



***Police/Fire Station Project
Webster, MA
Owner Progress Meeting Minutes
#59***

August 7, 2014
Prepared by:

***CDR Maguire
Andrew Pellegrini***

Issued:
August 13, 2014

Next Meeting: August 21, 2014 @ 10:00am (at the Fire Station)

Distribution:

Name	Company	Telephone	Email
Brian Perry	PSBC – Chair		bperry@web5.com
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Chief Timothy Bent	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
Gordon Forrester	PSBC – Ret Chief FD		gforrester508@gmail.com
Dpt. Chief Chris Jolda	PSBC – Dpt. Chief FD		websterres4cue@aol.com
Chief Brian Hickey	PSBC – Chief FD		bhickey@webster-ma.gov
John McAuliffe	Town Administrator		jmcauliffe@webster-ma.gov
Pamela Regis (Acting Town Administrator)	Town Accountant		pregis@webster-ma.gov
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Greg Lynskey	Dispatch Director		lynskeyg@websterpolice.com
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Tom Mazza	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				
080714.01	Mr. Perry called the meeting to order at <i>10:07 am</i> . Attendance as indicated above.			Record
080714.02	The next meetings will be as follows, Thursday August 14 @ 10am (Canceled) Thursday August 21 @ 10am (at the Fire Station) Monday September 9 Ribbon Cutting Ceremony			Record
080714.03	Motion to approve the Meeting Minutes of 7/31/14 by: <i>Deputy Chief Budrow</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
080714.04	The meeting adjourned at <i>11:27am</i> . Discussion: <i>None</i> Vote: <i>All were in favor, hearing no further discussion, passed unanimously.</i>			Record
Finance				
080714.01	Motion to approve TLA/DRA July Payment in the amount of \$8,987.50 : by: <i>Pam Regis</i> Seconded by: <i>Chief Bent</i> Discussion: <i>None</i> Vote: <i>All were in favor, hearing no further discussion, passed unanimously.</i>			
080714.02	Motion to approve CO#18 in the amount of \$26,431 which is made up of OA PCO's 73b, 74, 75, 78, 79, 80, 81, and 84b: by: <i>Dpty. Chief Budrow</i> Seconded by: <i>Chief Bent</i> Discussion: <i>None</i> Vote: <i>All were in favor, hearing no further discussion, passed unanimously.</i>			
Schedule/Construction Update				
080714.01	<ul style="list-style-type: none"> *Rubber/Carpet Flooring is complete throughout the building. *Epoxy Flooring is ongoing in the Detention area is complete. *Misc. sidewalks have been installed around the building. *Mello Electric has completed 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 Tuesday 8-12-14. *The dispatch room is 95% complete (American Alarm, Mello, 			

	<p>Motorola, and Verizon E911). Consoles have been pushed into place and Motorola is completing their scope. Motorola Training is still set for 8-19, 20, 21-14.</p> <p>*American Alarm/ Eaton Dispatch Furniture are complete with Dispatch installations.</p> <p>*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.</p> <p>*Millwork is complete throughout the Building except for Punch List.</p> <p>*ISI is programming the door locks.</p> <p>*Site work is ongoing, curb has been installed at the front of the Building and the 2 site walls in the Sally Port has been tied together. The wall can now be completely backfilled.</p> <p>*Landscaping has started. Hydro seed has been placed at the front and side of the Building. Plantings and mulch have been installed at the front of the Building.</p> <p>*National Grid/ Charter have tied into the two Buildings at the bottom of Fredrick St. and all telephone/ power poles are scheduled to be taken down this Saturday.</p> <p>*OA has cleaned Level 2 complete and is cleaning the rest of the Building.</p> <p>*Punch-List is ongoing. O&M Training sessions are being coordinated and the Generator and UPS Training is complete.</p>			
Fire Department Design				
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> <p>7-31-14 It has been determined that \$2,158,502.77 is left to date for monies to be spent of the original \$12,000,000 project budget. The Police station will be completed soon and it is projected that \$2,000,000 cash on hand will be left for Fire Dept. Renovations. Owner IT to be included with the Electrical File-Sub bid. New sump pump and new roofing on the Police side of the building are in the current scope of work.</p> <p>Motion for TLA to proceed with the construction documents with the</p>			

	<p>current estimate at \$1.65M and have bid documents prepared for bidding by October 1, 2014. 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>8-7-14 TLA is preparing Construction documents to be ready for bid October 1, 2014.</p>	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> <p>7-31-14 The following alternates were discussed: Epoxy flooring in the apparatus bay, Tank removal, new exhaust system for the apparatus bay, and roofing of the Fire Dept. side of the Building. TLA to submit a list of alternates to the Town for review.</p> <p>8-7-14 TLA preparing Alternate list to be reviewed by the Building Committee.</p>	TLA		Open
Owner Items				
062013.02	<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>7-31-14 The Town of Webster has trucked in 630CY of fill to be used behind the Police Station portion of wall only. There continues to be confusion with what the abutter Jimmy's Convenience believes the Town is responsible for. OA/Mckenzie Construction has been granted a 10 day right of passage to complete the Police portion of wall. Currently Mckenzie Const. has a crane and concrete set-up for Tuesday 8-5-14 to complete the final 4 parapet pieces for the Police wall and place the concrete as designed behind the Parapet.</p> <p>8-7-14 Mckenzie to place concrete at the backside of the Parapet by Tuesday 8-12-14 which will complete the "Wall" construction.</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.</p>	TLA/PSBC TLA	1/9/14 3/27/14	Open Ongoing

	TLA will forward revised/final version for approval.			
052914.01	<p>7-24-14 The Mason's have demolished the existing walls and built the new walls including the shower area. The epoxy flooring is on hold because of the design changes for the Jails bench, ceiling, etc. The Building Committee has agreed to have OA proceed with the epoxy flooring to save time and any trade damage from the Handicap Jail cell change will be covered under this PCO.</p> <p>7-31-14 Jails Inc. has informed OA that the bench and ceiling material will not ship until 8-25-14. OA working with Jails Inc. to have the materials shipped and installed by a different welding contractor. The skirt has been welded to the Handicap Jail Cell toilet.</p> <p>8-7-14 OA waiting on Jails materials before work can continue on the rebuilding of the Handicap Jail Cell.</p>	OA/ TLA		Open
052914.02	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.	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> <p>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.</p> <p>7-24-14 Motion for TLA to contact the lighting manufacturer and confirm if the new fixtures can be shipped within 3 weeks. If it is not possible, OA to install the original fixtures. <i>by: Gordon Forrester</i> <i>Seconded by: Chief Bent</i> <i>Discussion: None</i> <i>Vote: All were in favor, hearing no further discussion, passed unanimously.</i></p> <p>7-31-14 TLA/ CES still have no direction for OA on the Jail Cell lights. Original fixtures will be installed per the above motion at the last meeting.</p> <p>8-7-14 CES still exploring possible options of Quick Ship fixtures.</p>	TLA/ CES		Open
072414.02	<p>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.</p> <p>7-31-14 TLA/ CES still have no direction for OA.</p>			

	8-7-14 TLA/ CES preparing a sketch for OA to price a cooling system to be installed in the Electric room. OA/ ATC HVAC exploring other possible less expensive solutions.	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. 7-31-14 OA still pricing. 8-7-14 Same as above.	OA		Open