

Meeting Minutes

Marshfield Council on Aging

Senior Center Expansion Building Committee (BC)

Meeting Wednesday, August 25, 2021, 1:00 PM at The Senior Center

ATTENDANCE: Carol Hamilton, COA Director; Bill Scott, Co-Chair; Sheila Gagnon, Co-Chair; Curtis Edgin – Caolo & Bieniek Architects; Mike Maresco, Town Administrator (attending by Zoom); Dan Pallotta, P-3/OPM (attending by Zoom); Fred Russell, Facilities Manager; Tony Bullock, Asst. Facilities Manager, and Matt Currie, BC At-large member

ABSENT: Rudy Hall – Caolo & Bieniek Architects; Patrick Dello Russo, Town Treasurer; Peg Davis, Capital Project Building Committee Liaison

CALL TO ORDER: Bill Scott called the meeting to order at 1:02 PM

CHANGE ORDER REVIEW (Moved ahead to include Mr. Maresco who has a meeting conflict):

D. Pallotta presentation: PCO #12R Paving - Back in May it became obvious that the growing number of paving patches needed would be better addressed by a more comprehensive site paving project. The contractors cost estimate at the time was \$50,018 but had an escalator that tied it national asphalt prices which were increasing. Now that is appropriate to do the paving in September 21-23 the contractor as agreed has submitted a new estimate of \$62,640.35. This is a savings of \$6000 less than the escalated asphalt price could have been. Mike motioned and Sheila seconded approval of PTO 12R sitework, excavation, and paving in the amount of \$62,640.35 and this was approved unanimously.

PCO # 19 Public Address System - Expansion of the new building PA to include the entire original building. Note: the Architect had designed the PA system to accommodate this expansion to the entire facility. Mike moved and Fred seconded approval which was unanimously approved in the amount of \$8409.67.

PCO #21 Revision and enlargement of the existing dumpster enclosure in the kitchen area which involves a new concrete pad and changes to paving, curbing and fencing. Dan is looking for approval in the amount of \$21,932.22 but will attempt to get the price lowered by another \$1000. Matt moves, Sheila seconds, and approval is unanimous (except Mike Maresco who had to leave for another appt.) for an amount of up to \$21,932.22.

PROGRESS UPDATE: Dan Pallotta – Project scope changes total \$384,362.98, the large part of which is lighting and roofing (Ed. Note: these are changes that have been reviewed and approved at past Building Committee meetings).

Value engineering changes (finding a way to build a better mousetrap) have saved \$7401. There have been costs for \$5290 *bona fide* unknowns, that's 1/10th of a percent which is really good for an addition to an existing building on top of an existing septic system.

And then we have architectural clarification or misses of \$16,669.48. or less than 1/2 percent. This is better than the 2% you'd expect to normally get for clarifications and misses on a project.

Project Budget Review: Dan – The total amount of the construction contract to date is \$5,242,688.09. That includes change orders one through four which includes PCOS 1,2,3,4,5,6,7,8,9,10,13,14,15,16,11,17 and 18. It does not include the PCOs approved today.

Contingency: Carol has a budget of \$150,000 for furniture. We have a utility mitigation fee that doesn't look like we're going to use, which will be taken out. There's another \$25,000 for telephone expansion and computer expansion that I don't have any bills for yet but expect them from the Town's IT Dept. We have \$40,000 in there for construction testing that's ongoing and we'll give you a tally on that as we get closer to the end of the job. Also there's \$30,000 to add to add as our share of the freeway commissioning program that Fred Russell has put together.

When you look at all of these, even though some of it won't be expended, we won't need more than \$1,122,104 in contingency as of today. Somewhere around \$1,000,000 in contingency should be sufficient.

REMAINING WORK: There are some big changes coming which will get us below the \$1M. Although not through this construction contract, we are putting together an RFP to paint the yellow side of the building to match the grey. We have requested that the carpet in the existing building match the new carpet. We will get a price on that which will be in the range of \$25,000. We need to vet those things out including painting of the existing corridors, so there will be some more changes coming your way in a few weeks related to try and match the old building to the new building. This will probably be the last group of changes to this project. We appreciate the faith the Building Committee has had in the construction team and the work that the COA and town staff and volunteers have put in, meeting weekly to answer questions and keep close control on the project and the budget. As a result, there is, unusually, no bad news to report at this time. Things are all going well.

Point of Order: Bill asks if Dan can send hard copies of the budget displays reviewed at this meeting and Dan says he will send them along when he gets back to his office tonight.

PROJECT COMPLETION AND TURNOVER:

Dan: I know you're going to walk through the building now and I think you're going to be awed at the progress. There is color going on the second floor right now cafe soffits are being installed. This space is going to look like a cafe and have the feel that it's a different space than the rest of the building.

We're targeting around November 1st to turn building over to the town. Bill asks Dan when will the outside firm that's going to be testing the building and systems start their work. Dan says believe it or not that will probably extend into and after building occupancy but will probably begin their first few passes when we tell them we are ready for testing, which I suspect to be about 3-4 weeks. This work will be coordinated that with Fred Russell because the town has a contract with the Colliers Company to do Building Commissioning. Our team will work with Colliers to generate a list of deficiencies (probably about 20 deficiencies) and we will correct them one by one until they're done.

The new generator is pretty close to being online and the gas service has been connected. The electric service should be connected by the end of this week, so hopefully next week we will have a full operating generator.

Bill: Do you have any rough assessments to when the full building committee should meet again? Dan: Probably two to three weeks. We're going to need to deal with the carpet hallway issue. Also, we're going to probably need to award the painting of the exterior of the building. This will be a separate contract because I think the cost will push the total of changes over 10% of the contract amount. The Inspector General doesn't like it when you have changes over 10%, even if they are driven by the owner. We will stand ready for a meeting in a couple of weeks. Also recommended that we tour the building again at that time as the changes will be coming quickly and the appearance will change drastically every time we walk into the building.

ARCHITECT UPDATE: Curtis looking at patio steps needing resetting due to a patron tripping at existing building entrance. Question of concrete vs. upgrade to granite. Carol and Peter still evaluating with Curtis.

ACCEPTANCE OF MEETING MINUTES: Minutes of 5/27/21 Sheila makes the motion and Fred seconds. Acceptance Voted Unanimously

ADJOURNMENT: Bill Scott declared the meeting adjourned by 1:26 PM. Sheila moved and Tony seconded and motion passes.

VOTE CHART FOLLOWS:

Vote Chart 8/25/2021							
Building Committee Meeting August 25, 2021	Member/ Guest	Attend	PCO 12R	PCO 19	PCO 21	Accept Minutes	Adjourn
Tony Bullock - Facilities	M	Y	Y	Y	Y	Y	Y
Matt Currie	M	Y	Y	Y	Y	Y	Y
Peg Davis	M	N	-	-	-	-	-
Patrick Dello Russo - Treasurer	M	N	-	-	-	-	-
Curtis Edgin - Architect	G	Y	Y	Y	Y	Y	Y
Sheila Gagnon - Co-Chair	M	Y	Y	Y	Y	Y	Y
Rudy Hall	G	N	-	-	-	-	-
Carol Hamilton COA-Director	M	Y	Y	Y	Y	Y	Y
Michael Maresco - Town Admin	M	R	Y	Y	Y	-	-
Dan Pallotta - OPM	G	R	Y	Y	Y	Y	Y
Fred Russell - Facilities Mgr	M	N	Y	Y	Y	Y	Y
Bill Scott - Co-Chair	M	Y	Y	Y	Y	Y	Y
Y Yes							
N No							
R Remote Attendee							
		-					

Respectfully Submitted by Matt Currie