



**MEETING MINUTES**  
**Public Building Commission**  
**Tuesday March 28, 2017**  
**Scituate Council on Aging**  
**27 Brook St. Scituate, MA 02066**  
**7:00 pm**

**Present:** Larry Guilmette, Carl Campagna, Jessi Finnie, Karen Canfield, Patricia Vinchesi, Stephanie Holland, Deputy Al Elliot, Stephen Shea, Chief Mike Stewart,

**Not in Attendance:** Toni Snee, Chief John Murphy, Ed DiSalvio, Deputy Chief Mark Thompson, Shawn Harris,

The Meeting was called to order at by 7:01pm by Carl Campagna.

**Acceptance of Minutes**

**Move that the Public Building Commission approve the meeting minutes for the February 28, 2017 meeting. Motion by Carl Campagna Second by Larry Guilmette Unanimous Vote (5-0).**

**New Business:**

**Public Safety Complex Updates**

Steve Haskell and Alan Brown were present to update the Commission. Steve presented photos of the site. The Police and Fire Depts have successfully moved into the building and the furniture has been installed. As of Monday, March 20, 2017, the building is open to the public for business. CTA has moved offsite but is still working on coordinating the completion of Architectural, MEP, and site punchlist items. WSP, the MEP Commissioning Agent, is working with all of the disciplines to complete the commissioning of the building systems. The Architect will be onsite next week to complete the backpunch of the interior architectural items. Furniture punchlist items will be addressed in the next few weeks. Exterior building and site punchlist items will be addressed as soon as the warmer weather arrives. VERTEX continues to be onsite full-time as the building is being occupied to track new issues and to observe outstanding time and materials work.

**VERTEX Warranty/punchlist items:**

- Interior: Changes per DPH visit, shower modifications, provide correct length projection screen, make door hardware revisions per CCD, extend bench in juvenile per CCD
- Electrical/Security/Lighting Controls: replace faulty card reader, resolve hum on FD PA, resolve UPS/generator concerns, provide lighting programming training, resolve light sensor issues in Dispatch hallway and review lighting controls exterior programming
- MEP/Air Balancing and Controls and Commissioning: resolve temperature and air flow issues throughout building, replace all filters, and provide HVAC controls training

- Furniture: replacement chairs, electrify desks in EOC and Briefing, replaced scratched desks, replace scratched podium in EOC, caps for chair arms, add in Sergeants, review high density filing in Records room
- Site- grading and seeding

Steve reviewed the budget. They are still awaiting the final value for watering. \$244,296 has been approved in the contingency budget. There is a total of \$2,570.25 in proposed add-on's (furniture) in Sergeant Room 136. Chief Stewart said that furniture/storage for "high density storage" area that was ordered/delivered will not work and they are looking into getting a credit to change to filing cabinets.

The Commissioning Agent has created an action list. As of today, 52% of the items are closed. 37% are open. 11% are ready to retest.

WSP- additional services request. Given the amount of open issues from the issues log, they need their contract extended to cover the extra Cx effort to close ALL open items. Time and material not-to-exceed \$15,000

**CTA requisition application of payment #16 in the amount of \$526,993.81. Dore & Whittier is recommending holding \$20,000 due to HVAC and Commissioning not being completed. Motion to accept the application of payment to CTA in the amount of \$506,993.81 by Stephanie Holland second by Larry Guilmette Unanimous vote (6-0)**

#### **Review all Pending Change Orders (PCO)**

- PCO#092 \$610.79 This proposal is for the installation of a hand shower in the Decon 107 shower stall as requested in Proposal Request #59 **Motion to accept decon hand shower in the amount of \$610.79 by Stephanie Holland second by Larry Guilmette Unanimous vote (6-0)**
- PCO#093 \$1,110.24. This proposal is for the caulking of the additional fixtures in the Detention area requested by the Dept. of Public Health per PR #62. The pricing for this proposal includes work being performed during normal working hours. Should off-hour work be required, this proposal will need to be repriced. **Motion to approve detention caulking in the amount of \$1,110.24 by Patricia Vinchesi second by Larry Guilmette Unanimous vote (6-0)**
- PCO#095 \$811.12. This proposal is to furnish electronic hardware required to convert the standard panic bar at Door 109D to electrified to correspond with the security hardware and card reader at this opening per PR#61. **Motion to accept door 109D hardware revision in the amount of \$811.12 by Patricia Vinchesi second by Stephanie Holland Unanimous vote (6-0)**
- PCO#098 credit \$1,515.60. Wire Mesh Partitions, Specification 102213, Part 2.09B specifies for the wire mesh partitions to receive a powder coated finish. The installed partitions were provided with a galvanized finish. This proposal is for the removal of the specified powder coat finish from the scope, leaving the galvanized finish as the final

product. **Motion to accept credit in the amount of \$1,515.60 for wire mesh partition finish by Larry Guilmette second by Carl Campagna Unanimous vote (6-0)**

- Sergeants Room 136 \$2,570.25 **Motion to accept adding to Sergeants Room desktop and shelving/tackboard in the amount of \$2,570.25 by Patricia Vinchesi second by Larry Guilmette Unanimous vote (6-0)**
- Center drawers \$1,651.20 **Motion to accept adding center drawers in the amount of \$1,651.20 by Stephen Shea second by Larry Guilmette Unanimous vote (6-0)**
- Chair mats \$1,659.84 **Motion to accept adding chair mats in the amount of \$1,659.84 by Carl Campagna second by Stephanie Holland Unanimous vote (6-0)**

*Next time the Commission will meet for the Public Safety Complex will be Tuesday April 25, 2017 in the PSC training room.*

### **Library Project Updates & Review**

Joe Sullivan was present to update the Commission. Carpet has been installed. Shelving is being worked on, already 30% complete. The exposed concrete floor is ready for sealant to be done. All of the glass around stairwell has been installed. Wood panels are being installed on walls. They are still waiting on the millwork for the circulation desk. Substantial completion is still aiming at April 10. Landscaping will begin on April 14. Paving should be completed the week of the 17<sup>th</sup>. The wood ceiling is now completed.

Jessi said they had heard from APCO and are concerned about glass installation so they can install their signs. Joe said it should be fine because the last pieces of glass are about to arrive. Joe told Jessi any time next week they can install.

Joe said there is a \$55,000 savings on the furniture. Some will be used for the movers and some will be used for the Program Room Floor. Another \$30,000 was moved from the Board of Selectman on 3/21/2017. The Contingency Total is \$127,989.79. If PCO's, Communication Wiring, IT Data drops and equipment and Columbia Gas charge are all approved/carried then \$11,195.53 remains.

Joe said rebate money will be coming for electrical/gas.

There was discussion on planting trees/installing a bench in honor of a young man that recently passed away. Patricia said she does not think this needs to be approved by the Board of Selectman but the Board should be presented with the gift.

There are three quotes for movers. Jessi said the first step is moving the storage collection. Then the movers will move the temporary library. Meyer quoted \$39,678.25. Wakefield quoted \$34,092.27. Sterling quoted \$25,353 (but there are added costs such as cleaning books). Sterling moved the library at the beginning of this.

- Castagna requisition#19 (February) \$380,144.74 **Motion to approve requisition application #19 in the amount of \$380,144.74 by Karen Canfield second by Larry Guilmette Unanimous vote (6-0)**
- Castagna requisition #20 (March) \$406,787 **Motion to approve requisition application #20 in the amount of \$406,787 not to be released until Daedalus receives a letter from general contractor acknowledging conditions by Karen Canfield second by Larry Guilmette Unanimous vote (6-0)**

**Review all Pending Change Orders (PCO)**

None

**Other:**

**Adjournment**

There being no other business a motion was made by Carl Campagna to adjourn at 8:45pm, second by Karen Canfield Unanimous vote (6-0)

Respectfully Submitted,  
Kelli Rodgers  
Recorder

**List of Documents for March 28, 2017 Public Building Commission's Meeting**

- Agenda
- 2/28/17 Meeting Minutes
- Vertex Construction Update/Action Items Booklet
- Scituate Town Library- Contingency Log and Pending PCO's