



***Police/Fire Station Project
Webster, MA
Owner Progress Meeting Minutes
#54***

June 19, 2014

Prepared by:

***CDR Maguire
Andrew Pellegrini***

Issued:

June 23, 2014

Next Meeting: June 26, 2014 @ 10:00

Distribution:

Name	Company	Telephone	Email
<i>Brian Perry</i>	PSBC – Chair		bperry@web5.com
Randy Becker	PSBC – Sec.		rbecker@mapfreusa.com
<i>Chief Timothy Bent</i>	PSBC - Chief PD		timothy.bent@websterpolice.com
<i>Dpt. Chief Rodney Budrow</i>	PSBC – Member Dpt. Chief. PD		rodney.budrow@websterpolice.com
Mark Dowgiewicz	PSBC – Selectman		mdowgjpam@aol.com
<i>Gordon Forrester</i>	PSBC – Ret Chief FD		gforrester508@gmail.com
Dpt. Chief Chris Jolda	PSBC – Dpt. Chief FD		websterres4cue@aol.com
<i>Chief Brian Hickey</i>	PSBC – Chief FD		bhickey@webster-ma.gov
<i>John McAuliffe</i>	Town Administrator		jmcauliffe@webster-ma.gov
<i>Pamela Regis</i>	Town Accountant		pregis@webster-ma.gov
Greg Robert	Town IT		
Greg Lynskey			
<i>Rick Lawrence</i>	The Lawrence Associates		Rick@TheLawrenceAssociates.com
Loren Grabinsky	CES		lgrabinsky@cesct.com
Tony DiLuzio	CDR Maguire (CDRM)		Anthony.Diluzio@cdrmaguire.com
<i>Kevin Witzell</i>	CDRM		Kevin.Witzell@cdrmaguire.com
<i>Andrew Pellegrini</i>	CDRM		Andrew.pellegrini@cdrmaguire.com
Lon Annulli	Orlando Annulli & Sons		
Tom Mazza	OA		
<i>Bill Kuusela</i>	OA		
<i>Ted Tetrault</i>	Building Inspector		
Scott	Town Engineer		

Bold Italic names were in attendance.

Architect responsible for distribution to Sub-consultants

Date	Description	Responsible	Required By	Status
<i>General Business</i>				
061914.01	Mr. Perry called the meeting to order at 2:25 pm . Attendance as indicated above.			Record
061914.02	The next meetings will be as follows, at 10:00 am Thursday June 26			Record
061914.03	Motion to table the Meeting Minutes of 6/13/14 by: Mr. McAuliffe Seconded by: Chief Bent Discussion: None Vote: All were in favor, hearing no further discussion, passed unanimously.			Record
061914.04	The meeting adjourned at 3:47 hours. Motion to accept by: Mr. McAuliffe Seconded by: Chief Bent Discussion: None Vote: All were in favor, hearing no further discussion, passed unanimously.			Record
<i>Finance</i>				
<i>Schedule/Construction Update</i>				
<i>Fire Department Design</i>				
091913.01	TLA was asked to look into the parameters for apparatus exhaust system as part of the renovations.			Open
012314.01	TLA reported they will forward the estimate for the FD renovations to CDRM so budget can be updated. 2/20/14 TLA reported new estimate forwarded to CDRM for inclusion into budget.	TLA CDRM	1/23/14 2/20/14	Record Open
022014.01	TLA reported DD package has been forwarded to CDRM for peer review. 3/13/14 CDRM reported they are making progress with the peer review and will issue comments soon. 5/15/14 Rick w/TLA reported that he has received the CDRM DD Review and will be working with the Project Team to make decisions going forward. 5-29-14 Chief Hickey stated to the Board that Windows and Doors must be replaced. Next on the list would be getting Mechanical, Electrical, Plumbing to current code. The Police side roof is worse than the Fire Side. Rick to coordinate his consultants for a meeting next Thursday June 5, 2014, 11am at the Fire Station.	TLA		Open

050114.01	As previously noted in the budget review above, the FD construction cost estimate is approx. \$2.3 million or approx. \$500k over budget. The FD reported they have submitted grant applications for the re-roofing of the station (\$350k) along with an application for a new vehicle exhaust system. It is unknown at this time when the FD will be notified if they will be awarded the grants. TLA was asked to create a list of bid alternates that could be established to bring the cost down to within budget.	Team	5/15/17	Open
Owner Items				
062013.02	<p>5/15/14 Sean Brennan from McKenzie Construction is slated to have Block from United Concrete possibly as soon as tomm.</p> <p>5-29-14 Still No Wall Concrete Blocks onsite. Footings have been installed from Main St. to the retaining wall at the Sallyport. There is more unsuitable soil under the footings of the 53' section of wall. Sean w/ McKenzie Construction will track Import/ Export of fill on a T&M basis.</p> <p>6-13-14 McKenzie Construction's wall supplier, United Concrete, submitted a wall design for the 53' of wall to meet 100 lbs/ft per the abutter's Engineered plans. The Webster Town Engineer/ Soils Engineer from Maguire have rejected this submittal and the Webster Town Engineer is willing to accept 200 lbs/ft. United Concrete to re-design and submit for approval.</p> <p>6-19-14 OA/ McKenzie Construction are still awaiting a re-submittal from United Concrete per the Webster Town Engineer's direction.</p>	OA/ McKenzie Const.		Open
121913.02	<p>TLA noted the dedication plaque shop drawing has been submitted and will be forwarding proposed layouts to the PSBC for review and comments. Special attention needs to be given to which boards/committees and members will be included.</p> <p>3/13/14 Comments/edits from the PSBC were reviewed with TLA. TLA will forward revised/final version for approval.</p>	TLA/PSBC	1/9/14	Open
		TLA	3/27/14	Ongoing
012314.02	<p>TLA reported they will be conducting a final scoping and budgeting meeting with their FF&E consultant next week and provide a report at the next meeting.</p> <p>5-29-14 The Furniture is being posted in the local paper by Sunday.</p> <p>6-13-14 The Furniture bid opening will be on Wednesday 6-18-14.</p> <p>6-19-14 Andrew w/ CDRM informed the Board that the Furniture bids were received and the low bid was roughly \$167,000 (WB Mason) which is \$17,000 over the \$150,000 in the original budget. Approval will be at the next meeting on 6-26-14.</p>	Town	2/6/14	Open
050814.01	CDRM reported that a buried concrete slab was discovered in the east end of the lower parking lot and needs to be removed. Because of the			

	<p>unknown size of the slab, CDRM requested authorization to have it removed on a T&M basis.</p> <p>Following a brief discussion, Mr. McAuliffe made a motion to authorize the removal of the slab on a T&M basis Mr. Becker seconded the motion.</p> <p><i>Vote: All were in favor, hearing no further discussion, passed unanimously.</i></p> <p>5/15/14 The Site Contractor has removed the concrete slab and has found more unsuitable soil in that area. Mr. Perry directed Andrew w/ CDRM to track all export and import of fill under this same T&M directive.</p> <p>5-29-14 T&M slips have been verified by Andrew w/ CDRM. OA to submit a change order.</p>	OA		Open
052914.01	<p>Chief Bent informed the Board that he has decided to leave the Handicap Cell as originally designed and built. Rick from TLA to design a small seat/bench to put in the corner of the Handicap Cell.</p> <p>6-13-14 Rick is currently re-designing the Handicap Cell because the State and local Building Inspector will not sign a CofO with a Handicap Cell that does not have a bunk.</p> <p>6-19-14 Motion to release OA on T&M per SK50 dated 6-11-14 to start demolition of the Handicap Jail Cell. OA to work w/ TLA to confirm and price the scope of the change by: Mr. McAuliffe Seconded by: Chief Hickey Discussion: None Vote: All were in favor, hearing no further discussion, passed unanimously.</p>	OA		Open
052914.02	<p>Tom w/ OA brought up watering concerns about the Plantings being installed after the Planting Season. Plants will require more watering if this is the case. The Town to work with OA going forward on how this will be handled.</p>	OA/ Town		Open
061914.01	<p>Mello has submitted a price to OA in the amount of 11-12K for new Jail Cell lights. Rick to contact Loren G. of CES to put him in direct contact w/ Steve from Mello to work on options, possible different lights with less than a 6-8 wk lead time, and possible LED options.</p>	TLA		Open
061914.02	<p>Motion to release OA/ Mello on T&M to install wiring from the (2) overhead door controllers in the Sally Port down to the Motorola Equipment in the basement IT room. Also, install wiring from all the Jail Cell toilets down to the Motorola Equipment in the basement IT room by: Mr. Forrester Seconded by: Mr. Perry Discussion: None Vote: All were in favor, hearing no further discussion, passed unanimously.</p>	OA		Open