVAC units outside of the school building blowing hot air into it. Work is proceeding.

We have a team of experts working on the “phase in-balance” and will have a solution soon. We also have 12 new compressors for the 6 condensers from the manufacturer and they arrived yesterday. The warranty will be honored for the new machinery. The goal is to have the HVAC system ready to turn on by Jan 25 or 26. If everything runs without any problems, they cut the “HVAC system balancing” time in half via overtime or extra shifts. We are still in the ballpark to hit the February move-in date. To take any stress out of it, the ribbon cutting will be on April 5th. Mr. Cummings will address questions at the New Business part of the agenda.

Construction Update

Mr. Lin was present to discuss the Construction Activities.

- Conditional Certificate of Occupancy was issued.
- Chiller - All 12 compressors shorted due to phase and voltage fluctuation.
- Site – Fencing and Site lighting is on-going. Site furniture installed
- Exterior – Completed canopy lighting and the playground is complete.
- Interior – Flooring installation is basically done.
- Technology – Temporary network operational. Continue installation of projectors and Touchview screens.
- F F & E – Furniture delivery started. Equipment orders to be completed.

Comments:

- The Board asked about the color of the gym floor color? *Mr. Lin: Yes, some light stains and clear seal and then they will stripe the courts on top.*

Three Weeks Look Ahead:

- Replacement compressors will arrive next week. Installation to follow.
- Working to identify the source of the problem of voltage/phase fluctuation which appears to be the cause of the problem for the compressors.
- Complete flooring installation including the gym floor.
- Furniture installation started on 1/15/24. Expecting to finish in two to three weeks.
- Technology installation started with touch view panel TVs. Printer installation will start in Feb. 2024.
- Telephone system installation.

Schedule Update

- It is not clear how fast the issue with the chiller can be resolved as of 1/15/24. Meeting every day.
- The building is not likely to be open for ribbon cutting on 2/9/24, it will occur in April.
- Furniture installation is on schedule.
- Technology installation is on schedule.
- Equipment orders started to arrive.

Budget Update

Mr. Lin gave an update on the budget.
MSBA budget almost \$4 million of uncommitted money.
Getting a bump on the reimbursement.
Will be setting up a meeting with the MSBA, we have been reimbursed 76% of the \$17 million.

Comments:

- MSBA reimburse the money? *Mr. Lin: It will be approximately \$21 million, we are still signing documents. Once it takes place we will get instructions on how to get the payment request.*
- Will the money come electronically? *Ms. McManus: Yes, that is how it comes in, we will anticipate a large payment first and the rest will be smaller. Mr. Lin does not know exactly when it will happen.*

Monthly Vendor Invoice Package-December- 2023

Mr. Lin went through the breakdown of the invoices.

Comments:

- The Board asked if the furniture was separate? *Mr. Lin: Yes, our contract is delivery and installation. Should see invoices next month.*

The Vertex Companies Invoice:

Action Taken:

Ms. Hyde made a motion to approve Invoice #OPM 78-52 to The Vertex Companies, LLC in the amount of \$76,087.65 for the period ending December 31, 2023 for the Hanlon School Project.

Mr. Aries: Second. Motion Carried.

Vote: 6-0-0

Cummings-Yes
Aries-Yes
Bayer-Yes
Hyde-Yes
Scoble-Yes
Plotkin-Yes

Dore & Whittier Architects, Inc. Invoice:

Action Taken:

Ms. Hyde made a motion to approve Invoice #50 to Dore & Whittier Architects, Inc. in the amount of \$114,117.00 for the period ending December 31, 2023 for the Hanlon School Project.

Mr. Aries: Second. Motion Carried.

Vote: 6-0-0

Cummings-Yes
Aries-Yes
Bayer-Yes
Hyde-Yes
Scoble-Yes
Plotkin-Yes

Comments:

- The Board asked about the testing. Does that apply to the \$40,000 max? *Mr. Lin: Yes, it is part of the additional services.*

Home Depot Pro:

Action Taken:

Ms. Hyde made a motion to approve Invoice #779227362, dated December 8, 2023 to Home Depot Pro in the amount of \$460.40 for the Hanlon School Project.

Mr. Aries: Second. Motion Carried.

Vote: 6-0-0

Cummings-Yes
Aries-Yes
Bayer-Yes
Hyde-Yes
Scoble-Yes
Plotkin-Yes

The Ockers Company Invoice:

Action Taken:

Ms. Hyde made a motion to approve Invoice #28005, dated October 20, 2023 to The Ockers Company in the amount of \$6,805.00 for the Hanlon School Project.

Mr. Aries: Second. Motion Carried.

Vote: 6-0-0

Cummings-Yes
Aries-Yes
Bayer-Yes
Hyde-Yes
Scoble-Yes
Plotkin-Yes

Pro AV Systems Invoice

Action Taken:

Ms. Hyde made a motion to approve Invoice #47081, dated December 14, 2023 to Pro AV Systems Inc. in the amount of \$22,000.00 for the Hanlon School Project.

Mr. Aries: Second. Motion Carried.

Vote: 6-0-0

Cummings-Yes
Aries-Yes
Bayer-Yes
Hyde-Yes
Scoble-Yes
Plotkin-Yes

Brait Builders Corporation Invoice:

Action Taken:

Ms. Hyde made a motion to approve Invoice #APP 18 to Brait Builders Corporation in the amount of \$2,261,847.84 for the period ending December 31, 2023 for the Hanlon School Project.

Mr. Aries: Second. Motion Carried.

Vote: 6-0-0

Cummings-Yes
Aries-Yes
Bayer-Yes
Hyde-Yes
Scoble-Yes

Plotkin-Yes

Review Proposed Change Order (PCO) Log

Mr. Fitzgerald went through in detail in the PCO Log.

Comments:

- The Board had a question about the floor data outlets? *Mr. Fitzgerald: They came late, they were part of the architectural supplemental instructions. Additional outlets are always suggested, Brait is suggesting it is above and beyond. It is still under review.*
- The Board asked if yellow stripes were going to be painted on the steps for the visually impaired? *Mr. Fitzgerald: We will reach out to the Director of Student Services.*
- Sinks in building A & B, the aerator slowed down the flow. Are the aerators the right size? The hot water is slow. *Mr. Fitzgerald: The plumber is looking into it.*

Project Contingency Update:

Mr. Lin went through the Contingency Fund.

Total committed amount: \$3,167,264.50.

Pending Costs: \$1,806,530.66: turf field, irrigation, foundation for shed.

Contingency after pending costs with a \$1.5 million turf field: \$342,866.84.

Comments:

- The Board asked about the potential pending costs, paving Gay Street? *Mr. Lin's understanding is that the DPW will be paving the entirety of Gay Street.*
- The Board asked Mr. Lin to confirm with the DPW about the paving of Gay Street.
- How much is budgeted for the grass field? *Mr. Lin: The cost from changing grass to turf after taking the credit of the grass is \$1.65 million, which is the current proposal. The net cost is \$1.65 million.*
- Is it being negotiated, what is the \$1.5 million? *Mr. Lin: It is possible to put the turf field out for a separate bid, and get a more competitive price.*
- The Board asked if there has been any progress with the old items on the PCO Log. *Mr. Lin: Yes, we have closed out a number of them. CO #14 resolve some of them too.*
- Ms. McManus asked about the \$202,789.00 for the feasibility phase unspent money, is that included in the next slide? *Mr. Lin: Everything on the Contingency Update slide does include the \$202, 789.00. This money was authorized, but it is not borrowed. He will work offline with Ms. McManus.*

Review and Vote Change Order #14

Mr. Fitzgerald was present to discuss the 14 line items in the Change Order.

Action Taken:

Ms. Hyde made a motion to authorize Change Order #14 in the amount of \$55,868.06 for the Hanlon School Project.

Mr. Aries: Second. Motion Carried.

Vote: 5-0-0

Cummings-Yes

Aries-Yes

Bayer-Yes

Hyde-Yes

Scoble-Yes

FFE & Technology Update

The furniture has arrived.

Approval of Minutes of PBC/SBC meeting on December 13, 2023

Upon a motion made by Ms. Hyde and seconded by Mr. Aries, the Permanent Building Commission voted in favor (5-0) to approve the meeting minutes from December 13, 2023 as amended..

Cummings-Yes

Aries-Yes

Bayer-Yes

Hyde-Yes

Scoble-Yes

Upon a motion made by Ms. Hyde and seconded by Mr. Aries, the School Building Committee voted in favor (5-0) to approve the meeting minutes from December 13, 2023 as amended.

Cummings-Yes

Aries-Yes

Bayer-Yes

Hyde-Yes

Scoble-Yes

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

- The Board asked for clarification: No ribbon cutting in February and no change to the move in date for the students? *Mr. Cummings: We will know by the end of next week if that date should change.*
- What are the Building Commissioner's requirements? *Mr. Cummings: We will need to have the Certificate of Occupancy, the affidavit signed by Dore & Whittier, the building has to be balanced, 12 Compressors will be ready to go, only 3 Compressors are needed to run the balance. Have not spoken to the Building Commissioner.*
- Mr. Gotti: What was the cause and lessons learned? *Mr. Cummings: It was never seen before, going through the system.*
- The Board asked if it was a power distribution issue from the street? *Mr. Cummings: Trying to get info from Eversource have enlisted the aid from Tom Philbin, and our State Rep. Safeties are being put in place.*
- Will we get this in writing, what happened? *Mr. Cummings: All the parties are working together that is why the compressors have been removed and have been replaced. We don't know what caused it. It is still under investigation.*
- Does the warranty include the labor? *Yes, all work is being done by the manufacturer's instructions.*
- Any risk of speeding up the balancing? *Can't speed it up, it takes the time it takes.*
- Is it an independent contractor? *Mr. Fitzgerald: The balancer works for the HVAC contractor. We have been meeting everyday. We are not accepting any short cuts.*
- Don't really know what the problem/issue is. Until we know the cause we can't recommend a solution.
- Is this being discussed at the School Committee meeting? *No. It is too early to call.*

Adjournment

Upon a motion made by Ms. Hyde and seconded by Mr. Aries, the Permanent Building Commission and the School Building Committee voted in favor (5-0) to adjourn the meeting at 7:28pm.

Cummings-Yes

Aries-Yes
Bayer-Yes
Hyde-Yes
Scoble-Yes