



Public Works Facility Building Committee Meeting Minutes

Montague Town Hall

One Avenue A, Turners Falls, MA 01376

Tuesday, June 23, 2020 @ 5:30 PM

Meeting Conducted via Conference Call – (515) 604-3112 / Meeting ID #7860600#

Participants: Ken Morin, Mark Fairbrother, Bob Macewicz, Mark Williams, David Jensen, Jay DiPuccio, Jason Burbank, Ariel Elan, Steven Ellis (Town Administrator), Tom Bergeron (Highway Supt.), Neil Joyce (CMS), Roger Hoyt (CMS);

Absent: Pam Hanold, John Hanold

Call to Order – 5:30 PM

1. Approve Meeting Minutes

- a Motion to accept May 26th minutes as submitted / seconded. Unanimous in favor.

2. Coronavirus Update - CMS noted that all trades are currently working / no new information was presented. CMS will advise / keep committee updated moving forward.

3. Progress Reports:

a Construction Update

- i. Sheetrock installation is largely completed in the offices and administration area, with finishing (taping and sanding) underway
- ii. Concrete work in the Vehicle Storage Area is completed, as is the aprons at the overhead doors.
- iii. Installation of HVAC Equipment, Sprinkler Piping and Electrical Equipment is continuing.
- iv. Site operations include the continuation of fill placement and grading on all elevations of the building. Most underground infrastructure is completed (water, sewer, drainage), with grading operations continuing.
- v. Upcoming work includes anticipated completion of wall board installation and joint treatment. Work will continue with the installation of mechanical equipment, electrical equipment and

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sprinkler piping. Architectural finishes have commenced (wall tile and painting) and will continue in the coming weeks. Site operations will continue with grading operations around the building, and the installation of footings for the fuel pump canopy.

b. Project Schedule –

- i. BW Construction is proceeding with work, and we are continuing to coordinate our administrative efforts in support of his work (change order approvals, submittal review, etc.). All efforts are still directed at completing the building and associated site work. Contractor has provided us with a mid-August paving date. CMS noted this is later than expected and will continue to work with BW to improve that date. There has been no significant change since our last update.
- ii. CMS has provided the DPW Staff with samples of chairs and samples of finished surfaces for final selections. An August move-in / occupancy is anticipated.
- iii. Scheduled activity is optimistic, given the current environment and public health concerns and does not contemplate future restrictions or impacts resulting from the Coronavirus.
- iv. Commentary on the placement of the sprinkler main on the mezzanine. Placement of pipe was not acceptable to the Town, as it currently restricts access to the northern limits of the mezzanine. Site meeting to occur tomorrow morning (6/24) to discuss relocation of the pipe.
- v. Commentary on resolution of control panels. Roger confirmed that panel locations were discussed and placement under the stairs (high on walls). Proposed placement was reviewed with Tom and accepted, keeping as much free wall space as possible. Work will proceed, subsequent to wall construction.

c. Extension of OPM Period of Performance

- i. Original period of performance will be completed July 31, 2020. Extend through substantial completion at rates included with original proposal (\$24,000/Mo). CMS noted they will work with the Town to minimize unnecessary coverage or expense during the period of extension and prorate based on actual needs. Question was asked if extended period was related to COVID. Town expressed skepticism that such costs would be reimbursed under CARES Act provisions. Town estimate that some extension was due to weather related issues, and some related to work force deficiencies in the wake of the carpenters and iron workers work stoppage. Ken and Dave expressed the importance of daily inspection as many trades and workers are still operative.
- ii. Motion / Second to authorize Town Administrator to act upon and extend full time OPM services through Substantial Completion. Vote was unanimous in favor.

d. Budget Update

- i. Budget Update was distributed via email before the meeting. Costs to date are approximately \$6.66M and include invoices through June 23. Contractor invoice reflected in the budget is estimated and will be finalized in the coming days.
- ii. Change Order #6 has been executed and includes five PCO's – Crushed Stone at Trench Drain, Misc Architectural Changes, Welding Station, Added Door Jamb at Boiler Room, at a total cost of \$50,296.15. Also included was the site work for the fuel station, at \$17,351.65. Total Change Order expenditure to date is approximately \$179K.
- iii. Change Order #7 is being developed, with anticipated charges for various electrical scope changes. These were presented to the select board for approval and work can proceed. CMS to continue negotiations and have enlisted additional resources from our office as well as the electrical engineer to assist to bring this issue to closure.
- iv. Negotiation of existing PCO's is ongoing. Potential Liability has been updated to reflect outstanding PCO's, and an estimated value (35K) for electrical related changes.

e. Procurement:

- i. Communications – no change in status / work is proceeding.
- ii. Fuel Depot – Work is proceeding this week, with planned excavation for canopy footings with concrete placement is planned for Friday. Associated costs are trending under budget for fuel pumps and related site work (\$418K) established by Select Board.
- iii. Furniture & Equipment – Samples have been provided, with color selections anticipated to be finalized in the coming days. An August delivery and installation is planned.
- iv. Technology
 - i. Security and Access Control work proceeding.
 - ii. Coordination with Horace Moody (IT Consultant) is continuing with IT racks and preliminary installations coordinated with the work of the GC.

e. Commissioning Update

- i. A Tracking Log of items noted during the CX Meeting has been generated by Jason Burbank and distributed to the Construction Team. This was updated based on our call (June 18th). Our next planned conference call is Thursday, July 2nd at 11AM. Items noted for tracking include the sprinkler line, HVAC controls cabinet locations, radiant heat manifold covers and refrigeration piping.
- f. Relocation services – Tom confirmed DPW plans to address relocation to the new building using their own resources. No moving services are anticipated at this time.

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4. Confirm Future Meetings Schedule – Tuesday, July 14, 2020 @ 5:30 PM. A site visit for the committee will occur at 5:00 PM.
5. Topics not Anticipated within 48 Hours of posting – none heard.
6. Motion to Adjourn - 6:36 PM - Motion / second, Vote was Unanimous in Favor.