



***Police/Fire Station Project
Webster, MA
Owner Progress Meeting Minutes
#56***

July 3, 2014
Prepared by:

***CDR Maguire
Andrew Pellegrini***

Issued:

July 7, 2014

Next Meeting: July 10, 2014 @ 10:00am

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 (10:34am)</i>	PSBC - Chief PD		timothy.bent@websterpolice.com
Dpt. Chief Rodney Budrow	PSBC – Member Dpt. Chief. PD		rodney.budrow@websterpolice.com
Mark Dowgiewicz	PSBC – Selectman		mdowgjam@aol.com
<i>Gordon Forrester</i>	PSBC – Ret Chief FD		gforrester508@gmail.com
<i>Dpt. Chief Chris Jolda</i>	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	Dispatch Director		
Rick Lawrence	The Lawrence Associates		rlawrence@draws.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		
<i>Tom Mazza</i>	OA		
Bill Kuusela	OA		
Ted Tetreault	Building Inspector		
Scott Charpentier	Town Engineer		

Bold Italic names were in attendance.

Architect responsible for distribution to Sub-consultants

Date	Description	Responsible	Required By	Status
General Business				
070314.01	Mr. Perry called the meeting to order at <i>10:22 am</i> . Attendance as indicated above.			Record
070314.02	The next meetings will be as follows, at 10:00 am Thursday July 10 Thursday July 17 (At the Fire Station) Thursday July 24			Record
070314.03	Motion to approve the Meeting Minutes of 6/26/14 by: <i>Chief Hickey</i> Seconded by: <i>Mr. McAuliffe</i> Discussion: <i>None</i> Vote: <i>All were in favor, hearing no further discussion, passed unanimously.</i>			Record
070314.04	The meeting adjourned at <i>10:55</i> hours. Motion to accept by: <i>Chief Hickey</i> Discussion: <i>None</i> Vote: <i>All were in favor, hearing no further discussion, passed unanimously.</i>			Record
Finance				
070314.01	Motion to approve the change order no.15 : OA: \$9,818 (CO#15 Re-Engineering and added fill in wall blocks to meet 200 lbs/ft at the 53' of Wall) by: <i>Mr. McAuliffe</i> Seconded by: <i>Dpt. Chief Jolda</i> Discussion: <i>None</i> Vote: <i>All were in favor, hearing no further discussion, passed unanimously.</i>			
070314.02	Motion to approve the pay application no.16 for OA for Wall work only thru 7-3-14 : OA: \$39,849 by: <i>Mr. McAuliffe</i> Seconded by: <i>Chief Hickey</i> Discussion: <i>None</i> Vote: <i>All were in favor, hearing no further discussion, passed unanimously.</i>			
070314.03	Motion to approve Invoice for \$276,402 (Multiple Vendors inc. but not limited to TLA, Aquity, etc.) by: <i>Mr. McAuliffe</i> Seconded by: <i>Dpt. Chief Jolda</i> Discussion: <i>None</i> Vote: <i>All were in favor, hearing no further discussion, passed unanimously.</i>			

Schedule/Construction Update				
070314.01	<p>*Flooring is close to complete in the basement and level 2. Level 1 and stairwell flooring is ongoing.</p> <p>*The sidewalks on Main St. have been placed.</p> <p>*Mello Electric is installing fixtures through-out the building inc. Community Room, etc.</p> <p>*Verizon has started trenching in Main St. for the new conduits that will feed the building.</p> <p>*Wall block for the 53' of wall started shipping to the site on Tuesday 7-1-14.</p> <p>*The dispatch room is 90% complete (American Alarm, Mello, Motorola, and Verizon E911).</p> <p>*American Alarm is close to complete with the camera scope.</p> <p>*Mello will start change order work next week for added data and voice and wiring for the Sally Port doors and Jail Toilets to interconnect w/Motorola equipment.</p> <p>*Countertops are being installed in the Lobby and dispatch room.</p> <p>*ISI is programming the door locks.</p> <p>*Site work is ongoing, work has been slow due to the wall not being complete.</p>			
Fire Department Design				
091913.01	TLA was asked to look into the parameters for apparatus exhaust system as part of the renovations.			Open
012314.01	<p>TLA reported they will forward the estimate for the FD renovations to CDRM so budget can be updated.</p> <p>2/20/14 TLA reported new estimate forwarded to CDRM for inclusion into budget.</p>	TLA	1/23/14	Record
		CDRM	2/20/14	Open
022014.01	<p>TLA reported DD package has been forwarded to CDRM for peer review.</p> <p>3/13/14 CDRM reported they are making progress with the peer review and will issue comments soon.</p> <p>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.</p> <p>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, 11 am at the Fire Station.</p>	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> <p>6-26-14 Mckenzie Construction forwarded United Concrete's re-engineered plan for the 53' of wall on last Friday. Kevin w/ Maguire forwarded it to the Geotechnical Engineer w/Maguire Dave Nacci on the same day. Monday 6-23-14 Sean w/ Mckenzie Const. had the abutter Jimmy's Civil Engineer stamp the 53' of wall re-design and Mckenzie has directed United Concrete to start making block to the 200 lbs/ft that the Webster Engineer called for. Maguire will confirm if the Maguire Geotechnical Engineer has to sign off on the wall, now that the abutter Jimmy's Engineer has released United Concrete to fabricate the 53' of wall.</p> <p>7-3-14 There is an issue getting 53' Trailer trucks of concrete blocks into the site without using any abutter's property. McKenzie Const./ OA to use alternate means of getting blocks onto the site.</p>			
		OA/ McKenzie Const./ Town		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
050814.01	<p>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 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> <p>6-26-14 OA has submitted a cost 17K+ to Lawrence Assocaites. Rick to review and report back at the next meeting.</p>	TLA		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: <i>Mr. McAuliffe</i> Seconded by: <i>Chief Hickey</i> Discussion: <i>None</i> Vote: <i>All were in favor, hearing no further discussion, passed unanimously.</i></p> <p>6-26-14 OA has started work on the Handicap Jail Cell change. The plumber has disconnected the toilet and shower controls in the shower rm126. The sprinkler fitter has removed the sprinkler head in rm126. ATC has relocated the supply and exhaust ducts. OA laborer has started taking down the ceiling. Jails and the Mason are working on pricing for OA. The toilet/sink combo unit in rm127 to remain and OA to install a suicide prevention skirt that needs to be designed by TLA/ CES.</p> <p>7-3-14 The Mason's quote has been approved by Mr. Perry and OA is working on getting the Mason back to the site to perform the needed demolition work.</p>	OA/ TLA		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> <p>6-26-14 TLA still has no response from CES. Andrew w/CDRM/ Dpty Chief Budrow to work with local electrician Bateman for possible LED options. Rick to work with CES to get an answer.</p>			

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	7-3-14 Still no resolution on the Jail Cell lights. Mello has informed OA that Phillips is not making LED lamps for T5 fixtures at this time. CES to suggest a solution ASAP.	TLA/ CES		Open