



MEETING MINUTES
Public Building Commission
Tuesday August 9, 2016
Scituate Board of Selectmen Hearing Room
7:00 pm

Present: Ed DiSalvio, Chief Mike Stewart, Patricia Vinchesi (Town Administrator), Stephanie Holland, Karen Canfield, Jessi Finnie, Deputy Al Elliot

Not in Attendance: Carl Campagna, Mike Heger, Jacqueline Carr, Lieutenant Mark Thompson, Chief John Murphy, Toni Snee

The Meeting was called to order at 7:15pm.

Acceptance of Minutes

No minutes to be approved

New Business:

Library Project Updates & Review

Joe Sullivan (Daedalus, Library OPM) was present and gave updates on the library construction. He reported that exterior shingles are currently being installed. Upper slabs are also being installed. The southwest wing mechanical installation is beginning. Carpenters are currently working on the lower level. Tests were going to be done on concrete before upper level was going to be started. Work will accelerate now that tests for quality have been done. An updated schedule was provided. Completion date is still being projected by the end of January 2017. When the roof structure was removed, insulation came down. Therefore, new insulation for the south west and main wing will be required. New insulation for both wings is estimated at \$21,000. National Grid has a concern that they want a passable entrance to the transformer pad. There will be enough space without a paved surface to access this area. The ground will be compacted. There will be nothing underneath the ground that could be damaged if emergency vehicles needed to travel across the area. A heat tamper switch was requested at around \$10,000. Some perimeter areas that were removed require \$12,000 in dry wall. Sprinkler system had some areas eliminated. \$25,000 communication wiring was added to budget. \$150,000 remains in contingency if all pending PCO's are approved. \$339,315.58 remains in contingency without including pending PCO's. There are \$185,000 in pending PCO's. As of today, we are at 54% completion of the library project. Contingency log will be emailed to commission where we stand today including pending projects. There was discussion about vehicle traffic. It will be one way with signs and marked spots. The Planning Board decided on one way traffic circulation because of concern with pedestrians.

1. PCO #75 -southwest wing and portion of main wing requiring additional insulation to

not exceed \$21,000 **motion to approve PCO #75 1st motion Karen Canfield 2nd Stephanie Holland, all in favor 5-0**

Discussion of Commission's Future Meeting Schedule

Ed DiSalvio reached out to both OPM firms, Vertex and Daedalus, and they both said it would be ok to change meetings to once a month, but we would still hold the second week date as was prescheduled if needed. Joe Sullivan recommends that we should meet in two weeks so that he can keep us updated as things are progressing because the contractor will need quick responses on some pending projects. The Commission decided that it will continue to meet every two weeks at this point.

Discuss/Vote Commissioning Contract

Mechanical equipment commissioning agent was discussed and voted upon. There were two companies which submitted documentation/proposal considerations. RFS Engineering versus WSP| Parsons Brinkerhoff. After reviewing experience as well as billing rates, the commission voted to hire:

WSP| Parsons Brinkerhoff 1st motion Patricia Vinchesi 2nd motion Ed DiSalvio all in favor 5-0

Public Safety Complex Updates

Steve Theran (Vertex, Public Safety Complex OPM) provided an update on the Public Safety Complex site progress and provided documentation for his discussion. He also provided current photos on up to date work. Included in the documentation was the weekly report #29 and #30 for week ending July 30, 2016 and August 6, 2016. Masons and roofers are all busy. Exterior work is being done entirely. Mechanical work just beginning. Steel studs are being installed in upper level. Requesting approval for requisition. The project is currently at 50% completion. Tracking to start on March 6 FFandE furniture installation. End of February 2017 completion date for project.

The Commission voted to approve the contractors application for payment: CTA application #8 for the month of July signed by architect amount \$1,618,938 1st motion Patricia Vinchesi 2nd motion Chief Mike Stewart, all in favor 5-0

Review all Pending Change Orders (PCO)

Nothing to review/vote on

Adjournment

There being no other business a motion was made by Ed DiSalvio to adjourn at 8:32 p.m. second by Stephanie Holland, Unanimous Vote (5-0).

Respectfully Submitted,

Kelli Rodgers
Recorder

List of Documents for August 9, 2016 Public Building Commission's Meeting

- Agenda
- Vertex Public Safety Complex booklet containing 1. Construction Update 2. Action Items
- Public Safety Complex photos
- RFS Engineering Public Safety Complex Fee Proposal and Statement of Qualifications & Experience
- RFS Engineering Proposal Consideration
- WSP Proposal Consideration
- WSP Billing Rates