



**MEETING MINUTES
Public Building Commission
Tuesday July 18, 2017
Board of Selectman Hearing Room
7:00 pm**

Present: Larry Guilmette, Jessi Finnie, Karen Canfield, Shawn Harris, Patricia Vinchesi, Stephanie Holland, Deputy Al Elliot, Deputy Chief Mark Thompson, Stephen Shea, Ed DiSalvio

Not in Attendance: Toni Snee, Chief John Murphy, Carl Campagna, Chief Mike Stewart,

The Meeting was called to order at by 7:04pm by Ed DiSalvio.

Acceptance of Minutes

Move that the Public Building Commission approve the meeting minutes for the June 13, 2017 meeting. Motion by Larry Guilmette Second by Stephen Shea Unanimous Vote (8-0).

New Business:

Public Safety Complex Updates

Steve Haskell was present to update the Commission. Requisition will still be held until the punchlist is complete. There are still civil engineering issues that need to be done as well as mechanical issues. Vertex is requesting a sit down with CTA to discuss their plan to complete Civil and MEP work. Erosion issue in gravel wetlands (sides) needs action ASAP. Need follow up meeting with PBC after meeting with CTA. Stephen Shea asked about MEP issues. Alan Brown said they rebalanced the system and are waiting for reports. Police/Fire reps say they think it's still "too warm."

Steve reviewed the budget. There is still \$287,952 in the construction contingency log.

Review all Pending Change Orders (PCO)

- PCO#76 additional electrical boxes (CCD#19). This proposal is for the T&M electrical work performed as part of CCD#19 for additional electrical boxes in the Lobby and EOC. **Motion to approve additional electrical boxes in the amount of \$657.42 by Stephen Shea second by Larry Guilmette Unanimous vote (7-0)**
- PCO#97 circuit breaker changes. This proposal is for revisions required to the specified circuit breakers for the Vehicle Control Panel (NEDP#10), AC#4 (NEDP#8) and AC#3 (NEDP#7). The specified breaker size was too large and would not provide protection to the equipment because the specified breakers would not trip because the breakers were not properly sized. **Motion to approve circuit breaker changes in the amount of \$1,938.67 by Larry Guilmette second by Stephanie Holland Unanimous vote (7-0)**

- PCO#102 credit painting at exposed mechanicals. This proposal is a credit to leave the conduits in the TOG Room, Mechanical Room, Electrical Room and Emergency Electrical Room in their current state with no further painting required of the exposed conduits, duct-work and appurtenances. **Motion to approve credit for painting in the amount of \$2,425.38 by Stephanie Holland second by Stephen Shea Unanimous vote (7-0)**
- PCO#108 juvenile bed. This proposal is for the T&M costs associated with the extension of the Juvenile Bed per CCD#39. **Motion to approve juvenile bed in the amount of \$3,195.30 by Larry Guilmette second by Stephanie Holland Unanimous vote (7-0)**
- PCO#113 low pressure switch. This proposal is for changing the low pressure switch at the FACP to supervisory for ASI#50. **Motion to approve low pressure switch in the amount of \$985.41 by Stephen Shea second by Larry Guilmette Unanimous vote (7-0)**
- PCO#114 credit key blanks. This proposal is for the credit of the 200 keys blanks that are to be provided per the specifications. Due to the patented security system, the key manufacturer is not able to provide key blanks as specified. **Motion to approve credit key blanks in the amount of \$301.80 by Larry Guilmette second by Stephanie Holland Unanimous vote (7-0)**

Requisition Payment#19 \$88,044.29. Balance to finish, including retainage is \$225,171. Motion to approve application for payment#19 to CTA Construction in the amount of \$88,044.29 by Larry Guilmette second by Stephanie Holland Unanimous vote (7-0).

Steve then presented the OPM Invoicing Summary. Nancy Holt has requested change orders to the contract. The original OPM budget was \$427,005.00. There is \$57,357.16 additional budget required from Soft Cost Contingency. Ed DiSalvio asked if Vertex brought it to the Town's attention that they would be going over the contracted amount. Patricia Vinchesi was not aware that the Town was in danger of going over the contracted amount. Steve Haskell would bring it to Jon Lemieux's attention that the PBC is requesting this information.

Motion to make an amendment to Vertex contract in the amount of \$88,390.88 by Patricia Vinchesi second by Stephanie Holland Unanimous vote (7-0)

Patricia asked about HVAC. It is an ongoing issue. There will be a meeting next Friday. Shawn Harris asked about warranty. It will be resolved without worry.

Library Project Updates & Review

There are three invoices that are outstanding from the architect (March, April, May). Nancy Holt has reviewed budgets/invoices. If PBC allows architect to use reimbursable expenses on billed invoices there would still be \$2,197.98 remaining. **Motion to allow Oudens Ello to use reimbursable expenses to pay for March, April and May invoices which would leave \$2,197.98 in the direct expense account by Ed DiSalvio second by Karen Canfield Unanimous vote (7-0).**

Karen Canfield spoke on the ribbon cutting. It went very well with a great attendance.

Joe Sullivan reviewed the contingency log. The contingency balance is \$27,718.94 as of 7/17/17. Joe reviewed where he held money as a pending item.

Joe requested a motion for Briggs Engineering to not exceed \$30,000 for testing for concrete, steel, inspections. It was always budgeted but was an amendment to the contract. **Motion to not to exceed \$30,000 for Briggs Engineering for inspections, concrete, steel by Patricia Vinchesi second by Ed DiSalvio Unanimous vote (7-0)**

The punch list is down to \$20,300 as of 7/13/17.

Review all Pending Change Orders (PCO)

None

Requisition Payment#22 in the amount of \$509,931.13. **Motion to accept application of payment in the amount of \$509,931.13 by Jessi Finnie second by Larry Guilmette Unanimous vote (6-0)**

Karen Canfield commented on the parking lot lighting. She thinks we need to keep it on the radar because it is a real issue to the abutter. Joe has put money aside for this issue. It has been recommended to let the Library settle, adjust and let foliage/plantings settle. It will be monitored once the overall project has been completed.

Jessi Finnie mentioned one issue. The front entry is very slick. Noel (Oudon Ello architect) said there was always a plan for an acid layer and then a grit sealer which wasn't done. He just found out today. They will come back and do it. AV System will be installed the week of August 25. June circulation is up 32% in children's section which was only 17 days this year. Also increases in other sections as well. 500-600 visitors a day. Joe said white lines in parking lot will be repainted.

Senior Center Feasibility Study Updates

Other:

Next meeting, will be Tuesday August 15, 2017.

Adjournment

There being no other business a motion was made by Ed DiSalvio to adjourn at 8:26pm, second by Karen Canfield Unanimous vote (5-0)

Respectfully Submitted,
Kelli Rodgers
Recorder

List of Documents for July 18, 2017 Public Building Commission's Meeting

- Agenda
- 6/13/17 Meeting Minutes
- Scituate Town Library- Contingency Log and Pending PCO's
- Vertex Construction Update/Action Items Booklet