



Public Works Facility Building Committee Meeting Minutes

Montague Town Hall

One Avenue A, Turners Falls, MA 01376

Tuesday, August 11, 2020 @ 5:30 PM

DPW Building Committee Meeting:

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

Participants: Ken Morin, Mark Fairbrother, Jay DiPuccio, Bob Macewicz, Mark Williams, David Jensen, Pam Hanold, Jason Burbank, Ariel Elan, Steven Ellis (Town Administrator), Neil Joyce (CMS), Roger Hoyt (CMS); John Hanold

Absent: Tom Bergeron (Highway Supt.)

Call to Order – 5:31 PM

1. Approve Meeting Minutes of Minutes from July 21 meeting.
 - a Motion to accept June 23 meeting minutes / seconded. Unanimous in favor.
2. Coronavirus Update - CMS noted that all trades are currently working / no new information was presented. BW Construction has advised the project that some finishes have been delayed due to COVID Impacts to Material Availability (noted as epoxy flooring materials). CMS will advise / keep committee updated moving forward.
3. Progress Reports:
 - a Construction Update
 - i. Installation of HVAC Equipment, Sprinkler Piping and Electrical Equipment is continuing. Preliminary testing of the sprinkler system was completed with acceptable results.
 - ii. Interior finishes are continuing, including the installation of ceramic tile, lockers and ceiling tiles. Overhead door installation has commenced in the vehicle storage areas, with replacement panels expected this week.
 - iii. Site operations include the continuation of fill placement and grading on all elevations of the building, as well as installation of sidewalks

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and curbs at the building perimeter. Coordination meeting for the fuel dispensing system is planned for this week.

- iv. Work will continue with the installation of mechanical and electrical equipment. Architectural finishes have commenced (wall tile and painting) and will continue in the coming weeks. Millwork installation is anticipated during this week and into next week. Installation of resinous flooring is planned for late August (material availability issues). Site operations will continue with grading operations around the building at the site entrance, with installation of asphalt pavement anticipated next week (8/19).

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.). The latest schedule update includes a revised substantial completion date of September 25, 2020. Final scheduled activity includes the installation of resinous flooring (late August / early September), toilet accessories / partitions and landscaping.
- ii. Furniture has been pushed back to late September, following substantial completion.
- 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. Relocation of the sprinkler mains has been completed. Costs tracked on time and materials amounted to +/- \$11,900, which represents a reduction from the original quoted price of \$19,600. Responsibility for payment of these costs is ongoing.
- v. Town has initiated contact with Eversource, to coordinate the installation of permanent power. Three-Phase power is believed to be 2-4 weeks after completion of the electrical gear.

c. Budget Update

- i. Budget Update was distributed via email before the meeting. Costs to date are approximately \$7.75M and include invoices through August 6th.
- ii. Change Order #7 is being developed, with anticipated charges for various electrical scope changes.
 - i. Relocation of the ATS Switch is proceeding on Time and Materials.
- iii. A change order proposal was received to delete painting of the fire sprinkler lines in the building. The deductive cost (savings to the project) was a credit estimated at \$3,500. This proposal was reviewed and believed to be undervalued, so the painter was directed to paint the sprinkler lines per the contract requirements.

- iv. BW Construction has made CMS aware that there were some discrepancies in loam disposition, and a resulting shortfall of fill.
 - i. PCO #39 was submitted in the amount of +/- \$39,000. Determination of merit on this proposed change is on-going.
 - v. Negotiation of existing PCO's is ongoing. CMS requests authorization of the committee to negotiate PCO 28 (Added Wire Mesh), PCO-35 (Sprinkler Main) and PCO-39 (Loam Discrepancy) for an amount not to exceed \$67,000.. Motion with second received. Steven Ellis noted the value of these independently are within the committee's discretion. Vote was unanimous in favor.
 - vi. Potential Liability has been updated to reflect outstanding PCO's, with an estimated value of \$124,000.
 - vii. Dave Jensen noted that additional lighting in the shop may not be necessary. Further evaluation is necessary, with input from Tom Bergeron required.
- d. Procurement:
- i. Communications – no change in status / work is proceeding. Antenna has been installed with antenna lines back to the IT Closet.
 - ii. Fuel Depot – Work is proceeding with planned coordination meeting for dispensary controls this week
 - iii. Furniture & Equipment – Samples have been provided, with color selections anticipated to be finalized in the coming days. A late September delivery and installation is planned.
 - iv. Equipment Purchase – DPW has requested purchase of two floor sweeper units (one for garage areas / one for office areas), at a total cost of \$12,523.67 (via state contract vendor). Ken indicated he has a few questions about the intended use and operation. Options to extract dust (rather than sweeping) are essential. Committee requested to defer for further discussion at a subsequent meeting.
 - v. Technology
 - i. Security and Access Control work proceeding.
 - ii. Coordination with Horace Moody (IT Consultant) is continuing.
- 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 and committee. We have been conducting bi-weekly calls with the contractor to monitor progress, with these calls anticipated to continue for the coming month. There are noted to be a few issues with cost impacts anticipated (occupancy sensors, monitoring of glycol system, minor changes to controls, etc.) which have been accounted for (\$15K) in the outstanding liability number. Further discussion on the protection of the manifolds, particularly in the Vehicle Storage Area.
4. Topics not Anticipated within 48 Hours of posting

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- a Old Business from last meeting - Dave Jensen confirmed that tree species along cemetery property line will be as specified in the contact documents – no changes are required.
 - b Routing of sprinkler line from mezzanine to sprinkler room – further investigation is needed.
5. Confirm Future Meetings Schedule – Wednesday, September 2, 2020 @ 5:30 PM.
 6. Motion to Adjourn –6:48 PM - Motion / second, Vote was Unanimous in Favor.