

Approved June 10, 2020

Mendon Police Station Building Committee Meeting

Mendon, MA 01756

Wednesday, May 27, 2020

6:30 p.m.

Virtual Meeting via Google Hangouts: meet.google.com/aku-ucta-irx

Or Phone: 1-315-801-9462 PIN: 204 349 871#

I. Call to Order

The meeting was called to order at 6:33 pm by Joe Cronin.

Don informed the attendees that all materials were shared with the Committee members via email the day prior to the meeting.

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:

Tim Aicardi, Mike Ammendolia, 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 (KBA)

II. Approval of Meeting Minutes – May 18, 2020

MOTION: A motion was made by Don Morin, seconded by JP Parnas to accept the meeting minutes from May 18, 2020.

DISCUSSION: None

VOTED: Approved on a unanimous vote via roll call

III. Review Open Action Items on Decisions and Actions Log

- Update on Builder's Risk Insurance Extension – Don explained that the Town's insurance agent has extended the Builder's Risk Insurance coverage an additional four months from May 20 through September 20. An invoice is expected later in the week.

Actions for later in the project:

- Plans for Rings / Story Board with Historical Commission – The Committee will revisit this later in the project.
- 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 most of the subcontractors are back to work and work is progressing on the inside of the building.
- Two electricians left the site last week when they didn't feel well. They were tested for the COVID-19 virus and the tests were negative. Mary informed Tower that the workers were not allowed back on site without a medical clearance first.
- Tower is targeting a July 1, 2020 substantial completion date for the project but is also trying to pull this date in.
- The detention subcontractor is one that has not been scheduled yet. They come from out of state.
- Mary is working on setting up an E911 meeting to coordinate the dispatch and antenna equipment installation schedule.
- The new generator is set up to support the Town Hall well pump but not the existing police station. The lease on the generator will need to continue as long as the current police station remains active.
- Mary added that the water lines from the well in the Town Hall to the new building were flushed and chlorinated earlier in the day and that a water sample was being submitted for testing. She asked if the MA DEP, Mendon Board of Health or Mendon Water Commissioners need to be informed of this activity since this is a public water supply. Tim suggested that the Building Committee reach out to the Operator of the public water supply to inform them of the activity and to share the water test results. Mary agreed to reach out to Dan Byer and the Water Commissioners to inform them of the activity and to share the water test results.

ACTION: Reach out to Dan Byer and the Water Commissioners to inform them of the status of the public water supply connection to the new Police Station and to share the water test results. – Mary

- Mary informed the Committee that the parking lot paving is planned for Friday, May 29th. An asphalt berm/speed bump is being installed from the Town Hall to the existing police station to properly direct surface water to the nearest storm drain. The berm will be three inches high (Mary stated six inches in the meeting, but this number was corrected by Peter Gaudreau after the meeting.) The lot will be graded on the unpaved side of the berm to provide a smooth transition. Don asked if the berm can be painted to highlight it to motorists. Pete stated that Tower is putting up cones adjacent to the berm. Joe suggested putting some cross

hatched lines on the berm. Mary agreed to ask the contractor if some striping can be painted on the berm to increase its visibility.

ACTION: Ask Tower if some striping can be painted on the berm to increase its visibility to motorists. – Mary

- Mary confirmed that Tower had paid for all the soil testing that failed during the course of the project. This closes an action item she took from the prior meeting.

V. Architect Update

- Pete updated the Committee on RFI #105 with regard to the water pressure in the building. Tower states that their installation is per the specification and that “an observation for the engineer to review is in the Town Hall building, the outlet of the tank is 1". From there it goes through a 1" meter and then reduces to 3/4" line. There is a 1/2" water line going to the library and a 3/4" water line that goes to the existing police station. This 3/4" line is what the new 2" line is connected to which is going to cause a pressure drop going from a smaller pipe to a much larger pipe.” KBA is going to have their consultant check the existing pipe sizes and will need access to the Town Hall to do so. Chief Kurczy offered to assist with access to the Town Hall if needed. Don asked why the designer would use a two inch pipe coming off a ¾ inch pipe. Pete said that’s a question for their consultant to answer.
- Pete confirmed that the sleeve for the low voltage lighting for the headstone has been installed. He suggested that someone put a string in the sleeve for future access. Mary stated that another option could be to access a nearby electric hand hole. She suggested that we invite the donor of the low voltage lighting to the site next Tuesday before the construction meeting to discuss the best option. Don agreed to do this.

ACTION: Contact Bill Alexander and ask him to meet onsite Tuesday, June 2nd before the 12 noon construction meeting to discuss the low voltage lighting for the headstone. – Don

- Pete next shared Preliminary Change Order #13 in the amount of \$10,037.80 broken down as follows:

| <u>COP</u> | <u>Description</u> | <u>Amount</u> |
|-------------|-------------------------------------|---------------|
| ○ COP#057 | RFI#106 Unforeseen Foundation | \$2,000.00 |
| ○ COP#059R2 | RFI#108 Grading, Curbing, Walkway | \$7,065.82 |
| ○ COP#060 | Unforeseen Rock - Front Parking Lot | \$2,142.50 |
| ○ COP#061 | Soil Test to be paid by GC - Credit | (\$954.10) |
| ○ COP#062 | Mechanical Room Ceiling Credit | (\$216.42) |
| TOTAL | | \$10,037.80 |

MOTION: A motion was made by Don Morin, seconded by JP Parnas to accept Change Order #13 in the amount of \$10,037.80.

DISCUSSION: With regard to COP #059, Chief Kurczy asked what the materials costs were and Pete explained that it was for some new concrete and additional fill. All the same granite curbing was able to be reused. Tim mentioned that one piece of granite curbing on the right front looks like it was broken and re-attached. Pete will have Dave McKinley follow up on this and will have it replaced if needed. Tim asked for clarification on the grading issue and Pete stated that the original plans from Guerriere and Halnon were one inch too low near the side door to the former fire station which affected the grade for the walkway. The problem was identified by the contractor who was pouring the concrete. Don reminded the Committee that the original estimate for the granite rework was about \$7450 but was revised down to about \$7250 when Dave McKinley informed Tower that some of the curbing was installed incorrectly. Pete added that it is now about \$7050 using actual time and material slips. When the issue was discovered the Committee wanted to measure the curbing again to determine if any other sections were installed improperly but it was removed very early in the morning, in the rain on the day that the measurements were planned. The Committee was not happy that Tower removed the curbing before it could be re-measured. The site contractor came to the site in the morning, in the rain for the sole purpose of removing the curbing and didn't return to the site for several days afterward due to the inclement weather. Pete explained that while the contract says that the contractor owns coordination of drawings and specifications, later in the contract it clarifies that they don't own errors and omissions. Moritz added that the contractor owns notification of discrepancies in specifications to the architect and coordination and sequencing of new work but in this case the contractor installed the curbing per the specification. The issue was caused by the architect and its consultants, not the general contractor. Mike asked why work continued if an error was identified and Pete explained that once the concrete subcontractor identified the issue the work was stopped. The curbing had already been placed at that point in time. Mary stated that while this might not be the owner's responsibility for private projects it's not the case with public ones. Public projects allow for errors and omissions by the designer and they are to be paid for via contingency funds. Don reminded the Committee that were it not for the ledge issue with the cistern that took up about a third of the entire contingency budget we wouldn't have overspent the contingency. He stated that we've overspent contingency by about 5% to this point and we're now taking money that is supposed to be used for alternates #2 and 3. At this point Joe Cronin called for a roll call vote.

VOTED: Approved on a majority vote: Don – Aye, Tim – Aye, Chief Kurczy – Aye, JP – Aye, Linda – Aye, Eric – Nay, Mike – Nay. Joe Cronin acknowledged that this is a very difficult issue and the Committee is not happy about it. Pete stated that it's similar to the door swing issue that happened several months ago.

NOTE: Moritz Schmid was disconnected from the call during the roll call vote but reconnected before the meeting adjourned. Don informed Moritz of the vote and he said that "although he is not happy with us paying for it (like the rest of the

committee), it is an error on the design team's part so unfortunately we are obligated to pay for it."

VI. Invoice Approvals, Chair/OPM Spending Approvals – None

VII. Items Not Reasonably Anticipated 48 Hours Prior to Meeting

Don reminded Pete that he suggested a while back that since the site is being cleaned every day due to the COVID-19 guidelines there may be less to be done during the final cleanup. Joe stated that the final cleaning is different as it is construction related while the cleaning that is currently taking place is for safety reasons on contact surfaces only.

VIII. Next Meeting Date, Time and Agenda

The Committee agreed to post a virtual meeting for Wednesday, June 10th, 2020 at 6:30pm to review open actions, get a project and schedule update from Mary and an architect update from Pete, and review the budget status and any new invoices. Joe asked if we might be able to have a face-to-face meeting soon and Don reminded him that the Town buildings were still closed.

IX. Adjournment

MOTION: A motion was made by Eric Peterson, seconded by Mike Ammendolia to adjourn the meeting.

DISCUSSION: None

VOTED: Approved on a unanimous vote

The meeting adjourned at 7:35 p.m.

Minutes by Don Morin