

JOINT BUILDING COMMITTEE-MAPLE WOOD PROJECT

Date: April 24, 2019

Time: 8:00 a.m. start

Present: Councilor Marty Pepin, Councilor Marty Dumont, School Board Member Mark Richardson, Asst. Superintendent Lori Lane, Devin McNelly, Maple Wood Principal, Karl Ingoldsby, Facilities Director, Cris Solomon, Architect from Samyn-D'Elia Architects, Brian Gehris and Austyn Shae, from Milestone Construction

Pepin called the meeting to order at 8:00 PM. Dumont made a motion seconded by Richardson to accept the minutes from April 9, 2019. VOTE: motion passed, unanimously.

Solomon stated that bid documents are out and they have gone through pricing. He stated that their plan is to get the documents out to Milestone for pricing. He stated that once the pricing is done and revisions are made to the budget, we will issue final construction documents. He stated that they have been submitted to the Fire Marshall's Office as well as the City for the building permit. He stated that the Fire Marshall's Office will try to expedite the review as they are backed up. He stated that they hope to get some results in the next week or so. Dumont asked if anything had been done at the school yet? Solomon stated there has been no construction. He stated that they have been working the budget. He stated that they are on budget at this point. He stated that the big thing to do today is to review the budget and approve where we are so we can start with the construction. Gehris distributed copies of the budget which was broken down into the detailed scope. He stated that Solomon had put out an alternate floor plan for the interior renovation piece which is what is in this budget. He stated that they needed the alternate plan to get the budget in line. He stated that there are a number of items in the scope that had to come out. He stated that they can go back in if the budget allows as we move forward with the project. He stated that the first sheet is the overall cover sheet. He stated that the number \$2,542,500.00 was the target. He stated the additional sheets break the parts of the project into divisions 1-16 and it shows everything as far as all Milestones work in Division 1. He stated that this is everyone's budget under the CM approach and if we do not spend all of the money it goes back to the JBC in the end. He stated that they broke the conditions down into 19 weeks to help get the cost down. He stated that they have one more site number that they are expecting. He stated that they have two in hand right now. He stated that some of the holdup is juggling numbers and some is juggling schedule. He stated that many will price the job and when he tells them when they are starting they can't do it. He stated that summer work right now is booked solid. He stated that they have done a revision sketch of the site work out front. He stated that they have narrowed the walkway and there was a rework of the location of the catch basins. He stated they are discussing with the structural and civil engineers about the fill. He stated that there is a lot of money in the budget to remove all of the fill out of the footprint of the building. He asked that if it is good fill coming out, why can't we use that fill as common fill around the foundation? He stated that the engineers have pushed back on this. Solomon stated that this would result in about \$17,000 in savings. He stated the money is in the budget right now and if, when the soils come out and they are good and we can use them, we will save all that trucking to take them away. Gehris stated that right now, not knowing the condition of the soil we will dig up, we will try to get that savings back into the project. He stated that there is also "buy-out". He stated that when he goes back over the budget with the contractors and painting and flooring guys he can get them under the gun and

try to get the pricing down and get the savings back in the project. He stated that one of the bigger things in this was the gym roof replacement. He stated that the roof is not listed in the project. He stated that of all of the existing roofs, excluding the shingled roof as that was not to be changed, the gym roof is the newest and the most difficult to deal with because of the tectum deck on it. He stated that beyond the cost to replace that roof, he did not want it to blossom into a bigger problem. He stated that it is a ballasted roof on tectum deck meaning the rubber is just sitting on the tectum and the stones on the roof hold it down. He stated that if we take the stones off, Solomon believes we cannot, according to code, put the ballasted roof back which would mean we would have to go to a mechanically fastened or fully adhered roof which is difficult to do with a tectum deck. He stated that design wise it started festering and to get the numbers to work it was an idea to put that aside for now. Solomon stated that this is the one roof that we are not poking any holes in along with the kindergarten wing. Dumont stated that the roof was not part of the State allocation. He stated that City Council had done an additional allocation beyond the scope of the secure entrance to pay for the roof. Lane stated the Council had added \$440,000 for the roof repair to the bond so the bond includes the 1.2 million plus the \$720,000. She stated that she is not sure when the Council says to replace the roof for \$440,000 does it mean all of them? Solomon stated that all of the roofs that we will be putting mechanical units in will be replaced. He stated that the roofer recommends while doing this to add insulation. Dumont stated that we need to show \$440,000 for roofing and he does not believe the City Council excluded any roof. He stated that the roof on the building was of an age that it was time to be replaced. He stated that we are trying to save money by excluding insulation and if it needs insulation, it needs to be done. Gehris stated that insulation was not in the design right now so he did not include that. He stated that this was an alternate that came from the roofer, offering it as an option to upgrade the roofing. He stated that the gym roof was a part of the scope that we have put aside being the fact that it was a newer roof than the others and we are not doing any penetrations in it. Pepin stated that all the rubber roofs were part of the roofing plan. Richardson stated that his understanding had been that they were only doing the roofs that we were putting new systems in. Dumont stated that this was not what the Council recommended. Pepin stated that it took nine City Councilors to pass this appropriation and we are now told what we are doing is a different thing. He stated he does not want to burn any bridges for the future with the Council and he does not want people coming back and crucifying the JBC. Ingoldsbey stated that there is an active leak in the gym roof which we had repaired. He stated that if they get a leak in that roof in the future and we have to go to the City Council to ask for funds to replace the gym roof they'll tell us they gave us \$440,000 to replace the roof already. He stated that he was told that all rubber roofs would be replaced on the building. He stated that he believes the gym roof is an older roof. Gehris stated that this all came to light when the roofer went up to inspect it and the tectum deck concern came up. He stated that instead of it being \$37,941.75, this could be a much bigger number. Solomon asked if we could use contingency money for the roof? Dumont stated not right now. He stated that Phase One is an element of \$900,000. He stated we got a grant for a piece and we have matching dollars. He stated that this is what he is looking for in this bottom number because that is the only thing we can do until we get the other money. Solomon stated that this number is the safety piece plus the mechanical. Dumont stated that the mechanical is part of Phase Two. McNelly stated that the heating stuff in the roof is what the City Council allocated some money for. Pepin stated that they voted to upgrade some of the mechanical and replace the roofs. He stated when it became confusing is when EEI came and started talking about the ventilation systems and it made us regroup again. Gehris stated to go up and replace the gym roof it is \$37,941.75. He stated that if they get up there and they cannot fasten to what is up there he is concerned that the number

would be much more because then we have gone beyond the original scope of replacing the original roof. He stated they would have to add a layer of sub straight and would not know the fastening ability to the tectum. Ingoldsby stated if we get in there and find we need to do additional that could be covered by the contingency. Gehris stated that he was trying to avoid an added scope. He stated that if it needs to go back into the budget he will figure something out to make it fit. He stated that he knows the number they need to be at to make this project move forward. He stated that they are putting together another list of clarifications of what we made for adjustments along the way. Pepin stated that this would be the one item that would burn the JBC. Lane stated that they had based the \$440,000 on an estimate. She asked what was that estimate based on? Solomon stated it was estimated by the Third Party Estimating Company and was to include all of the roofs, including the gym roof. Lane stated that if that is what the figure was based on than that is where we should be. Ingoldsby stated that if we were to do the insulating of the roof we would need a structural study to show what the snow load would be because the snow will not melt and we will run into a different problem. Dumont stated that this sheet tells us what we have the money to do. Gehris stated that this is the front lobby and office alternate renovation plan, the mechanical upgrades throughout the whole building and the roof package. He stated that the contingency is \$114,693 which is less than we typically go in with. He stated that budget wise we typically like to keep the contingency at 10% and this is down under 5%. Solomon stated that the numbers are somewhat skewed because EEI has guaranteed about \$1.2 million dollars out of this amount. Gehris stated that EEI also has a contingency on their end. He stated that mechanically is where you sometimes get a lot of the changes. Dumont asked if this is the type of roof that they will start welding roof pieces together? He stated that Gehris said that the gym roof is free floating and the only thing holding it down is the rock. He stated that this would be a concern. Gehris stated that Solomon needs to check the codes as he thinks there is a single story clause that you can keep ballasted as the type of roof within a certain number of miles of the coast. He stated that if they can take the ballasted roof off and put on a ballasted roof, we can get away from the problem or we go up and do a test and find out what the structural grip is and then use anchors to grab the tectum. He stated that as soon as you start messing with tectum it crumbles. He stated if there is nothing above it, they will want to glue down a panel to the tectum and then be able to grab that. Dumont stated that when they did the CTC they got in with welding and welded the structure to the inside. Gehris stated they were thinking they could run some screws down through the tectum and grab the bar joist. He stated that they are a good roofing company and will work with us. He stated that some do not like a ballasted roof because if you get a leak you are moving the stone all around. He stated if you can get it fully adhered and mechanically fastened, it would be the way to go. He stated that they will rework the budget and maybe they can get a couple of the items out. Dumont stated that depending on the money from the State being approved how much are we asking for? Lane stated that they have asked for 60% of the entire amount. She stated that any part of the project that falls in the part covered by the \$720,000 cannot qualify. Dumont stated that the roof will be a recovery number. Lane stated that the frustration is that there are things that we just can't wait on., like scaling the office back. He stated that they need to know so that they can move forward. She stated that we may get this money and it looks as promising as it has. She stated that they are working on finalizing the application and sending back in after a further request from the State so they can do the final approval. Gehris asked if the money in this budget is money the JBC is alright with? Dumont stated yes. Lane stated that the total at the bottom is \$2.5 million and it was supposed to be \$2.3 million. Solomon stated that Davey from EEI came with another \$300,000. Gehris stated that Solomon's spreadsheet broke it down differently. Lane stated that the overage is the

mechanical. Gehris stated it would help if Solomon updated his budget sheet and plugged in the numbers. He stated that they will be doing an Exhibit A with the GMP so that we are all ready to go May 1 with the site work and the week of May 9th with the foundations. Lane stated that if we get the State money, not only does it impact Phase One but it also allows us to move ahead with Phase Two and we need to talk with the Council as to how this all works. She stated that they have the estimate on the Phase Two piece. She stated they would have to go to the City to approve a second bond. She stated that the first bond cost would reduce because the State will be paying 60% of it. Gehris stated that they will come in and get the site work and the foundation going without touching the interior renovations and we can stay away from the roofs until school is out. He stated that you may have time to find out more by then. He stated we priced out the alternate plan but we can put a number together, if the funding becomes available, and you can go back to the original plan inside. He stated that gives you time to think about the interior more. Lane stated that anything eligible for Building Aid cannot start until July 1. Gehris stated that the entrance and the lobby area is considered security. Pepin stated that if this money is approved, the resolution will need to be rewritten and the City Council will have to approve that we can talk about Phase Two. Solomon stated that the Music Wing project was not big enough to request Building Aid so the whole project was wrapped into that but there would have to be two separate bonds for it from the City. Lane stated that it is a little messy and this is why Krauss is concerned in knowing which money is for what. Richardson stated that it is cooperation between City Council, School Board and State. Pepin stated that we might not be too far down the road, if the money comes in, to say go back to the original scope. McNelly stated that we should keep the front office down in cost, even though not as glorious as before, and if there is added, we can do some other items in the scope. Dumont asked if the \$300,000 from EEI was in this total. Gehris stated it was and you would get reimbursed from him. He stated that this budget packet will be the history of the add-ins, and the deletions. He stated that it is a way of tracking the changes. Lane stated that it is also confusing due to all the various funding sources, whether the Building Aid happens or not. She stated that we need some type of document that captures everything and ties the construction costs to where the money for it came from. She stated we need to add clarity to this. She stated we do not want people to see the figure and not know about the Performance Contract piece of that figure. She stated that we need to capture the full scope and we do not have a document yet that does that. She stated that this will help Krauss. She stated that the State gave us very little direction as to spending the \$720,000. Solomon stated that the State said they were giving us the money and we had to track the spending of it. Lane stated that they might be audited in the future. Gehris stated that you will end up with copies of our cover sheets from our requisitions. McNelly stated that they are only giving us 80% of the amount so we will have to spend more to get the \$720,000. Lane stated if you spend more it is on you if you spend less you get less. Dumont stated that in looking at the budget sheets there are a lot of zeros for equipment and furnishings. He stated that those items are not included in the bottom number. Gehris stated that this budget was construction only. He stated that there is some IT and some security that we will need. Dumont asked what about furniture? Gehris stated that you are in Division 6 which is Millwork and that scope changed with the alternate office plan. McNelly stated that the hanging cabinets in the front office are included. He stated that in the original drawing Solomon had included built in desks and all of that has been deleted. He stated that they will use the desks they have now. He stated they have filing cabinets and do not need to purchase those. He stated that they have all the office equipment they need currently. He asked if IT was included in the number and he noticed that they are not moving the IT closet. He stated that we will need to move the cameras. Lane stated that they would be discussing that with Back Bay after this meeting. Solomon stated

that Davey is thinking that we may get closer to \$400,000 back from the Performance Contract because of a bigger rebate from Unitil. Lane stated that the IT scope is going to be a significant cost because some of that stuff is going to be part of the contract with Back Bay. She stated that we are already paying for this scope in the contract. Gehris stated that they have a bond included in the cover page for \$18,458. He stated that he assumes you will want to keep that on the construction company. He stated that there is also a builder's risk amount of about \$6,000 which may decrease when I get a formal quote on it. He stated that Primex will not let you put a rider on your policy for this builder's risk. Lane asked what decisions Gehris needs as far as this budget goes? Dumont asked what they were expecting from the Fire Marshall? Solomon stated that they hope to get a letter back by next week. Gehris stated that with their backup in work, it is typical that sometimes we get the job half built and the letter shows up. Lane asked if we need to make decisions about the alternates that are listed? Gehris stated that he thinks a lot of those are to be plugged in if we find some money. He stated that the roof insulation is just an option if you wanted. He stated that it is tied to structural analysis and if you add the insulation, the snow does not melt and all of a sudden the roofs are overloaded. Solomon stated that right now in the budget are aluminum entrance doors. Gehris stated that we had talked about changing them out to hollow metal, but three pairs are still aluminum. Lane asked if those were the expensive ones? Gehris stated they are. He stated that the next set of doors are hollow metal so we could change out the three pairs to be the same and we would pick up more savings. He stated that then the existing doors would match the exterior doors. Pepin asked if we need to approve this budget? Lane stated that we seem close to final budget. Gehris stated that they were considering this the final number. He stated that there will be some changes as he now has to fit the \$37,941.75 for the gym roof back in. He stated that they can do this and then send the revised budget back out electronically. He stated that the number at the bottom right should not change. Ingoldsby asked if there was a way to squeeze some of this into the bond with EEI and extend it a few years? Lane stated that they had gone with a lease rather than a bond and that number has been fixed. Dumont asked if, as we start on this project, that we will have a report from Krauss at every meeting regarding what has been paid, what is owed and what we have left? Lane stated we would. She stated that she is looking for guidance as to what is coming out of what bucket so we need to put that break down report together. Dumont made a motion seconded by Richardson that they approve this budget subject to receiving the updated one electronically. VOTE: motion passed, unanimously. Gehris stated that construction will start next week and foundations the week of the 9th. Ingoldsby stated that fencing would be installed April 30th or May 1st to block off the front entrance. He asked what they will be putting on the inside of the building to block the doors? He stated we need to block the entrance from the inside so no one gets stuck in the fenced in area. He thought that they were just putting caution tape across the doors. Gehris stated that he wants to keep it so that in a real emergency if someone needs to exit they can walk out through the job site. Ingoldsby stated that the secure entrance goes away next Wednesday. He asked if we were all set to have someone staffing that entry? Gehris stated that they will be able to stay outside for the most part until school is over. He stated that once school is out they will roll right into the inside. Ingoldsby stated that there will be sound blankets hung in certain rooms over the windows and there will be a job box in one of the visitor's parking spots. McNelly stated that he does have a concern about not blocking the doors. Gehris stated that they can do some kind of a barricade inside that you could still get through in a real emergency. Lane stated that she had a couple updates. She stated that the contract with Milestone has been finalized. She stated that they are still waiting for Solomon's to come back. Gehris stated that they will have an Exhibit A portion of the contract once we update this budget. He stated that the Schedule A will have the budget, the schedule

and different criteria on it which will be signed to lock in the GMP. Lane stated that the groundbreaking had been short and sweet but the kids stole the show. She stated that they will be having a meeting on the IT coordination immediately following this meeting. She stated that we had received a letter from Amy Clark at the DOE asking for some further clarifications on our Building Aid Application so we are working on that which is due by May 13th. She stated that the next meeting she will have a draft of the wall plaque. She asked if we need to meet more frequently now? Gehris stated that they will have weekly or bi-weekly construction meetings on site during the day. He stated that this is usually the Milestone Team, Solomon, and the Administrators and Ingoldsby. He stated that whatever you decide to do with the JBC Meeting schedule is fine. He stated that you probably won't need as much time for JBC Meetings as it will be updates. Lane stated that they do not want two separate processes happening and she needs to know what the JBC needs to feel like they are a part of what is happening at the project site. She stated that we need to make sure that the information that needs to come back to this group is coming back to the group. Pepin stated that they will need some sort of updates to share at the City Council Meetings and School Board Meetings. Gehris stated if you put the next JBC Meeting out a month or so it gives them the chance to get in and start on the site work and foundations. Ingoldsby asked where the construction workers will park. Gehris stated that they were told to park to the right in the woods.

The next meeting was set for Tuesday, May 28th at 8:00 AM at the SAU Conference Room.

Dumont made a motion seconded by Richardson to adjourn. VOTE: motion passed, unanimously. Meeting adjourned at 9:15 AM.

Melinda Sullivan
JBC Recording Secretary