

**TOWN OF SCITUATE, MASSACHUSETTS
PUBLIC BUILDING COMMISSION**



**MEETING MINUTES
Public Building Commission
Tuesday, December 1, 2020
Selectmen's Hearing Room
Town Hall
7:00 pm**

Meeting conducted pursuant to the March 12, 2020 modifications to the Open Meeting Law made by Governor Baker pursuant to the state of emergency due to COVID-19. This meeting was live broadcast by SCTV.

Commission Members Present: Stephen Shea; Chairperson, Joe Annese

Also, in Attendance: Nancy Holt; Finance Director, Briana; SCTV

Remote Participants: Larry Guilmette, John Miller; User Member, Alicia Anthony; Recording Secretary, Steve Kirby; Vertex (OPM), Linda Hayes; User Member, Carl Campagna, Kevin Kelly; Facilities Director, Stephanie Holland

Commission Members Absent: N/A

Mr. Shea asked all members to identify themselves participating remotely.

Commence Meeting:

- **Mr. Shea called the meeting to order at 7:02 p.m.**
- **Mr. Shea asked the committee to review the November 10, 2020 minutes. He made a motion to accept the minutes as written, which was seconded by Joe Annese, and voted majority in favor (6-0) to accept the minutes as written by roll call vote; UNANIMOUS.**

Board Members Update:

- Mr. Shea welcomed new member, Joe Annese to the board as he has officially been sworn in. Mr. Annese has a wealth of electrical knowledge and has spent 40+ years in the public sector doing construction. He said that he feels he can be a great help to The Public Building Commission and looks forward to working with the board.

Public Safety Complex Project Update:

- **Discuss EOC HVAC**

Kevin Kelly reported to the board on the update

No change on the status. The engineer has not been able to get back to him.

Shea asked if engineer was hired or just have proposal.

Kevin said they have hired and approved their proposal. Waiting for the engineers to get plans in place. Shea asked what the preliminary plan was with the existing system or a new system. Kevin noted there is potentially enough energy in existing system to give what we need. It's a matter of getting it in there. If not maybe supplement with a different way. Split unit probably easiest and cheapest way. He's only reluctant on doing the split system is that it would make it two different systems and controls.

Mr. Campagna asked if there was a way to combine the systems to make only one thermostat to which Mr. Kelly said there is but nothing that he's looked in to as of yet.

Mr. Shea asked if the air handler was currently running at 100% capacity. Mr. Kelly responded that it does run at 100% but it has never achieved the designed CFM in the space Kevin said he understands how busy these engineers are with checking on the ventilation in schools at this time. He stated that he would reach out to them again. Mr. Kelly said that he understands that the board wants to get moving on this but where the issue is more of a cooling issue than a heating issue its not urgent although he agrees it needs to get done.

- **Discuss/Vote all Change Orders/Requisitions**

None discussed

Library Project Update:

- **Discuss Generator Options**

Mr. Shea started off by saying that for the most part the Library Project has been closed out. There is still just the one item remaining of the generator and engineering behind it as well as the pricing. Mr. Shea asked Mr. Kelly how this was looking as he has been on this project. Mr. Kelly reported that this is a similar status to the Public Safety Complex Project and he didn't have much of an update to report to the board. He stated that they are trying to get it out to bid now and will be able to get pricing once this is done. Mr. Shea asked if this was engineered and has spec done already. Mr. Kelly responded that it is all engineered and ready to go. The final drawings are back from the engineer and they are working to get this out to bid currently. Mr. Annese asked Mr. Kelly who the engineer on this project was to which Mr. Kelly responded that they're working with Constantini, who is the original architecture of the building.

Mr. Kelly stated that this is 150 kilowatt system was approved which will be a complete standby for the whole building. He then informed the board members who were not aware that Mr. Annese had helped with this project a year ago prior to The Selectmen asking for different options to be looked into. Mr. Kelly said he would email the specs and drawings to Mr. Annese as he would love to get his opinion on this. Mr. Annese said he would be happy to do this. Mr. Shea added that Mr. Annese is a good person to have look this over and would also have good insight on the pricing given.

- **Discuss/Vote all Change Orders/ Requisitions**
None discussed.

Discuss the Senior Center Project:

- **Project update**

***Photo Documentation was shown as the board waited for Mr. Kirby to join the meeting.**

Mr. Kirby reported that spray testing of five windows was done on the first floor and all of them passed. He then said that there are still water infiltration identified and Delphi found some leakage above the window by the drip cap in their own spray testing. They were working on a flashing and tape solution that has been working.

Mr. Kirby stated that he attended The Planning Board Meeting on November 12th to go over all of the site work revisions that had been made. All of them were approved by the Planning board with no requirement for a hearing.

He then stated that at The Recreation Center the elevator install ongoing, MEP's are in, dry wall is in, the thin brick is starting on outside of the elevator shaft. Mr. Kirby said that they're currently chasing a roof leak in the gym which may or may not be part of the work that was done on this project. He came in to a puddle of water this morning after rain yesterday. They need to figure out if it's coming from the roof or the glass block façade and dripping down.

Mr. Shea asked how the sewer piping and black water piping solutions ended up going down in the gym. Mr. Kirby stated that there is a section that has to be removed because it was deteriorated. They need good pipe to tie into. He has asked the plumber for a price. Mr. Kirby said out of all the areas, he thinks there is about 35 – 40 feet that is affected. One of the areas that has damaged piping is where the new contained toilets drain down through the first floor and go in to the crawlspace. He did confirm that there is some good piping that can be tied in to with a clamp.

Covid update, a painter has tested positive yet has not been on the site. All proper precautions are being taken.

The wood doors and frames are still estimated to be delivered in mid-December (likely the 11th). The millwork around the windows is just being started now. The thin brick has arrived and has allowed the masons to work lots at both buildings at the same time.

Mr. Shea then asked if all of the equipment is now on site. Mr. Kirby said that all of the mechanical, HVAC, electrician's panel boards, plumber's fixtures, and sprinklers fitters are all there. Mr. Shea was pleased with this. He hasn't been made aware of any delays on the MEP. He is still having communication issues with National Grid to get the transformer on site, as his original contact left for vacation. Mr. Kelly informed Mr. Kirby that he has also reached out to the town representative and has yet to hear back from him. He is hoping it helps that he be made aware of their story Mr. Shea asked if they were ready for power to which Mr. Kirby stated yes. They are currently still hooked up to the power generator.

As of October's schedule they were at substantial to completion as it was estimated for January 26th, about 11 calendar days from the original January 15th date. Mr. Kirby said he doesn't think it's an issue right now and they may be able to make that up. Following that the punch list of close out and commissioning and such would most likely still need to be done. Mr. Kirby and Mr. Shea agreed that this isn't terrible at this point. Landscaping will wait to be finished until the spring as it's best to plant then and they can replant anything needed after winter passes. Mr. Shea mentioned the sidewalk issues that there had been some concerns on. Mr. Kirby said that it's currently closed path through opening by the gates, going to potentially find an alternative route tomorrow. It would be a safety hazard to redirect pedestrians. This is a preexisting condition and not due to this project.

- **Discuss/Vote all Change Orders/ Requisitions**

CO #10 came in and revisions still need to be made but Mr. Kirby wanted to present it to the board now as to move quickly through it when it's ready to be voted on. This is a total credit of \$18,416, and made up of four PCO's;

- PCO #10-R3, which is bulleted #6, for revisions for the low voltage, scope of the electrician for security and other items that were discussed with Mike Ditello at the beginning of the project. \$12,671.13 credit.
- PCO #19-R1, to delete the lighted bollards at the drop off to the senior center. The lighted bollards and not safety bollards so they did without. This gave a credit of \$4,696.48.
- PCO #47-R1, for revisions to the elevator hoist way for not needing ventilation anymore by code but having to put a sheetrock ceiling in for the required code. There was two minor adds but there were credits from the electrician and the HVAC contractor. This is a total credit of \$6,641.07
- PCO #79, which was to add snow guards to the roof of the Senior Center at two locations where there are slopes. This amounts to \$5,593.31. Mr. Kelly confirmed this as a pretty standard price and stated that he was involved in the process and approves of the product.

Mr. Shea stated that he wanted to talk about the construction contingency as he's trying to iron out a lot of the numbers he has place holders on. Some will go on beyond the completion of the project. There is still the potential need for the extended parking lot. With all of this in mind, he is keeping a very close eye on the budget. Mr. Shea asked if Mr. Kirby could confirm that the parking lot was the biggest holder to which Mr. Kirby did. He reminded Mr. Shea that his place holder is just an estimate and really isn't sure what the price would be as this would need to be bid out as well as designed. Mr. Kirby said that there is construction money as well as engineering and design money.

Mr. Kirby brought to the board the final requisition for Payment #10 for the month of October for Delphi Construction which totals \$1,070,311.94. This brings them to 67.59% of the project. Pencil requisition for payment #11, for the month of November, is in and he will be reviewing. This was approved by the architect on October 11th, for The Senior Center Project for concrete, masonry, mismetals, insulation, roofing, doors, dry wall, pile, flooring, building specialties, food service equipment, elevator, fire

suppression, plumbing, HVAC, electrical site work and planting and landscaping. This also included services at The Recreation Center such as demolition, framing, light cage framing, fire wall, elevator, plumbing, electrical, as well as overall general conditions and change orders.

Mr. Shea made a motion to approve payment for Application #10 for services performed through October 31, 2020 in the amount of \$1,070,311.94, for services mentioned by Steve Kirby above. This brings the project to 67.59% of completion and has been certified by the architects and OPM. This motion was seconded by Mr. Annese and voted all in favor (6-0) by roll call vote; UNANIMOUS.

Mr. Kirby's next item to address was the amendments for BH+A consisting of Amendment 5R and 6. 5R was named as such because an amendment that was previously approved in as "not to exceed \$7,500.00 for the parking monitoring plan" has been changed and is now reduced bringing it to \$5,280.00. \$4800 for park court (?) and overhead for BH+A. Mr. Kirby recommended that Amendment 5 be voided and vote to approve 5R.

Mr. Shea made a motion to strike Amendment #5 as previously approved in Lou of approving Amendment #5R in the same scope of work for the parking engineering study commissioned by BH+A, in the new amount of \$5,280.00, this was seconded by Mr. Annese and voted all in favor (6-0) by roll call vote; UNANIMOUS.

Mr. Kirby brought up Amendment #6 which is for the windows spray testing. This included two days of spray testing and amounted to \$3500.00 in work with a BH+A markup of 10% for a total of \$7,700.00. This testing is included in the specifications of the window speculations. The verbal ok of the five windows was given and a final report will be given soon.

Mr. Shea made a motion to approve Amendment #6 from BH+A for the windows spray testing which was included in the building specifications in the amount of \$7,700, which was seconded by Mr. Annese and voted all in favor (6-0) by roll call vote; UNANIMOUS.

Mr. Kirby asked to bring up a couple of additional issues. One being that they had Delphi price handicap ramps going in to the B Wing which may or may not become a food pantry, decision to be made by the town, and there is a little bit of a disagreement with the electrical contractor on the audio visual scope. BH+A has issued a letter for them to proceed with the work which will probably be done with protest. He is watching this closely as the project nears turnover. Mr. Kirby explained that the scope of the work is all shown on the documents and drawings, with the specifications on the drawings themselves. They are taking exception as to how it's included in the documents and he and BH+A disagree with this. Both Mr. Annese and Mr. Kirby agree they have a strong opinion on this.

Mr. Kirby informed the board that Rachel Young plans to attend the next Planning Board meeting in regard to the signage for the placement on the building.

Mr. Kirby then mentioned that Linda Hayes and BH+A have met with ORI, the furniture supplier to release the order. Ms. Hayes spoke and informed the board that the contract was awarded up to three sources with the low bid of \$173,949.00. Since then they have met with the architect designer and there was still some materials, finishes and things that needed to still be selected. She said there were also some recommended adjustments. Chairs and some seating configurations were discussed as well. The order hasn't been released yet as its still being worked on. Ms. Hayes said that she requested a new itemization for any changes. One of the things she would like to see about adding in 8 of the 27 tables collapsible for ease of flexibility which would be about \$1400 in additional costs. Ms. Hayes thinks for all 27 tables it would be about \$4,500. Mr. Shea asked if the order not being released yet would affect the delivery dates. Ms. Hayes responded to him saying that as of right now they don't seem to think it will but it would definitely be good to get the order out this week. Mr. Kirby stated that this is similar to what was mentioned earlier with Delphi, stating that they have a lump sum contract for building and then another lump sum contract for furniture, making it become a change order with any changes made. Mr. Kirby said he thinks it would be nice if the folding tables could be added. Ms. Hayes plans to come to the next meeting with the prices of gym equipment which is estimated to be \$10,000. The kitchen wares were estimated to be about \$5,000. All agreed to put it all together and see where the budget is at to decide on adding the folding tables.

Mr. Shea mentioned to the board the possibility of going over to see the building in person as its nearing completion. The board decided to meet over there on Thursday, December 10th, between 3:00 and 3:30 and Mr. Kirby said he would confirm this tomorrow at the job meeting. Mr. Shea would wait to hear for confirmation to inform the board.

Mr. Kirby confirmed that he had a need still for the scheduled December 15th meeting and attendance was confirmed by all.

- **Delphi Application for Payment #8**

Old / New Business:

- **Review any open old/new business items**
None to discuss.

Adjournment

Mr. Shea made a motion to adjourn the motion at 8:15 p.m., which was seconded by Mr. Annese and voted all in favor (6-0) by roll call vote; UNANIMOUS.