

**Wachusett Regional School District (WRSD) Building Committee (BC)  
Meeting  
12/1/04**

**In Attendance:** Catherine Collins, Frank Fiore (URS, Construction Manager), Vcevy Strekalovsky (SHR, Architects), Duncan Leith, Mike McLarney (URS), Maria Millett, Steve Penka (WRSD), Joe Raimondo (SHR), Ralph Rondinone, Mike Tsotsis, Emerson W. Wheeler, III, and Tom Pandiscio (WRSD).

I. The meeting was called to order at 6:02 pm.

II. No member of the public was present.

III. Approval of prior meeting minutes from 10/27 was deferred to make sure all members received the revised minutes.

IV. Architect Update and V. URS Construction Manager Update. GC review.

URS reported that work on all 3 buildings is ongoing; that there is a delay with the unsuitables; and that the contractors coming on the site include light gauge metal, masonry, and the roofers. The site work is ongoing, there was a minor water issue with ConCom today, 12/1/04, and URS reported that the plumbing rough work was scheduled to be done in the next 2 weeks. It was reported that there was a CCD to take care of some drain lines underground on the field that were unknown. Building A has a bit of a delay in the turning over the gym, meaning the gym may not be turned over until October. Building F is facing slow progress because of the erosion and pipe work; unsuitables will also be there. The parking lots could be done by the next week. No gas line update; the information was given to TLT and the plumbing company has the responsibility to handle this. The detention basin at the bottom of parking lot B is waiting for a price from TLT if it is to remain permanent. When asked how far behind in the project we are TLT stated to URS that the turnover for Building C is 30 days behind, and Building B is 60 days behind, meaning the summer of 2005. Building A, with the gym and locker rooms, is the biggest set back, with 90 days behind schedule, putting Building A's release date at mid October 2005 (originally it was the summer of 2005). The locker room is more important to get released earlier to WRSD. It was noted that the winter conditions might cause further delays.

Ralph R. asked how we would recover from the time slip and requested more input about the winter conditions and the time delays. URS noted that the unsuitables were a latent condition. URS also noted that the GC owns the winter conditions at below 50 degrees, but that TLT has already said they have to extend the heating/winter conditions. Discussion ensued on Building A and URS (Mike) referred the Committee to the URS charts.

Tom made the point that TLT is behind and cited the example of the rubber gym not having been taken down when originally planned in 4/04. Both SHR and URS agreed to

tell TLT (when a claim is presented for payment) that TLT is behind schedule on a number of items due to TLT's own choice with the time schedule to do certain work.

URS next referred the Committee to URS' report Section II, page 1, in particular, the delays per TLT: Building A – 7 weeks, Building B – 3 weeks, and Building C – 4 weeks, plus and additional delay of 2 weeks on the drain lines. The 3-month delay due to ConCom was noted as well.

URS then further reviewed Section II of the URS report. Building A delay causes problems with the physical education, but bigger problems if there are no locker rooms. For physical education, the school would continue to use the temporary courtyard facility. URS noted that with a fix price bid there is interest on TLT's part to get the job done early. SHR noted there was an issue with the plank fabricator for the gym floor and they may have to come back a second time to complete it, but that TLT is being proactive on this matter.

Ralph asked how aggressive we are being to keep the project on target and to make up the slippage. It was noted that for Building A, TLT chose not to start per the original schedule and this is the position of TLT and URS and URS told TLT this fact. URS and SHR continue to work with TLT on getting the dates back to the original target finish date and have asked TLT for a recovery schedule, but don't have one yet – it is one month overdue. URS has asked TLT for a site schedule since 4/1/04, but none has been received to date. TLT made the decision to delay Building A from 4/1/04 to when school was out of session. Also, the unsuitables caused delays in Phase A, B & C.

Mike T. noted that the Committee is concerned with the number of change orders and the budget and relayed to URS & SHR their need to make sure TLT works efficiently from a time point of view and cost point of view, as we rely on their expertise (URS & SHR).

Maria noted that we are concerned and we want to make sure we are on the same path.

Ralph said he wasn't certain that we're pushing hard enough and being aggressive enough to get things resolved from a time perspective and budget perspective.

Steve P. noted that the paper trail is not developed enough and that the construction minutes need to be more detailed. The paper trail needs to be tighter and we need a site schedule.

Mike T said that we need a subcommittee to meet with URS to go through this information with 2-3 people on the subcommittee. He also asked whether the committee thought we needed to meet more than once a month.

Vcey noted that we're proceeding with the site redesign. It is being fast tracked so we can relocate the turf. Within one week Moreice & Gary will do the grading for the turf, and then the utilities will be redesigned (by Gallespie). Thus, in 3 – 3 1/2 weeks the whole field will be redesigned with the grading and utilities, and then it will be reprinted.

Some numbers were put out there, per Vcey, but no real numbers have been set yet. There is tremendous savings in the ledge removal not having to be done with the relocation. Moreice and Gary said it was a “wash” basically as the work is part of the contract. The fields at the top of the hill are phase 1 and should be done. Per SHR, Building F got released from ConCom, so TLT could have started it 1 month earlier than it did. Liquidated damages are the end result.

SHR clarified the process with its role in this project – the owner directs the work, the architect is the consultant and designs. With other jobs with a construction manager that SHR works with, the Building Committee meets with the CM to make sure the BC is happy with the architect. With this project, the architects tell URS what the owner decides to tell TLT.

In response to the question by Ralph as to whether SHR would vigorously defend its plan and that it was done appropriately, SHR said no, not 100%.

In sum, Steve said the group wants more information. The contract with SHR requires weekly written reports from the architect. Vcey agreed with Steve that there should be an architect representation on what’s going on and whether it complies with the project – an observation report. And the BC needs a clearer letter response to any schedule or change order. SHR committed to do this. And a letter would be addressed to the BC by SHR if there is disagreement with the time change (SHR disagreement with the time change as identified by TLT); SHR also agreed to give this to URS for their opinion and input.

URS (Mike) spoke to the progress last month, the anticipated progress next month, and then walked the BC through pages in the URS report. (See URS report distributed at the meeting). URS stated its concern with the contingency fund because URS wants to see what the fields will be in terms of cost, because URS doesn’t believe it’s a “wash”.

#### VI. Payment Authorizations.

URS bill for \$18,000. **MOTION:** To approve, made by Emerson, seconded by Duncan, unanimously approved.

SHR bill for \$24,476.94 the testing bills; URS confirmed the testing was done and noted there were some credits. \$47,000 monthly bill for SHR per the contract with SHR, which URS also reviewed. Steve recommended approval of the bill. **MOTION:** To approve both SHR bills, made by Emerson, seconded by Duncan, unanimously approved.

TLT bill for \$1,446,342.70 was pended.

Leo McCabe’s bill for \$375. for 2 ½ hours for CCD 10R and blasting. **MOTION:** To approve, made by Duncan, seconded by Maria, unanimously approved.

Project Adventure bill for \$1,035.40 for the training done. **MOTION:** To approve, made by Duncan, seconded by Maria, unanimously approved.

MS Group for 1 trailer for 1 month for \$75. **MOTION:** To approve, made by Emerson, seconded by Maria, unanimously approved.

Landmark bill for \$99.70 for when the Project Adventure variance was advertised. **MOTION:** To approve, made by Duncan, seconded by Maria, unanimously approved.

CCD # 17 for \$50,000 from SHR to URS to increase the unsuitables and thus, to increase CCD#12R to a “not to exceed” of \$225,000 from TLT. **MOTION:** By Emerson to approve the \$50,000 with the same reservation of rights language proposed by Leo McCabe on other bills for unsuitables, seconded by Duncan, unanimously approved. URS noted that the line item in change order #8 was the \$31,000 of the \$50,000, which has already been accrued. None of Building F unsuitables have been included yet.

Change order #8 – reviewed some of the items listed, including oversight on the plumbing with the kitchen equipment. And URS noted that CCD #10R is now 65% higher than originally approved – the jersey barriers were more costly.

The BC asked Steve and URS to point out the items that go over the CCD so the BC knows before it approves the higher amount, as it is often buried in the next CCD.

URS recommended the BC accept CO#8, but URS needs to look at all the back up material still. URS still recommended the BC approve CO#8 and then get a credit, if appropriate, after URS reviews the back up material, at the next change order. **MOTION:** To approve, made by Duncan, seconded by Emerson with the reservation of rights asserted with respect to the unsuitables as we have reserved our rights with prior Motions, and further, that the bills and back up material be reviewed by URS and SHR for credits. Unanimously approved.

TLT bill for \$1,446,342.70, which URS noted it reviewed and has recommended approval. **MOTION:** To approve, made by Emerson, seconded by Duncan, unanimously approved.

## VII. Building Committee Issues.

Mike T. asked if a vice chair could be named. Duncan stated that was possible, especially if Mike couldn't attend a meeting, having a vice chair would take Mike's place. Ralph agreed to be vice chair. **MOTION:** To approve Ralph as the vice chair of the Building Committee, made by Duncan, seconded by Emerson, unanimously approved.

Discussion on Duncan and Ralph attending URS weekly meetings with Mike.

Mike T. also raised the issue of expanding the committee and adding 1-2 more people, given the amount of time involved with the project. Mike noted that he meets with Frank and Mike/URS weekly. Duncan noted that only he can appoint people to the BC until he

is no longer chair of the School Committee. It was agreed that the BC would submit names to Mike and Duncan for consideration and a background check (as well as for discussion).

Discussion on the number of meetings, in particular, increasing the number of meetings of the BC. The suggestion was to have meetings twice a month. URS recommended meetings twice a month. It was noted that Algonquin has meetings twice a month. Mike agreed to put some recommended dates for future meetings together and would add the second Wednesday of the month, while also keeping the last Wednesday of the month. URS said this works for them.

#### VIII. Budget Review.

It was stated that this was needed once a month. URS agreed to e-mail the CO request log and the Contingency fund information to the BC. SHR agreed to continue the project budget as Roger use to do.

#### IX. Old Business

Nike grant – Tom is not sure of the status, but would check and get an update.

Holden Peer Review fees -- no update.

Modulars – the cafeteria bid is open on Friday at 11 am.

Construction issues – cease and desist is done. Mickey Marcus has issued reports on the erosion and wetlands. The status is that all is under control and he is happy.

DEP Hearing – no update.

Bennett & Forts letter on water run off into property at 1348 Main Street noted.

Wilson property – Mrs. Wilson endorsed the plan, but it includes trees on school property. The BC agreed to wait for ConCom's requirements.

Move – prices to move furniture will be acquired by the end of 12/04. TLT owns the move per SHR in prior meetings.

Water Service – the triple gate valve – change order for \$24,000. The Town wants TLT to supply water to the area people when the job is being done. Thus, the insertion valve arrangement was priced so as to not lose water. TLT said the cost was \$47,470. The service to the modulars is in place, and the loop around was set to start next week.

The field and lighting were to be ready for pricing in 3 weeks due to the redesign. It was noted that the number of lights in the plan was different than in the specs, but will be

fixed on revisions. The escalation with respect to the lights is about \$10,000, but will be reviewed.

Parking lot lights not resolved yet. There is permanent lighting, but temporary power.

Additional fill with Buildings A & B with unsuitables was noted.

Also, the mezzanine problems were noted. Apparently there was something not in demolition drawings, but was in the architect drawings. SHR is working with TLT on this issue.

Courtyard daycare playground – some money savings on the surface size and value of the pad over the gravel base. Thus, no paving is needed and no footings are needed. Asphalt versus gravel cost savings realized.

Lundquist plaque, commemorative plaque – Roger was to sketch something. Vcey will handle this now.

New business technology bid went out on 11/30/04 – out to bid.

Other new business – Vcey presented: interior FF&E and interior design meeting to be held on Tuesday. This interior design is part of the service of SHR. The bidding of furniture is additional service. Bill Ryder met with the lead consultant.

Vcey said SHR needs a vote that it will be a sustainable building and a directive to SHR to that effect. This has to do with the green school issue. Steve agreed to look up the prior BC and School Committee meeting minutes and get them for SHR.

It was noted that Mr. Raymond would start to get involved with our BC and Vcey noted that he worked with TLT on other projects.

Vcey asked that he be added to the meeting minutes that we send out from the BC meetings.

Tom noted that as to the interior of the buildings, since we are building 2 houses in the lower school, the interior should be made distinctive to reflect the 2 houses, lower/upper, using colors, finish, etc.

**MOTION:** To adjourn the meeting; made by Duncan, seconded by Emerson; unanimously approved.

Mike agreed to send out an e-mail as to the next meeting date.

The meeting was adjourned at approximately 9:30 pm.