

**Wachusett Regional School District (WRSD) Building Committee Meeting
7/28/04**

In Attendance: Catherine Collins, Frank Fiore (URS, Construction Manager), Roger O. Hoit (SHR, Architects), Duncan Leith, Mike McLarney (URS), Maria Millett, Steve Penka (WRSD), Bill Ryder (SHR), Emerson W. Wheeler, III, and Tom Pandiscio (WRSD).

I. The meeting was called to order at 6:05 pm.

II. Public Hearing

No member of the public was present.

III. Approval of Minutes

MOTION: To approve the meeting minutes of June 30, 2004. Motion by Emerson, seconded by Maria. Motion approved unanimously.

IV. Architect Update

Roger reported the GC/TLT requisition for \$1,176,606.82, includes work for Phases 0 & 1, including site preparation, earth work, site utilities, misc metals, carpentry, drywall construction, HVAC engineering drawings, demolition, painting courtyard facility, plumbing demo, and fire protection design, etc, and has been reviewed by SHR and URS. Both SHR and URS recommended approving the requisition. Comments: about \$25,000 is left with regard to the abatement work for Phase 1, much site work is still ongoing, the rubber gym is gone, steel is on the site, excavation was started for the rear foundation, the parking lot paving is scheduled for 8/23 and approximately 201 spaces should be ready for parking for the 9/1 school start. The ramp was eliminated as determined not necessary, resulting in a savings to the project/contingency budget.

MOTION: To approve the requisition for TLT made by Emerson, seconded by Maria. Unanimously approved.

The Flooring sub bid update was provided. CJM was awarded the contract. See Attachment #1 for \$669,500. As to the additional cost, this will be done via a change order. WRSD counsel recommended that the legal matter with CJM be dropped; he will work with the surety to have mutual releases signed. Verbal agreement to sign them already received. Legal fees will then be itemized as requested by the Committee.

A revised site plan is still to be presented to the Committee by SHR.

Attachment #2, Intel matter. Intel was notified that the WRSD cannot use the boiler for the high school project due to a probable negative impact on the reimbursement rate approved by MA Dept of Ed School Building Admin for this project.

Other: discussion on the fill on the property, which is good fill, but requires much testing. Two testing firms have been used to date, Miller and GSI, but GSI will take full responsibility for much of the testing, with follow up by Miller, due to the amount of work and testing that has to be done. No impact on the testing budget allowance.

MOTION: To modify the prior approval of the WRSDBC to have GSI do geotechnical testing, as well as geotechnical observation instead of Miller Engineering. Motion by Emerson, seconded by Maria. Approved unanimously.

The next alternate in the project for consideration is the fuel oil tank. The subcontractor and the GC may agree to hold the alternate; if not, it will be rebid. The GC had said they will hold the price on this alternate for 90 days. The price is \$134,000.

Discussion about gas service. It is understood that NSTAR should probably still put in the line to the street for future possibilities. Roger will check to see if this is in the budget.

MOTION: To request the contractor to consider authorizing alternate 6, if not, then go out to bid for this alternate. Motion made by Emerson, seconded by Maria; unanimously approved.

V. Construction Manager update

Mike McL. reviewed the construction progress handout.

Phase 0 appears to be caught up. Phase 1: TLT is at or just behind schedule, based on discussions and meetings. See the Preliminary Schedule in Mike's report.

Change Order #4 – see attached. The District, URS and SHR reviewed all the items and URS recommends approval of the change order \$140,461.

Frank F. reviewed the work on the drain by the pond, which has started. TLT has begun this work to avoid a wash out situation. The footings have been poured; the parking lot is on an aggressive schedule and will possibly meet the deadline. The buses and when and where they will “run” will be discussed with Tom P. on 7/29.

SHR/Roger presented the change order sheet and SHR recommended the Committee approve Change Order #4, as did URS.

MOTION: To accept Change Order #4, made by Maria, seconded by Emerson, unanimously approved.

The lighting was discussed, with an estimated cost of \$25,953. The lighting is not the parking lot lighting, but the lighting at the concession stand. There needs to be a

rerouting of power and utilities to the football field. After further information is gathered and reviewed, this item will be brought to the Committee.

On behalf of the Superintendent Steve Penka noted that the change orders to date have been due to alternates, movement of the adventure project, and the temporary courtyard. The other item was the triple gate valve, which was an “unknown” prior to the prints.

Thus, the change orders will deal with unknown items, owner added items, and items that were “missed” when the project was finalized in the plans. The minutes and documentation provided by SHR will identify each change order in one of these 3 categories. To date, no items in the change orders are due to “missed” items. SHR is required to and stated that they will provide written documentation on missed items before the fact. Thus, all information will be presented to the District on change orders when the beginning discussions concerning those matters begin.

Refer to the Change Order Log prepared by URS. Change Order #1 totaling \$1,025,000 for alternates 1,2,3 & 4 was approved, Change Order #2 totaling \$27,734 for remove Project Adventure as approved, and Change Order #3 totaling \$20,101 for credits and debits for court yard temporary facility items was approved, bringing the total accepted change orders to \$1,072,835.

VI. Authorizations

MOTION: To approve the bill of URS for \$16,000 (on time and within their contract); motion by Emerson, seconded by Maria, unanimously approved.

MOTION: To approve the bill of SHR for \$53,201.12 (in accordance with their contract and within the budget); motion by Maria, seconded by Emerson. Unanimously approved.

The TLT item was handled as noted above.

Leo McCabe’s bill was presented which was mostly on the CJM matter, and partial on the pending wage law issue in using in house staff for moving vs sending out an RFP by the District. It was mentioned that TLT is responsible for all the moving with the project.

MOTION: To approve Leo McCabe’s bill for \$1520 for legal services rendered; motion by Maria, seconded by Emerson, unanimously approved.

A PO was previously passed for the propane tank, signing was required (and done) at this point. The bill for rigging also needed signatures at this meeting and was done. This was to move certain items to Mountview.

CCD #4 for \$1800 was briefly discussed. This is for underground cable to maintain power to modulares. Attachment #8. URS and SHR still need to review this item, so CCD #4 will be part of change order #5 if URS and SHR recommend it.

With the Change Orders, Roger will have a budget to reflect the change order and then we will vote on the revised budget. This was agreed to by the Committee.

VII. Budget review

Nothing to report on this item.

VIII. Old Business

Nike Track Renovation – Tom is working on this project. It was mentioned to Tom that Mike T has a contact if needed.

Holden Town Fees – it was expected that the Town would release its RFP after 7/1 and would get us the RFPs to review with them. Roger will follow up with Dennis Lipka on this as he has not heard anything from Dennis.

Modulars – no bids received. Rutland put together a committee to study the use of these modulars at Central Tree School. No other interests were expressed by other parties.

Audit program – it is now up and running.

IX. New Business

The TLT move issue was discussed in Leo's bill above.

The Change Order was resolved.

The letter to the abutter on the silt fence issue, attachment 11 – we are awaiting an answer.

The field lighting issue was resolved.

The natural gas issue was noted above – there should be no cost.

Additional fill – the issue is that the fill is a lot deeper than expected. A change order is needed. A TLT letter, discussed by Bill R will be redone as after sent by TLT, TLT and SHR had discussions and the matter was not as TLT understood. A change order will be needed on removal of unsuitable material (fill) at about \$4.50 per cubic yard. Volume to be calculated as removed. All this is outlined in the TLT contract.

Lundquist commemorative marker was noted as Attachment #12, but not discussed in great detail. This will be addressed by the Committee at a later meeting. It was noted that the cost will be in the project budget, and either the Committee can handle the marker or the District will handle it.

Attachment #13 is a summary report, on using construction managers. This is provided for informational purposes.

Attachment #14 notes the false alarm fees to be charged by the Holden Fire Dept. The District has an agreement for the schools, but not with Holden for the false alarm fines.

MOTION: To adjourn the meeting; motion by Emerson, seconded by Maria; unanimously approved.

Meeting adjourned at approximately 7:25 pm.

NEXT MEETING SCHEDULED FOR 8/25/04