

Approved May 18, 2020

Mendon Police Station Building Committee Meeting  
Mendon, MA 01756  
Wednesday, May 13, 2020  
6:00 p.m.  
Virtual Meeting Microsoft Teams  
Or Phone: 1-347-467-1434 PIN 353 204 927#

I. Call to Order

The meeting was called to order at 6:04 pm by Joe Cronin.

Don informed the attendees that Microsoft Teams was being used for the first time by this committee as it's been made available by the Town for all Town meetings. He also alerted the group that the meeting was being recorded. Select Board member Lawney Tinio assisted with getting the Microsoft Teams recording started.

Joe and Don explained the ground rules for the meeting as it was being conducted remotely, consistent with Governor Baker's Executive Order of March 12, 2020 due to the current State of Emergency in the Commonwealth as a result of the outbreak of the "COVID-19 Virus."

Joe took roll call to identify the members present.

Building Committee Members Present:

Joe Cronin, Police Chief Dave Kurczy, Don Morin, JP Parnas, Eric Peterson, Moritz Schmid and Linda Thompson

Others Present:

Mary Bulso, Owner's Project Manager, Central Mass Projects  
Peter Gaudreau, Construction Administrator, Kaestle Boos Associates

II. Approval of Meeting Minutes – May 6, 2020

MOTION: A motion was made by Don Morin, seconded by Eric Peterson to accept the meeting minutes from May 6, 2020.

DISCUSSION: Don explained that Mary suggested that one sentence in the OPM update be reworded from "The contractor didn't ask for additional information to proceed when they discovered their elevations were off when laying the curbing" to "The contractor installed the granite per the drawings. After the granite was installed the concrete sub made Tower aware the slopes did not comply with the 2% max slope for ADA compliance." Don revised his motion to accept the minutes as amended and Eric Peterson seconded it.

VOTED: Approved on a unanimous vote via roll call with JP abstaining as he was not present at the last meeting

### III. Review Open Action Items on Decisions and Actions Log

- Status of Rings for Historical Commission – Don informed the Committee that he attended the Mendon Historical Commission meeting on May 7<sup>th</sup> to discuss the cement block with rings that was outside the threshold on the side entrance of the former fire station. The Commission requested that the cement block and rings be retained in that location but Don informed that that this isn't possible with the newly poured concrete walkway and the ADA requirements. As a result the Commission requested that we hold the cement block and rings in storage and they will work with the Committee to identify a location to place the block in the future, perhaps in a grassy area out front. They also would like to put together a story board to go along with the cement block. Eric Peterson picked up the cement block on Tuesday, May 12 and is storing it at his shop. Don also mentioned that the Historical Commission asked about a thermometer that was at the former fire station and restored by Mendon resident Dick Skinner. Don explained that Chief Kurczy has the restored thermometer in his possession and will install it outside the new station once the project is done.
- Extension of Builder's Risk Insurance – Don explained that the Builder's Risk insurance on the project expires on May 20<sup>th</sup> and that he has been in contact with the Town's insurance agent and has a quote to extend it by three to six months. The insurance agent needs to know how many months to extend it by, knowing that any overpayment will be refunded to the Town. The Committee felt that four months would be sufficient. Don also stated that the insurance agent wanted to know when the sprinkler system would be operational. Pete explained that it has already been tested but that the water to the building has been shut off while the building is vacant. Moritz asked if the building alarm system was connected yet as he recommends being cautious about turning on the fire suppression system without anyone in the building and no emergency alarms in place. Mary and Pete explained that the building alarm system is not yet completed. Mary did add that the general contractor is checking on the interior of the building from time to time.
- Furniture Options –The Committee will revisit this later in the project.
- Salvage LED lighting from existing police station prior to demo – The Committee will pursue this when the current station is to be demolished.

### IV. OPM Update

- Mary informed the Committee that site work continues. The stone wall out front has been installed, granite curbing continues, and some of the sidewalks have been poured. The concerns with the grades of the sidewalks between the side entrance to the former fire station down toward the current police station have been confirmed to ensure that they meet the ADA slope requirements. The GC hopes to start paving the lot late next week. Exterior painting should be completed on May 14 and the roofer has completed all his work; all boots are in.
- JP asked if the stone wall was complete as it looks like a pile of rocks with large holes. Mary explained that Dave McKinley approved the wall and that the rocks

were reused from the ones obtained between the Town Hall campus and the abutter. The intent was to make the wall look like an extension of the stone wall in front of the abutter's property. JP also asked if there were any plans to extend the granite curbing toward the Town Hall. Mary said that Anne Mazar and Dan Byer are working to secure a grant to support an entire Town Hall campus project once the new police station is finished. Don added that the Town has some funds for the Town Hall campus project that Town Administrator Kim Newman will drive. Any funds left from this project that get turned back into the Town to support alternates #2 and #3 (demo existing police station and complete paving of parking lot) will be used along with existing funds to complete the Town Hall campus project work. Mary asked Pete if he would ask Dave McKinley to check on the stone wall. Pete agreed that it should look nice as it's out front and visible to the street. Joe added that specification number L6.02 shows a detailed photograph of what the rock wall should look like.

**ACTION:** Ask Dave McKinley to confirm that the stone wall installed out front meets the specifications. – Pete G.

- Mary explained that she shared the soil testing summary with KBA along with their associated costs and KBA shared them with Tower. Tower feels that it is too late to bring this up now. The Town was originally told by KBA that the Owner was responsible for these costs and only changed their opinion recently when they were asked to read the specifications more closely. Pete explained that Tower has asked for more detailed information from KBA on the testing costs. He added that he had spoken with Patrick Fitzgerald of Tower Construction and they may be willing to reduce the granite curb costs if KBA was willing to throw out the soils testing request along with it. KBA will work with Tower to resolve the soils testing and curb installation issues together.
- With regard to the boulders encountered during the parking area work, Mary stated that there may be a couple that meet the two cubic yard minimal requirement to charge extra for their removal. Mary said she will find a time to meet with the site contractor to measure them together. The boulders are currently being stored at the back of the site.

## V. Architect Update

- Pete informed the Committee that RFI #105 with regard to the water pressure in the building is still open as the contractor has not been allowed in the building to investigate the problem. JP asked what was in place to support the water pressure and Pete stated that a pressure tank is installed that needs to be checked.
- With regards to COP No. 59 Site Grading (granite curbing), this item was already discussed earlier in the agenda and is being worked with the general contractor.
- Pete stated that he has reached out to the GC to ask if a sleeve for the headstone low voltage lighting was installed but he has not yet received a response.
- Change Order # 13 still has one item for COP # 57 for \$2000 to remove the unforeseen foundation when doing site work. Pete will wait to add the boulders

and potentially the curbing items to this change order before bringing it to the Committee for approval.

- Pete presented Request for Payment # 15 from Tower for \$135,340.22. KBA is still waiting for information on stored materials for some flooring as well as the critical path schedule from Tower. The Committee can either wait for these items or approve the request pending receipt of these materials. Chairman Cronin asked for a motion to approve the request pending receipt of the missing materials.

MOTION: A motion was made by Don Morin, seconded by Eric Peterson to approve payment to Tower Construction in the amount of \$135,340.22 with \$96,440.59 coming from the capital expenditure account, \$38,799.63 from the CPA account and \$100 from the Police Station Donation account (check from Representative Murray) pending receipt of proof of store materials for flooring and an updated schedule from Tower.

DISCUSSION: JP asked why there were charges for work done inside the building (flooring work and other items) while the building has been closed in the month of April. Mary and Pete stated that these were legitimate items and that they were completed earlier but not yet billed until now.

VOTED: Approved on a unanimous vote via roll call

Before moving to the next agenda topic Don asked Pete if he would confirm the sequence of events for the granite curbing. Don read the sequence of events as follows:

April 28, 2019 – Tower Change Order Proposal # 059 from KBA to Town

- \$9693.53 or \$7448.08 cost to remove and reinstall granite curbing
- Difference is if granite needs to be replaced

April 29, 2020 – Tower Change Order Proposal # 059 Rev 1 from KBA to Town

- Reduced to \$9036.65 and \$7247.12
- Reduction was due to some granite not being installed properly

April 29, 2020 – Mendon Police Station Building Committee meeting

- KBA presents COP # 059 Rev 1 and explains the issue
- Action assigned for Mary, Dave M, Eric P. and Patrick (Tower) to meet on 4/30 to measure the elevations and align on what parts of the granite were not installed properly. Pete G. also mentioned potential veining in the curbing that is not allowed.
- Belief is that the proposal amount can possibly be reduced. KBA will work on this and present back to the Building Committee on May 6th.

April 30, 2020 – Sub Contractor removes granite curbing first thing in the morning, in the rain, then leaves for the day.

- Team is unable to measure the elevations to determine what portion of granite was installed improperly

May 6, 2020 – Mendon Police Station Building Committee meeting

- KBA presents RCOP # 059 Rev 1 rejecting the proposal due to lack of coordination by GC

May 7, 2020 – KBA issues RCOP # 059 and CCD # 004 to proceed with work with extra time with money to be worked out in the future

May 8, 2020 – Tower sends written response to KBA (cc's Town and OPM) to CCD #004

Unfortunately Pete was no longer on the call so he was not able to confirm the accuracy of this sequence of events. Don said he would send the summary to him and ask him to confirm the summary.

**ACTION:** Send sequence of events for the granite curbing to Pete G. to confirm their accuracy. – Don

Mary mentioned that there have been times when a correspondence has been sent between the architect and owner where she has not always been copied. She has reminded KBA to include her on all correspondence that gets sent in the future.

Moritz added that while it says in the specification that coordination is the responsibility of the contractor, he believes that is when the contractor identifies an issue that already exists. He is not in agreement that it's the general contractor who is responsible for the issue with the granite curbing. Joe stated that he agrees with Moritz' assessment, and that he had also spoken with Mike Ammendolia about this and he also agreed. Joe added that KBA stated that they are working with Tower to resolve this issue and will couple it with the soils testing cost ownership concern to get it resolved. Eric asked how much curbing needed to be removed and reinstalled. Don looked at the backup documentation in COP # 059 and it appears to him that about 43 feet needed to be reworked. Mary added that luckily none of the curbing was damaged during removal. One piece may need to be touched up. The Committee needs to wait for KBA's direction on this issue.

## VI. Invoice Approvals, Chair/OPM Spending Approvals

Linda stated that an invoice was received from Kaestle Boos Associates dated April 30, 2020 for \$6000 for closeout work with 50% coming from the CPA account and 50% from the capital expenditure account.

**MOTION:** A motion was made by Don Morin, seconded by Eric Peterson to approve payment to KBA for \$6000 for closeout work with 50% coming from the CPA account and 50% from the capital expenditure account.

**DISCUSSION:** Don explained that, while we aren't in the closeout phase yet, KBA does not want to increase the contract cost at this time so they are spreading the closeout costs over three months instead of two. Don stated that he thanked Mike McKeon of KBA for not increasing the cost of their contract.

**VOTED:** Approved on a unanimous vote via roll call

VII. Items Not Reasonably Anticipated 48 Hours Prior to Meeting

Mary stated that Anne Mazar sent an email regarding applying for a grant for solar car ports for the rear of the Town Hall campus, behind the new police station. Don added that this will not be part of this project but will become part of the overall Town Hall campus work described earlier. He stated that he sent approximate dimensions of the rear parking area to Anne and would ask KBA to verify the dimensions.

**ACTION:** Ask KBA to verify the dimensions of the parking area behind the new police station. – Don

Don added that he made an error in the minutes from April 29<sup>th</sup> that the Committee approved on May 6<sup>th</sup> with respect to the cost of COP No. 59. He accidentally had the dollar amounts from the initial COP instead of the revised one.

**MOTION:** A motion was made by Don Morin, seconded by Eric Peterson to amend the minutes from April 29, 2020 changing the dollar amounts for COP No. 59 from \$9693.53 and \$7448.08 to \$9036.65 and \$7247.12 respectively.

**DISCUSSION:** None

**VOTED:** Approved on a unanimous vote via roll call with JP abstaining as he wasn't present when the minutes were first approved at the May 6<sup>th</sup> meeting

VIII. Next Meeting Date, Time and Agenda

Don explained that the Select Board moved their meeting from Thursday, May 14 to Monday, May 18 at 6:30pm in anticipation of understanding what businesses will be allowed to reopen under the Governor's new COVID-19 safety standards. A topic on the Board's agenda is to discuss whether to resume work inside the new police station. Don suggested the Committee meet after the Select Board meeting to take appropriate action should the Select Board decide that it's okay to resume construction work inside the building. The Committee agreed to post a virtual meeting for Monday, May 18, 2020 at 7pm with a full agenda.

IX. Adjournment

**MOTION:** A motion was made by Eric Peterson, seconded by JP Parnas to adjourn the meeting.

**DISCUSSION:** None

**VOTED:** Approved on a unanimous vote

The meeting adjourned at 7:09 p.m.

Minutes by Don Morin