

CALEB DUSTIN HUNKING MIDDLE SCHOOL – Haverhill, MA

School Building Committee Meeting

Tuesday, January 26, 2016

School Department
Conference Room, City Hall

8:30 AM

Agenda

1. Approval of Meeting Minutes – December 22, 2015 SBC Meeting
2. Construction Update
3. Invoice Approval – December 2015
 - Joslin, Lesser + Associates/NV5 Invoice
 - JCJ Architecture Invoice
 - Shawmut Design and Construction Invoice
 - JTC Testing Invoice
4. GMP Contingency Use Approval
5. Change Order Approval
6. Public Comment
7. Other Business
8. Upcoming Meetings/Activities
 - SBC Meeting – City Hall, School Department Conference Room, 8:30 a.m.
 - Proposed – February 16, 2016

Caleb Dustin Hunking School – Haverhill, MA**Meeting Minutes**

<u>School Building Committee</u> (SBC)	Date:	December 22, 2015
	Location:	Haverhill City Hall, School Department Conference Room

Attendees:

Name	Assoc.	Present	Name	Assoc.	Present
<u>School Building Committee (Voting):</u>			<u>Joslin Lesser + Assocs/NV5.(JLA/NV5)</u>		
Mayor James J. Fiorentini	SBC	Y	Bill Cuniff	JLA	Y
Superintendent James F. Scully	SBC	Y	Jeffery Luxenberg	JLA	Y
Francis Bevilacqua	SBC	Y	Adam Sniegocki	JLA	N
Susan Danehy	SBC	Y	William Shaw	JLA	Y
Jonathan Goldfield	SBC	Y			
Orlando Pacheco	SBC	N	<u>JCJ Architecture (JCJ)</u>		
Michael Peugh	SBC	Y	James LaPosta	JCJ	Y
Robert Scatamacchia	SBC	Y	Doug Roberts	JCJ	N
Gail Sullivan	SBC	Y	Dan Ruiz	JCJ	Y
Ernest DiBurro	SBC	Y	Jim Hoagland	JCJ	N
Colin LePage	SBC	Y	Katy Lillich	JCJ	Y
Chuck Benevento	SBC	Y			
			<u>Shawmut Design & Construction (SDC)</u>		
<u>School Building Committee (Non-Voting):</u>			Muharem Mahmutovic	SDC	N
Thomas Geary	SBC	Y	John Hartshorn	SDC	N
Principal Jared Fulgoni	SBC	Y	Bob Joubert	SDC	Y
<u>Haverhill Public Schools (HPS)</u>					
Beverly Woodhouse	HPS	N			
Beverly Cassano	HPS	Y	<u>Public:</u>		
Kathleen Smith	HPS	N			

Mayor Fiorentini called the meeting to order.

- Approval of Meeting Minutes from November 17, 2015 SBC Meeting:

MOTION: made by Mr. DiBurro, seconded by Ms. Sullivan and approved unanimously, to approve the November 17, 2015 meeting minutes.

- Construction Schedule Update:

JLA summarized the progress made since the November 17, 2015 SBC meeting. The project is currently on schedule and within budget. Mild weather has continued since the last meeting, and the project has been able to take advantage of this situation. Temperature sensitive work such as masonry, air/vapor barrier work and spray-on fireproofing have proceeded with only minimal temporary heat requirements. Roofing is complete at both "A" roof and also "C" roof; roof "B" is 50% complete. Exterior masonry is approximately 85% complete; minor structural steel work remains. Window and storefront installation has commenced and is also proceeding well. Concrete slabs on grade are nearly complete, with a portion of "C" wing remaining. Site activities are complete for the winter, and with most of the utilities installed, and a large area of bituminous paving complete, there will be clean, dry laydown areas for subcontractor parking and storage. Plumbing, HVAC, fire protection and electrical trades are all working on building interior areas, continuing through "A" wing – all floors, plus the second floor of "B" & "C" wings.

3. Invoice Approval:

MOTION: made by Mr. Scully, seconded by Ms. Danehy and approved unanimously, to authorize the following payment to JLA/NV5 for services rendered for the month of November 2015:

- Invoice #32 for OPM Construction Administration Services performed in November 2015 for the amount of \$47,500.00 by JLA/NV5

MOTION: made by Mr. Scully, seconded by Mr. Scatamacchia and approved unanimously, to authorize the following payment to JCJ for services rendered for the month of November 2015:

- Invoice #18 for A/E Designer Construction Administration performed for November 2015 in the amount of \$47,860.00 by JCJ Architecture.

MOTION: made by Mr. Scully, seconded by Mr. Scatamacchia and approved unanimously, to authorize the following payment to SDC for services rendered for the month of November 2015:

- Invoice #7 for CM Construction Services for Construction Services in November 2015 for the amount of \$3,535,848.64 by SDC.

MOTION: made Mr. Scully, seconded by Ms. Sullivan and approved unanimously, to authorize the following payment to John Turner Consulting, Inc. (JTC) for services rendered for the month of November 2015:

- Invoice #1510040-09 for Testing Services in November 2015 for the amount of \$3,863.00 by JTC.

MOTION: made by Ms. Danehy, seconded by Mr. DiBurro and approved unanimously, to authorize the following payment to Verizon for services rendered in the month of November 2015:

- Invoice #4AOCQ7K for engineering design deposit in November 2015 for the amount of \$1,000 by Verizon.

4. Design Amendment Approval:

JLA noted that to put the proposed design amendments into context with regard to the future construction change order requests that will result from these design changes. Construction is now 32% complete, and with open potential construction changes to date, including the estimated added construction costs that will result from the design amendments below, the District would be requesting that the building committee allocate approximately 25% of the construction contingency monies, that are currently carried within the \$ 3.6 million contingency budget line items. Of the approximately \$ 790k in open changes, around \$ 600k are owner elected items, most of which were originally intended to be included in the contract documents, but because the project was so close to the approved MSBA construction budget (tracking to within \$ 2,000 of the approved construction budget during the SD, DD & 60% CD phases) prior to bidding, they were not included in the project scope. With the negotiated GMP contract being \$ 455k below the MSBA approved construction budget, and with the project construction having gone as well as it has, it was acknowledged that these deferred items should be revisited, and that the project budget could support these project betterments.

- **Maintenance Building Design:** The first item in the amendment request is the finalization of the design of the proposed maintenance building. The proposed final design costs are \$ 27,390.00. It was noted that JCJ Architecture has waived their own architectural fees, and that the design request represents the added service fees from civil, structural, landscape and MEP engineering consultants. JCJ noted that they have done their best to keep sub-consultant design fees at a reasonable and expected cost. JLA and the District noted that the scope of the building has grown from the single bay, 720 sf building, budgeted for \$ 300k in the approved project funding agreement, to a 1,568 sf building that provides for the necessary (2) full service bays, for a bathroom and for a multi-purpose room. The estimated cost of this larger building is \$ 550k, or \$ 250k above the approved budget. This \$ 250k would need to be approved as a change order, with the funds being allocated from the construction contingency budget line item. The discussion arising out of the request included debate on the use of the multi-purpose room; location of the building on the site; discussion on use of the bathroom by the public during sporting events, and that the allocation for additional monies would not be reimbursable from the MSBA. Given the uncertainty of the current situation, it was agreed that the discussion should be tabled until the January 2016 meeting, and that during that time period the team would review alternate building layout/ options/pricing.

MOTION: made by Mr. Goldfield, seconded by Ms. Sullivan, and approved unanimously to table discussion of the maintenance building until the January 26, 2016 SBC meeting.

- **Security Guardhouse:** The second item in the commitment request memo is the design request of \$ 4,400.00 to provide a security guardhouse along the main school access drive. The superintendent noted that he has had numerous discussions with the Haverhill police chief, and the HPD supports the concept, with the proposed building being a conspicuous deterrent to potential uninvited site activities. During comments, the superintendent noted that the building would be operated by a security guard, currently on staff. The estimated cost, which would include site/utility revisions, a concrete island, a pre-fabricated guard house, and the necessary security / communications, would be approximately \$ 95k.

MOTION: made by Mr. DiBurro, seconded by Mr. Bevilacqua, and approved unanimously to proceed with the design of the guardhouse in the amount of \$ 4,400.00

- **Guardian Indoor Detection System:** The third item of the commitment request memo is the design request of \$ 5,764.00 to provide an indoor shooter detection system. The superintendent noted that these systems have now been employed in the Methuen school district. The system consists of wall mounted electronic devices, half of which are located on the ground floor, and in the vicinity of school entrance points. The devices recognize both the infrared flash of a firearm and also the sound of a gunshot, which detection then automatically activates the alert system, which is integrated with the building's overall security notification systems. The MSBA has preliminarily indicated that there would be grant reimbursement participation by the MSBA for the cost of this system, which is estimated to cost approximately \$ 95k. The mayor noted that some city intersections also employ a similar detection system.

MOTION: made by Mr. DiBurro, seconded by Mr. LePage and approved unanimously to proceed with the final design of the indoor shooter detection system in the amount of \$ 5,764.00

5. GMP Contingency Use Approval: (Note: GMP Contingency request approvals do not change the contract value; costs are allocated to the contingency line item in the CM Contract).

Included in the SBC packet was one GMP contingency use request, BT-039, to replace unsuitable materials under the North parking lot. As discussed with the SBC, this request was similar to a previously approved request, wherein unsuitable materials were discovered in the main school access drive. In both instances, the project geotechnical engineer strongly recommended the replacement of the unsuitable soils. Also mentioned during comments was the fact that, even though this work was tracked on a time & materials basis, this work was already accomplished by the time the request was received by the SBC. While these costs are also discussed with the working group at weekly construction meetings, JLA will endeavor to notify the SBC on a timelier basis of schedule critical cost items that require immediate approval in order to continue construction without potential schedule delays.

MOTION: made by Mr. DiBurro, seconded by Mr. Goldfield and approved unanimously to allocate \$ 10,345.00 to the GMP Construction Contingency line item.

6. Change Order Approval: (Note: Construction Contingency request approvals result in construction change orders increasing the GMP Contract value).

A Construction Contingency Use request has been made by SDC and presented to the SBC by JLA for two items:

- The first construction contingency use request is to change the bituminous concrete berms that form the curbing around approximately 60% of the site, to granite curbs. Similar to some of the budget items discussed earlier, because the project estimate was so close to the MSBA approved construction budget prior to bidding, the team included granite curb around only 40% of the project site, most noticeably surrounding the new school building perimeter. As discussed with the SBC with the earlier requests, this item was always a priority item to revisit if possible, and because the project costs and projections still look favorable, it is believed that the granite curbs represent a significant improvement over bituminous curbs. The SBC agreed that the granite is a much more durable product.

MOTION: made by Mr. DiBurro, seconded by Mr. LePage and approved unanimously, to authorize the Construction Contingency use not to exceed \$ 104,141. JLA and SDC will revise the value accordingly, prior to presenting to the change order and Budget Revision Request (BRR) to the mayor for signature.

- The second construction contingency use request is to provide a spray foam product around the interior perimeter space of all punched window openings. It is believed that this work, while not currently shown on the contract documents, will provide an additional layer of thermal efficiency to the school project, and in a worst condition while not designed to do so, could also provide additional leak prevention. While a potential heat loss cost savings cannot be estimated, it is anticipated that the proposed cost of the work at \$ 16,541.00 is a reasonable investment.

MOTION: made by Mr. DiBurro, seconded by Mr. LePage and approved unanimously, to authorize the Construction Contingency use of \$ 16,541.00. A change order and BRR will be presented to the mayor for signature.

- Public Comment:
 - There was no public comment
- Other Business:
 - There was no other business
- Upcoming Meetings:

MOTION made by Mr. DiBurro, seconded by Ms. Sullivan and approved unanimously to schedule the next School Building Committee meeting to be on January 26, 2016 in the School Department Conference Room, at Haverhill City Hall, at 8:30 AM.

- Meeting Adjourned:

MOTION made by Mr. DiBurro, seconded by Ms. Sullivan and approved unanimously to adjourn the meeting.

Prepared by: William G. Cunniff, Joslin, Lesser + Associates
-End of Minutes-