

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



**MEETING MINUTES
Public Building Commission
Tuesday, February 16, 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: Chairperson; Stephen Shea

Also in Attendance: Finance Director; Nancy Holt, SCTV Staff Member

Remote Participants: Captain Brian McGowan of Scituate Fire Department, Larry Guilmette, Recording Secretary; Alicia Anthony, Scituate Senior Center/PBC User Member; Linda Hayes, Deputy Chief Al Elliot of Scituate Fire Department, Vertex (OPM); Steve Kirby, Carl Campagna, User Member; John Miller, Stephanie Holland, Planning Board Liaison; Bob MacLean, Joe Annese, BH+A Representative; Rachel Young

Commission Members Absent: N/A

Mr. Shea took a roll call of all participating remotely.

Commence Meeting:

- **Mr. Shea called the meeting to order at 7:03 p.m.**
- **Mr. Shea asked the committee to review the December 15, 2020 minutes. He made a motion to accept the minutes as written, which was seconded by Larry Guilmette, and voted all in favor (6-0) to accept the minutes as written by roll call vote; UNANIMOUS.**

Roll Call Vote:

Stephanie Holland (yes)

Larry Guilmette (yes)

Linda Hayes (yes)

Carl Campagna (yes)

John Miller (yes)

Stephen Shea (yes)

Senior Center Project:

- **Project update**

Mr. Kirby informed the Commission that the siding installation at the Senior Center is complete as well as the thin brick. He also mentioned that most of the finished carpentry is complete; stairs, casework, and the ceramic tile. The mortar color issue is still being monitored. The first floor of the Senior Center has had the rejected wall tiles in the toilet rooms removed and reinstalled and they are moving on to the second floor and the Recreation Center next. Mr. Kirby assured the Commission that the tile job was done much better the second time. He then went on to say that the toilet accessories have been installed as well as the operable partition panels, the kitchen overhead doors, the fireplace surround and the adjacent bookcases. Mr. Kirby relayed that the elevator inspection has been called in to the State but they still do not have a date in place for this to happen. He went on to say that the carpets have all been installed other than the first-floor corridor's as this area was still getting a lot of traffic. Mr. Kirby said that the concrete sidewalks still have a couple of areas to be completed when weather permits and that the pergola has been built and the column covers are now being installed. The bocce court will be completed also as weather permits. He stated that the generator startup as well as the training was completed. The final inspections for electric and plumbing have occurred and the Scituate Fire Department came by today and OK'd all that has been installed to date. DPW is scheduled to do the onsite drainage inspection this Thursday. The AV Contractor did their walk through and will begin in March. The IT Department is in the building and have started their work. Mr. Kirby said that the Juliette railings on the second floor still has to be installed and is due to happen in the next week or two.

- **Rec Center Update**

Mr. Kirby reported that the elevators are waiting on a State inspection date. Plumbing and electrical inspections have been passed and the Scituate Fire Department was there today as well. Painting touch ups are being done and the wall tile repairs will begin soon. Mr. Kirby said that the toilet accessories are done, the sidewalk work at the new entry is still going on and the handicap railings went in last week.

*Mr. Kirby presented photo documentation.

Rachel Young of BH+A asked Linda if she ever figured out the issue she had with the size of the table in front of the window that serves the café. Ms. Hayes responded to Ms. Young stating that she was told this needed the code required in the kitchen between surface areas. Ms. Hayes went on to say that at this point she will wait to see if this is going to be something that can be used or if it will have to be switched out. Ms. Young then asked what material the handrail being installed in the hallway was going to be. Mr. Kirby stated that it is wood and will be stained, not painted.

- **Project Schedule**

Chairperson Stephen Shea asked Mr. Kirby when he thought he'd be receiving the certificate of occupancy to which Mr. Kirby responded that the State elevator inspection and the final building inspection need to be done prior, but plans to have more answers next week. John Miller then asked Mr. Kirby if he was planning on having both building's elevator inspections done on the same day. Mr. Kirby responded saying yes, that was the contractor's plan.

Mr. Kirby also said that the new furniture delivery is scheduled for the 22nd and that the existing Senior Center items are scheduled to be moved to the new building on March 4th.

- **Discuss Submitted Questions**

Mr. Kirby informed the board that he tried to consolidate as many answers as he could to the resident's questions received and went through them one by one;

1. Who wrote the electrical bid documents?
BH+A and their engineer, Wozny Barbar and Associates wrote the electrical bid documents.
2. Who from the town, architect, Delphi, or Vertex read or reviewed the three bids?
BH+A and Vertex reviewed these bids and they are filed sub-bids.
3. Did everyone approve/accept the bid from Griffin?
The electrical filed sub-bid package from Wayne J. Griffin was reviewed and found to be a responsive bid.
4. Did anyone ask why the Griffin bid was much lower compared to the other two bids?
No, this is a public work project per MGL Chapter 149 based on lump sum, low bid. The electrical bid was 16% lower than the second low bid. However, the HVAC low bid was 11.5% lower than the second low bid. The plumbing low bid was 21% lower than the second low bid.
5. Who does the board feel is responsible for the oversight? It sounded like someone made a mistake and not the town. The town should not have to pay anything additional for the AV work and someone was double dipping.
There was no double dipping. Awarding the contract direct to the State approved audio visual vendor actually saved the town \$46,743.91.
Mr. Kirby then stated that there were three electrical bids, the low being \$985,000, the second lowest was \$1,173,000 and the third was \$1,180,000. All of these bids were reviewed to form and found to be responsive. Griffin was the low bidder by \$188,000. The bids were posted for the general contractors to use in their general bid. All of the six general bidders used Wayne Griffin's bid. The audio visual drawings were designed by Pro-AV, under BH+A, and were issued as an addenda during the bidding. Griffin stated that they did not carry the AV scope in their bid, their valid reason being; the AV Scope should've been noted as "Paragraph E. Subcontractor" on the bid form as the cost was greater than \$25,000 and was specialty work not normally performed by an electrical contractor. He then said that Paragraph E was omitted on the addenda. Wayne Griffin has a subcontractor quote for audio visual scope of \$128,520 and adding Griffin's labor and markups brings the total cost to \$142,998.07. Mr. Kirby stated that had they carried this in their original bid, Griffin's cost would've been \$1,127,998.07. This would still have them as the low bidder by approximately \$45,000.
BH+A solicited five State approved firms for the AV Scope, and four firms sent bids back. DGI Communications was the low responsible bidder at \$96,254.16. The contract has been issued to DGI Communications and due to this the town has saved \$46,743.91 by contracting directly with DGI.
6. *This question was unclear due to typos but had to do with the generator* and asked if it would power the gym or any other building.
The answer is that the generator provides emergency power to The Senior Center only as a whole building generator as requested by the town to utilize The Senior Center as a shelter.
7. What size is it compared to the generator at the new Lawson Green Apartments?
The Lawson Green is not part of this project and the size of their generator is unknown to the PBC, as it is not a town project. The Senior Center's generator is 400kw.
8. What size generator is being considered for the library?
150kw.
9. What is the update of the library generator?
Final technical and specification details are currently being worked out in order to get the project out to bid.
10. *Question Unclear* regarding the fence at generator.

11. Was it not supposed to hide the generator?

The approved drawings show the top of the generator slightly above the fence.

12. Was there any discussion to change the fence?

There was no discussion, and to change to what ?

13. What are all the tall pipes supposed to do?

The generator is a natural gas fired engine. The tall pipes are the generator's exhaust to discharge the gases resulting from combustion. These are required by Mass Building Code and the associated International Mechanical Code.

14. Missing traffic signage question.

The work isn't complete yet.

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

Change Order #11 was not back and signed from Delphi so will be deferred to the next meeting.

Delphi Application for Payment #13, for the month of January in the amount of \$581,761.34, which was certified by the architect today, and brings the project financially to 94%. This is for costs associated with The Senior Center's concrete, masonry, mis metals, insulation, roofing, carpentry, siding, fire stopping, waterproofing, glazing, doors, drywall, tiles, acoustical ceilings, resilient flooring, painting, building specialties, fire suppressions, plumbing, HVAC, electrical sitework and landscaping. Also, for The Recreation Center's masonry, carpentry, insulation, roofing, firestopping, glazing, doors, acoustical ceilings, tile, resilient flooring, toilet petitions, painting, fire protection, plumbing, HVAC, electrical, general conditions and change orders.

Mr. Shea made a motion to approve application for payment to Delphi Construction #13 for the services rendered through January 31, 2021 in the amount of \$581,761.34, which was seconded by Joe Annese and voted all in favor (7-0) by roll call vote; UNANIMOUS.

Roll Call Vote:

Carl Campagna (yes)

Linda Hayes (yes)

Joe Annese (yes)

Larry Guilmette (yes)

John Miller (yes)

Stephanie Holland (yes)

Stephen Shea (yes)

Mr. Kirby then brought to the board's attention Vertex application for payment #142343 in the amount of \$32,383.72, for the month of January, which also includes a small HVAC invoice.

Mr. Shea made a motion to approve Vertex's application for payment, invoice #142343 for services rendered through the end of January for The Senior Center and Recreation Center in the amount of \$32,383.72, which was seconded by Joe Annese and voted all in favor (7-0) by roll call vote; UNANIMOUS.

Roll Call Vote:

Carl Campagna (yes)

Linda Hayes (yes)

Joe Annese (yes)

Larry Guilmette (yes)

John Miller (yes)

Stephanie Holland (yes)

Stephen Shea (yes)

Humarock Fire Station #4:

- **Project review to date**

The project is still in the contract submittal and before construction stages and hopes are to start the work in April. The proposal should be ready to discuss at the next PBC meeting. Hanscom Airforce Base is ready for the Scituate Firefighters whenever the work begins.

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

Coastal Engineering Invoice rendered through the end of January in the amount \$5,000.

Mr. Shea made a motion to approve Coastal Engineering's invoice for services rendered through January 31, 2021 in the amount of \$5,000, which was seconded by Carl Campagna and voted all in favor (7-0) by roll call vote; UNANIMOUS.

Roll Call Vote:

Carl Campagna (yes)

Joe Annese (yes)

Larry Guilmette (yes)

Stephanie Holland (yes)

Al Elliot (yes)

Brian McGowan (yes)

Stephen Shea (yes)

Public Safety Complex Project Update:

- **Discuss EOC HVAC**

Mr. Kelly sent an email over to Mr. Shea stating that the engineers from GDD will be going over to the site on February 18th to look things over and dig in to the EOC situation.

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

None to discuss.

Library Project Update:

- **Discuss Generator Options**

Mr. Annese stated that this is probably getting close to getting the package out to bid. The question being asked by both Mr. Kelly and Mr. Annese is can a gas fire generator be used versus a diesel as this would make the project better.

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

None to discuss.

Old / New Business:

- **Review any open old/new business items**

2021 PBC Meeting Schedule was agreed upon by the board.

Mr. Shea made a motion to approve the 2021 Public Building Commission's schedule as submitted by Recording Secretary; Alicia Anthony, which was seconded by Carl Campagna and voted all in favor (5-0) by roll call vote; UNANIMOUS.

Roll Call Vote:

Carl Campagna (yes)

Stephanie Holland (yes)

Larry Guilmette (yes)

Joe Annese (yes)

Stephen Shea (yes)

Adjournment:

Mr. Shea made a motion to adjourn the meeting at 7:52 which was seconded by Carl Campagna and voted all in favor (5-0) by roll call vote.

Roll Call Vote:

Carl Campagna (yes)

Stephanie Holland (yes)

Larry Guilmette (yes)

Joe Annese (yes)

Stephen Shea (yes)