



***Police/Fire Station Project
Webster, MA
Owner Progress Meeting Minutes
#57***

July 24, 2014
Prepared by:

***CDR Maguire
Andrew Pellegrini***

Issued:

July 27, 2014

Next Meeting: July 31, 2014 @ 2:00pm

Distribution:

Name	Company	Telephone	Email
<i>Brian Perry</i>	PSBC – Chair		bperry@web5.com
<i>Randy Becker</i>	PSBC – Sec.		rbecker@mapfreusa.com
<i>Chief Timothy Bent (10:34am)</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		mdowgjam@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
John McAuliffe	Town Administrator		jmcauliffe@webster-ma.gov
<i>Pamela Regis</i>	Town Accountant		pregis@webster-ma.gov
Greg Robert	Town IT		grobert@webster-ma.gov
Greg Lynskey	Dispatch Director		lynskeyg@websterpolice.com
<i>Rick Lawrence</i>	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		lon@annulli.com
<i>Tom Mazza</i>	OA		tom@annulli.com
Bill Kuusela	OA		williamkuusela@hotmail.com
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				
072414.01	Mr. Perry called the meeting to order at <i>10:05 am</i> . Attendance as indicated above.			Record
072414.02	The next meetings will be as follows, Thursday July 31 @ 2pm Thursday August 7 @ 10am Thursday August 14 @ 10am Thursday August 21 @ 10am			Record
072414.03	Motion to approve the Meeting Minutes of 7/3/14 by: <i>Gordon Forrester</i> Seconded by: <i>Chief Bent</i> Discussion: <i>None</i> Vote: <i>All were in favor, hearing no further discussion, passed unanimously.</i>			Record
072414.04	The meeting adjourned at <i>11:42</i> hours. Discussion: <i>None</i> Vote: <i>All were in favor, hearing no further discussion, passed unanimously.</i>			Record
Finance				
072414.01	Motion to approve the change order no.16: OA: \$17,082 (CO#16 Remove Unforeseen underground Concrete Slab under the new back Parking Lot and remove and replace 10ft. deep of unsuitable soils under the concrete slab) by: <i>Chief Bent</i> Seconded by: <i>Mr. Becker</i> Discussion: <i>None</i> Vote: <i>All were in favor, hearing no further discussion, passed unanimously.</i>			
072414.02	Motion to approve the change order no.17: OA: (\$9,132) (CO#17 OA provide a credit for the base contract fence at the top of the "wall" and other misc. changes such as louvers in IT doors) by: <i>Chief Hickey</i> Seconded by: <i>Mr. Becker</i> Discussion: <i>None</i> Vote: <i>All were in favor, hearing no further discussion, passed unanimously.</i>			
072414.03	Motion to approve \$40.20 for the Furniture Advertisement. by: <i>Mr. Perry</i> Seconded by: <i>Chief Bent</i> Discussion: <i>None</i> Vote: <i>All were in favor, hearing no further discussion, passed unanimously.</i>			

072414.04	<p>Motion to approve OA Application for payment no.17 thru July 11, 2014 in the amount of \$154,557. Motion to approve CDRM June payment application in the amount of \$16,364. by: <i>Mr. Becker</i> Seconded by: <i>Chief Bent</i> Discussion: <i>None</i> Vote: <i>All were in favor, hearing no further discussion, unanimous.</i></p>			
Schedule/Construction Update				
072414.01	<p>*Flooring is close to complete throughout the building. Waiting on rubber tile patterns for the 1st floor and misc. corner pieces of vinyl base. *Misc. sidewalks have been installed around the building. *Mello Electric is completing change order work for additional owner IT items throughout the Building. *Verizon pulled cables into the Building and has terminated fiber to their equipment in the Basement IT room. Charter has pulled cables into the Building. *Wall block is ongoing and is targeting for a completion of the Police portion of Wall this Monday 7-28-14. *The dispatch room is 95% complete (American Alarm, Mello, Motorola, and Verizon E911). *American Alarm/ Eaton Dispatch Furniture are complete with Dispatch installations. *Mello will start change order work next week for control wiring for the Sally Port/ Wash Bay overhead doors and Jail Cell Toilets to interconnect w/Motorola equipment to be controlled by Dispatch. *Millwork is complete throughout the Building except for Punch List. *ISI is programming the door locks. *Site work is ongoing, work has been slow due to the wall not being complete. JD is installing sub-grade loam in grass areas. Curbs are being delivered by Monday. *OA has cleaned Level 2 complete and is cleaning the rest of the Building. *Punch-List is ongoing. O&M Training sessions are being coordinated.</p>			
Fire Department Design				
091913.01	<p>TLA was asked to look into the parameters for apparatus exhaust system as part of the renovations.</p>			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>	<p>TLA</p> <p>CDRM</p>	<p>1/23/14</p> <p>2/20/14</p>	<p>Record</p> <p>Open</p>
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, 11am at the Fire Station.</p> <p>7-24-14 TLA has got the FD estimate to around \$1.6M which is within the \$1.8M of hard construction costs left in the FD Reno Budget. TBD at meeting 7-31-14 2pm whether TLA continues with completion of the construction documents.</p>	Town/ TLA		Open
050114.01	<p>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.</p>	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> <p>7-24-14 The wall work is ongoing and Targeted to be complete with the Police portion of Wall by end of day Monday July 28, 2014. The Town of Webster has agreed to give the abutter +/-500 CY of fill from other projects in town to be placed behind the Police portion of Wall only. Mckenzie Const. is placing the fill in lifts.</p>	<p>OA/ McKenzie Const./ Town</p>		<p>Open</p>
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>	<p>TLA/PSBC</p> <p>TLA</p>	<p>1/9/14</p> <p>3/27/14</p>	<p>Open</p> <p>Ongoing</p>
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> <p>7-24-14 CO#16 in the amount of \$17,082 has been approved as seen in the above Finance minutes.</p>			<p>Closed</p>
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></p>			

072414.02	OA has had an RFI in for sometime awaiting a response from TLA/ CES regarding the cooling of the UPS unit in the basement Electric room. TLA to see where CES is at with an answer.	TLA/ CES		Open
072414.03	OA to price added bollard sleeves for the bollards that were installed wrong by NSTAR around the sub station at the back of the site near the Generator.	OA		Open