



# Public Works Facility Building Committee Meeting Minutes

Montague Town Hall

One Avenue A, Turners Falls, MA 01376

Wednesday, September 2, 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), Tom Bergeron (Highway Supt.), Neil Joyce (CMS), Roger Hoyt (CMS); John Hanold

Absent:

Call to Order – 5:33 PM

1. Approve Meeting Minutes of Minutes from August 11 meeting.
  - a Motion to accept August 11 meeting minutes / seconded. Unanimous in favor, with 1 abstention (Elan).
2. Coronavirus Update - BW Construction provided a change order request in the amount of \$112,052. This proposal is under review by the Town, with feedback solicited and received from both CMS and HKA. Town has also requested an interpretation from Town Counsel on this matter, regarding the Contractor's eligibility for compensation and potential funding / reimbursement through the CARES Act.
3. Progress Reports:
  - a Construction Update
    - i Installation of HVAC Equipment, Sprinkler Piping and Electrical Equipment is continuing. Main Sprinkler service has been completed, with branch to mezzanine remaining. Plumbing fixtures have been installed, and main water service has been activated. Permanent power is expected in the building by the end of this week.

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- ii. Interior finishes are continuing, including final painting and related finishes. Door and hardware installation, millwork and toilet accessories have also been installed.
- iii. Site operations include the continuation of fill placement and grading on all elevations of the building, in preparation for paving next week. Loam screening and distribution on site is progressing, as is installation of drainage pipe along the perimeter of the salt shed.
- iv. Pumps and canopy for the fuel farm were completed.
- v. Work will continue with the installation of mechanical and electrical equipment, as well as turning on permanent power. Architectural finishes will continue including millwork installation, final painting and toilet partitions. Installation of resinous flooring is planned for next week (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 (9/10).

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 (early September), toilet 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. Final negotiated settlement with the contractor included performance of the work, at a savings compared to the forward priced agreement formally presented.
- v. Town has initiated contact with Eversource, to coordinate the installation of permanent power. Permanent power is anticipated to be turned on by the end of this week (9/4 – weather dependent) .

c. Budget Update

- i. Budget Update was distributed via email before the meeting. Costs to date are approximately \$8.38M and include invoices through September 2, 2020. The full amount of the contractor's latest draft requisition has been included and will be adjusted to reflect final payment.

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- ii. Change Order #7 and #8 were executed, and included the following work: sprinkler line relocation, gravel / loam discrepancies, ..... The total cost of CO7 is a net credit of (\$3,363) and Change Order 8 is a net add of \$48,392.
    - i. Relocation of the ATS Switch is proceeding on Time and Materials.
  - iii. A change order proposal was received for total electrical changes – NTE 80K. Committee noted this is consistent with previous authorization by Selectboard, with no separate vote required.
  - iv. Potential Liability has been updated to reflect outstanding PCO's, with an estimated value of \$95,000.
  - v. 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.
  - 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). Tom confirmed items were sourced and sized properly, and had a vendor visit the site and confirm the conditions of the building, and the appropriateness of the equipment for the project. Motion and second. Vote was unanimous in favor, with 1 abstention (Elan).
  - 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 and wash bay, as well as start-up protocols and schedules. HKA was requested to provide graphic for controls vendor / CMS to confirm, as well as request start-up schedule for various mechanical equipment.

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4. Topics not Anticipated within 48 Hours of posting
  - a BDA – 800 BDA was authorized by Bldg Inspector, to match intended system to be implemented by the Town. Authorized to proceed. CMS noted direction had been provided
5. Confirm Future Meetings Schedule – Tuesday, September 29, 2020 @ 5:30 PM.
6. Motion to Adjourn – 6:33 PM - Motion / second, Vote was Unanimous in Favor.