

MINUTES of the Fire Station Building Committee  
Tuesday, August 10, 2021 @ 3:00 p.m.

Committee Members present:	Councilor Martin Pepin, Chairman Councilor David Witham, Vice Chairman Citizen Representative Paul Robidas
Committee Members absent:	Councilor Kenneth Vincent
Staff Members present:	Bob Belmore, City Manager Scott Smith, Finance Director Jonathan Slaven, City Clerk George Kramlinger, Fire Chief
Public present:	Kelly Davis, Port One Architects Tim Lotterhand, Harvey Construction Senan Murdock, Harvey Construction

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Chairman Martin Pepin called the meeting to order at 3:00 p.m.

APPROVE MINUTES FROM JUNE 25, 2021

***Councilor Witham made a motion to approve minutes from June 25, 2021. The motion was seconded by Citizen Paul Robidas and passed 3-0.***

PROJECT STATUS UPDATE

Kelly Davis of Port One Architects and Tim Lotterhand and Senan Murdock of Harvey Construction introduced themselves and gave the Committee updates on administrative items related to the project. Mr. Murdock stated they are ready to go as soon as the building permit is issued. He stated the builders' risk insurance has been obtained through Rally in Concord for the section being razed, the City will need to keep coverage for the remaining section and the contents. When the first phase is completed, the City will need to have coverage on the new section and the contents, and the builders' risk will apply to phase II. He also noted that the bond documents have been handed over to Director Smith and mentioned a software application to be used by consultants and City staff which will allow the ability to track progress and receive updates, photos, meeting minutes, etc. Mr. Murdock stated the construction team will continue to follow updated CDC guidelines regarding Covid. He presented a picture resembling the job sign to the Committee. Manager Belmore asked to have the wording of the sign changed from "Fire Rescue" to "Somersworth Fire Station". Mr. Murdock informed the Committee that mobilization is scheduled for August 23 with work to begin the second week of September. A groundbreaking date of Tuesday, September 14<sup>th</sup> at 5:00 p.m. was agreed upon.

Mr. Murdock stated there have been a few subcontracts awarded, but will continue to keep staff updated on progress of subcontracts such as masonry, rebar, rough carpentry, etc. Manager Belmore stated that based on the logistics diagram, it appears the stockpile area may be on the superfund site. After a brief discussion it was agreed

that the ballfield parking lot is large enough to house equipment and stockpile materials. Manager Belmore made clear that construction equipment is not to begin operating until after 7:00 a.m. Manager Belmore stated he would assist arranging a preconstruction meeting between City staff and construction management team members. Mr. Davis stated that he and other team members would continue to keep staff updated on major changes. Manager Belmore instructed the consultants that any change orders need to be documented and approved individually and not bundled together, whether cost increases or deductions. Councilor Witham stated the next meetings with this Committee should occur a couple months after construction begins or if any change orders over \$50k come up.

Mr. Davis stated that all submittals go through the Port One office and asked Director Smith if he would like to see them ongoing. Mr. Smith stated the submittal log viewable on the application is fine. Mr. Davis said submittals are mostly material submittals and would not approve a change without City approval. He further explained that the submittals are covered in the soft costs. Mr. Robidas asked if there would be times for Committee members to tour the facility while construction is ongoing. Mr. Davis explained it may take a while to see substantial change and stated that everyone on site must be safety trained.

#### SOFT COSTS UPDATE & REVIEW

Manager Belmore asked Kelly to explain a change in A/E reimbursable expenses and why it went from \$15k to \$5k. Mr. Davis explained Port One Architects, while reviewing the soft costs with Chief Kramlinger determined that \$5K should be sufficient and that they would absorb any reimbursables in the event it goes over \$5,000. Mr. Davis explained he has gone through the soft cost list with Chief Kramlinger and the City will be bidding out all, rather than sole sourcing. Councilor Witham asked once phase 1 is complete, will there be some recycling of current equipment, furniture, etc.? Chief Kramlinger replied his goal is to utilize whatever he can and hopes to only have to purchase an electric stove. Mr. Davis reminded the Committee that once phase-1 is complete, that is when the warranty time begins and to be aware of any wear and tear to the building, therefore the City may want to consider an extended warranty.

#### ADJOURN

*Councilor Witham made a motion to adjourn the meeting. The motion was seconded by Robidas and passed 3-0. The meeting adjourned at 4:01 p.m.*

Respectfully submitted,

Jonathan Slaven, City Clerk