

Dedham ECEC – SBRC Meeting – June 4th, 2019

In Attendance: Dave Roberts, John Tocci, Steve Bilafer, Ron Hathaway, Mayanne Briggs, Brendan Keogh

Absent: Mary Ellen McDonough

Also Present:

From CMS – Kevin Griffin and Paul Griffin; From KBA/RDA –Mike Williams; From Town of Dedham – Superintendent Mike Welch, Assistant Superintendent Sam Rippin; From HV Collins – David Martel.

The meeting was called to order at 7:15 PM.

Dave Roberts asked for public comment and seeing none moved on to the approval of Invoices and review of meeting minutes. John Tocci made a motion to approve the Meeting Minutes from the April 22nd, 2019 - seconded by Steve Bilafer. Passed 5-0. Dave Roberts abstaining.

Dave Roberts asked Kevin Griffin to give a budget update. Kevin Griffin replied that not much has changed from the last budget update and that there is a current contingency balance of approximately \$1.286 million. The latest larger PCO's include the main entrance canopy rain run off and Roof Fall protection. Ron Hathaway asked where these costs were in the budget. Mayanne Briggs asked if the new FF&E equipment was in this budget and Kevin replied no. Steve Bilafer asked if this would finish off the FF&E items and Kevin said no there is a request to install a "cushioned" floor in the OT/PT spaces that will be discussed. Mike Williams added that he is looking into a new product for the floors because the mats we bought are not working. Mayanne Briggs asked if the new floor would be removable? Mike Williams replied yes. Dave Roberts asked if there is a ballpark cost for this floor. Kevin Griffin said a conservative estimate would be \$20,000.00. Ron Hathaway asked if this is a want or a need? Kevin Griffin said he did not know. Ron Hathaway asked at what point does this committee stop the additional purchases for the FF&E on this project. Dave Roberts concurred that at some point we need to just supply what is needed for the building and that's it. Kevin Griffin commented that a child got hurt on the new playground running into a sign. Mayanne Briggs asked if the interior therapy swings are removable? Mike Williams replied the interior therapy swings can be removed but the supports above the ceiling are not movable. Kevin Griffin replied that there are 6 of them throughout the building. Mayanne asked if any were in the gym? Mike Williams replied no. Mike Welch commented that the mats that were purchased are not working for that space because they are slipping around on the floors and the kids are falling while working on them. The mats that we have can be used somewhere else but are not suitable for areas outside of the direct therapy swing areas. Ron Hathaway asked if there would be any other FF&E adds after this? Mike Welch replied that he did not think so.

Dave Roberts asked for a punch list update. Dave Martel replied that the interior punch list is almost done, we need to do an exterior and landscaping punch list. We will wrap everything up in the first couple of weeks of the summer break. Mike Williams added that once they are done with the exterior work, we will conduct a punch list.

Dave Roberts asked for a speed sign update. Kevin Griffin replied that we are still waiting on Eversource and that the sign itself will be going back up any day. Mike Williams commented that they can't do the speed studies until 6 months after the sign is up and running. Dave Roberts commented that when the Planning Board Meeting is scheduled to finalize the project that he would like to know about the meeting. Ron Hathaway asked what the procedure is for starting the clock on the speed studies? Mike Williams replied he would email Jason Mammone.

Dave Roberts asked for a window update. Kevin Griffin replied that we have had lots of emails and letters going back and forth with the window company over who's testing the windows. However, we don't seem to be gaining any traction with our discussions. We would recommend retesting the windows on our own to get this behind us and the cost will be minimal. Dave Roberts added that Kevin has been working with David Doneski on this and will advise on what their recommendation is.

Dave Roberts asked for an update on the acoustical caulking claim. Kevin Griffin replied that KP Law has been involved with this from the beginning and we would recommend that the town just split the cost of the claim three ways with all parties. So, the town's exposure should be 25-30 thousand dollars. The problem with this claim is we believe it's owned, but the town would incur lots of legal expenses if they fought it and we think that the cleanest and most economical way out of this is to settle.

Dave Roberts asked what is upcoming for the summer. Kevin Griffin replied that the (6) door relocations and the paver work should happen right away to avoid disruptions to the summer school. Commissioning will commence on July 15th. The rest of all the punch list work should all be done before August 1.

Dave Roberts asked if we heard anything back from Mr. Hunter. Kevin Griffin replied no we have not.

Dave Roberts asked to review change orders and PCO's. Mike Williams presented CO #12 in the amount of \$49,624.85. Mayanne Briggs asked why there was a change for speaker strobes? Kevin Griffin replied that they wanted to take out the audible portion of the strobe because they have had issues with children and the loud noises. Mayanne also asked about the fence damage? Mike Williams replied that the plowing contractor hit it a few times during the snow removal. Mayanne asked what the added motion sensors were for? Mike Williams replied the commissioning agent picked up on some missed motions and contacted us, we felt he was right and got a proposal to do so. John Tocci asked what the added bathroom lights were for? Kevin Griffin replied that this was a CCD approved earlier on for added lights in the bathrooms. Mike Williams reviewed the other PCO's for added data drops and added marker boards that were requests of the school after they started using this space that they needed to redo a few things. Mike also added the condiment cart was something requested by the cafeteria staff. Kevin Griffin commented that it is probable that additional CO's will be presented at most subsequent meetings. Mike Williams discussed PCO 102 the added downspouts and gutters at the front canopy. This is to help eliminate the freeze thaw issues at the entrance walking surface that the school is experiencing. A motion was made by Steve Bilafer and seconded by Brendan Keogh passed 6-0 to proceed with this work not to exceed CCD for \$40,000. Mike discussed PCO 110 added roof fall protection. The cost is \$31,692.00 for this work and CMS said they would get another price to do this work. The committee agreed that they would like another price. Mayanne asked if any of this would be visible from the road? Mike Williams replied no it should not be. Kevin Griffin asked if a motion would be made to approve CO #12? A motion was made to approve CO #12 in the amount of \$49,624.85 by Steve Bilafer and seconded by John Tocci. Vote passed 6-0.

Dave Roberts asked for Kevin Griffin to give an update on the cost for Owner added costs, design issue costs, and other costs. Kevin Griffin replied that the costs are \$120K owner, \$308K A/E and Other 602K. KBA's percentage of CO's is 1.6% on the over all budget. The industry standard is around 3%.

Dave Roberts asked for closeout process and procedures. Kevin Griffin replied that they need to complete all the punch list, commissioning, 10-month commissioning review and LEED requirements as well as pay out all of the invoices on the project. We will submit a closeout packet with KBA to begin that process. The LEED review will take at least 6 months from submission. Paul Griffin explained the MSBA reimbursement procedures and the 1% CO reimbursement process and that we have now gone over the limit.

Motion to adjourn made by John Tocci and seconded by Mayanne Briggs.

Next meeting July 8th, 2019.

The meeting was adjourned 8:50 PM