

PERMANENT BUILDING COMMITTEE

Minutes – September 3, 2024

Present: Co-Chair Elaine Jones, Co-Chair Craig Blake, Jennifer Pincus, Ahnu Shah,, and James Kelly. Also present: Combined Facilities Director Sandra Duran.

The meeting was called to order at 7 p.m.

Fairbank Community Center Project: Present: OPM Christopher Eberly, Project Executive, Vertex, Inc. and BH+A Architect Thomas Scarlata.

Mr. Eberly provided an update in regard to the punch list, project completion, and warranty issues informing the group of the three PCO open items involving grass at the front, modifications to signs, and acoustics, as well as the following:

- Colantonio, Inc. and the Town have agreed on the modifications to the gymnasium exterior “barn” door mechanism
- investigation is taking place in regard to mechanical unit error messages
- completion of the interior with one exception relative to exit signs per the AHJ – need for an additional sign near the Park and Rec lobby and rotation of an existing sign and arrow.
- grass issue where erosion control has been removed which will require splice seeding
- replacement of two trees under warranty

Mr. Scarlata will be visiting the site on Wednesday.

Mr. Blake noted three items for repair relative to the basketball court inclusive of a gouge, divot and blistering of paint. In response, Mr. Eberly will communicate with Colantonio noting that these may be warranty issues.

Ms. Pincus also noted that the crab grass issue is to be discussed with the Landscape Architect and fixed by the contractor.

As to the budget, Mr. Eberly noted that at present \$330,000 remains for construction which does not include the drainage contracting. The barn door modification proposal agreed to by all upon the Structural Engineer’s review will involve cost sharing by both Colantonio and BH+A, with the Town’s portion to be \$20,758. As to the acoustics issue which has been discussed with Town Counsel, the Town is holding \$42,000 retainage until the issue is resolved. BH+A is developing documents to be presented to Colantonio for pricing in regard to an acoustical correction approach involving a different ceiling tile and placement, door sweeps, and the HVAC unit in the SPS corridor. It was noted that the Facilities Director is extensively involved in the process.

It was also noted that other issues including roof leaking are being tracked by Vertex and addressed by Colantonio upon notification from the Facilities Director.

Drainage bids under M.G.L. c.30B have been received. As the low bid of Northeast Weathered Services, LLC, was found to be incomplete and therefore non-responsive, it was determined that the award would be appropriately made to the second lowest bidder. Mr. Scarlata indicated that the bidder chosen was experienced in similar projects and had good references. Therefore it was

on motion by Ms. Jones seconded by Mr. Blake to reject the bid of Northeast Weathered Services, LLC as non-responsive and to award the drainage improvement contract to Woodall Construction Co., Inc. in the amount of \$163,998 inclusive of the add alternate for accessible parking spaces in the West parking lot.

Mr. Scarlata will notify Woodall Construction of the bid acceptance. Accordingly, the contract will be prepared and issued for signing by the parties to enable the site work preparations and the on-site contractor presence.

Fire Station No. 2 Project PBC Project Manager Craig Blake noted relative to closeout that there were two warranty issues: a leak in the roof at the vent which is being addressed by the General Contractor and an issue with the grass which the Landscape Architect is investigating.

Other Projects Facilities Director Sandra Duran informed the Committee that the final walkthrough and punch list at Fire Sta. No. 3 occurred last week. Relative to the DPW roof work, the metal roofing will be ready for solar once the inspections take place relative to the manufacturer's warranty. It was also reported that Fire Chief Whalen will be working with Ms. Duran relative to the design and construction of an outbuilding to be located at the Fire Headquarters with the funding approval of the Annual Town Meeting warrant article in the amount of \$200,000.

Minutes The minutes of July 24, 2024 were approved as presented by unanimous vote.

Meeting Schedule The next meeting will be held on Tuesday, October 1, at 7 p.m. and Ms. Jones will contact the second applicant for PBC membership as to his availability to attend.

There being no further business, the meeting was adjourned by unanimous vote at 8:20 p.m.

Respectfully submitted,

Elaine L. Jones
Co-Chair, Permanent Building Committee