

MEETING MINUTES

# Pine Grove School School Building Committee

**DATE OF MEETING:** March 15, 2018

**PURPOSE OF MEETING:** Pre-Construction Meeting

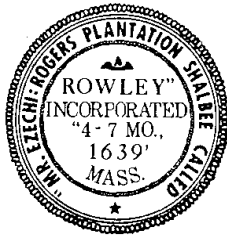
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Cliff Pierce	Y	Board of Selectmen	<a href="mailto:cliffmpierce@gmail.com">cliffmpierce@gmail.com</a>
Lawrence White	Y	Chair, Finance Committee	<a href="mailto:lwfincommail@gmail.com">lwfincommail@gmail.com</a>
Dennis Roy	Y	Finance Committee	<a href="mailto:Droy51@comcast.net">Droy51@comcast.net</a>
Nerissa Wallen	Y	School Committee	<a href="mailto:Nerissa.Wallen@tritonschools.org">Nerissa.Wallen@tritonschools.org</a>
Brian Forget	Y	Superintendent, TRSD	<a href="mailto:Brian.Forget@tritonschools.org">Brian.Forget@tritonschools.org</a>
Michelle Cresta	Y	TRSD	<a href="mailto:Michelle.Cresta@tritonschools.org">Michelle.Cresta@tritonschools.org</a>
Chris Walsh	Y	TRSD	<a href="mailto:Christopher.Walsh@tritonschools.org">Christopher.Walsh@tritonschools.org</a>
Christine Kneeland	Y	Principal, Pine Grove School	<a href="mailto:Christine.Kneeland@tritonschools.org">Christine.Kneeland@tritonschools.org</a>
Debbie Eagan	Y	Town Administrator, Town of Rowley	<a href="mailto:Debbie@Townofrowley.org">Debbie@Townofrowley.org</a>
Karen Summit	Y	Treasurer, Town of Rowley	<a href="mailto:Karen.Summit@Townofrowley.org">Karen.Summit@Townofrowley.org</a>
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Jeff Vincola	Y	Pine Grove Parent	<a href="mailto:jeffvincola@gmail.com">jeffvincola@gmail.com</a>
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Mark Marshall	N	Dore & Whittier, Architect	
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Tom Hood	Y	W.T. Rich	<a href="mailto:thood@wtrich.com">thood@wtrich.com</a>
Harvey Eskenas	N	W.T. Rich, CM	<a href="mailto:heskenas@wtrich.com">heskenas@wtrich.com</a>
Jon Rich	N	W.T. Rich	<a href="mailto:jonrich@wtrich.com">jonrich@wtrich.com</a>
David Petersen	N	Board of Selectmen	
Arian Haley	N	PTA	

**Y = attendees; distribution to all**

1. **Call Meeting to Order** at 6:35PM
2. **Chairman's Comments**
3. **Review and Approve Minutes**
  1. **SBC February 22**

Larry White made a motion to approve the February 22<sup>nd</sup> minutes, seconded by Cliff Pierce. Jane White abstained, the rest of the committee approved.

4. **Timeline/Calendar**



Dore & Whittier has suggested April 10<sup>th</sup> for a working group and a School Building Committee meeting on April 12<sup>th</sup>. Brian Forget provided an update for the anticipated last day of school is June 26<sup>th</sup>. The district will be meeting to discuss possible scenarios if additional days are lost and/or how to make up lost days.

Erica Geyer asked a question: Will this later date impact the construction schedule? The project team answered they will need to look at the schedule for possible impacts but does not expect any significant issues.

##### **5. Review Move Services Bids Received for Award and Approval**

Five companies attended the walk through at the school or requested information, Diamond Move Services and Wakefield Move Services submitted bids for the project. Wakefield was the lowest qualified bidder at a total cost for labor and materials at \$27,387.50. Diamond was the high bidder at total labor and materials of \$44,205.00. On the MSBA form 3011, Pinck & Co anticipated a miscellaneous other project cost for items including mailing and moving at \$75,000. Move services were procured in accordance with M.G.L. c. 30 for goods and services estimated to cost more than \$50,000.

Dennis Roy asked a question: Is there any reason why Diamond is so much higher? Pinck & Co answered that for each phase, Diamond projected using more workers than Wakefield. Wakefield is also more local and would incur less travel costs.

Emma Hunt asked a question: Are the movers working only during the project, or the end of each phase? Pinck & Co answered movers will be on site at the beginning and end of each phase. The project team and school will be setting up a working group now Wakefield is onboard to coordinate when boxes will be available, and when moves will occur before construction starts. Christine Kneeland requested having Emma and Erica present at the working group, and the committee agreed.

Dennis Roy asked a question: There is a discrepancy in phase 2 where Diamond is significantly higher, is there a reason for this? Pinck & Co. has reviewed the proposals and scope with each company. Each company carried the transition from phase 1B to phase 2 differently, however the team does not believe there is any scope missing in either proposal.

Debbie Eagan reported the town has worked with Wakefield in the past on projects with success.

Erica Geyer asked a question: Is there a way to look at previous proposals to understand why this bid is so low? Or is this typical? Joe Perry reported the town has used Wakefield with success in the past. The project team responded that Wakefield, being local, would have less travel charges allowing them to bid lower.

Karen Summit made a motion to award Wakefield for moving services for \$27,387.50. Dennis Roy seconded the motion and the motion was approved unanimously by the committee.

##### **6. Trade and Non-Trade Bid Update**

###### **1. Fire Protection/Sprinkler Trade**

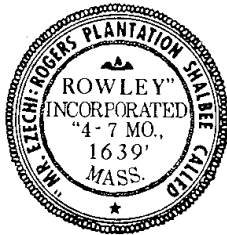
The low bid was Northeast Sprinkler, however they neglected to include statutory requirements. In accordance with chapter 149a, the bid had to be rejected, specifically for not including the signed non-collusion letter. The next lowest bidder was Rustic Fire Protection at \$462,500.00. Rustic is out of Norton MA. The budget for fire protection was \$419,151.00

###### **2. Bid Protest**

Annese was the low bidder at \$3,298,000.00, however one of their sub-contractors allowed their certification for Division of Capital Asset Management (DCAMM) to lapse at the time of the bid. The project team reviewed the bid protest, consulted the Massachusetts Attorney General, and found the bid protest to be well founded. The second lowest bidder was LaVangie Electric at \$3,530,000.00. the estimate for this line item was \$3,278,356.00.

###### **3. Review Bids for Award and Approval**

Because of the cancelation of School Building Committee meetings due to snow and the urgency to approve the bids for award, the letter of recommendation and amendment No. 6 were presented to the Board of Selectmen and approved.



**7. Rowley Municipal Power-Service Upgrade Proposal and Cost**

**1. Replace Primary Service Pole**

Karren Summit made the motion to approve the Rowley Municipal Power invoice for \$3,629.57, seconded by Dennis Roy. The committee agreed unanimously.

**2. Purchase and Install New Primary Service Cable**

Karren Summit made the motion to approve the Rowley Municipal Power invoice for \$6,831.34 Dennis Roy, seconded by Dennis Roy. The committee agreed unanimously.

**3. Place New Transformer, Terminate Primary Connections and Install New Ground Cable**

Christine Kneeland made the motion to approve the Rowley Municipal Power invoice for \$3,429.50, seconded by Dennis Roy. The committee agreed unanimously.

**8. Execute MSBA Paperwork**

**9. Confirm and Set Future Meeting Dates**

**10. Other**

WT Rich presented LOR No. 7 for Non-Trade Bidders. The table below has been updated to present estimates to the award amounts and display the savings.

Contractor Name	Scope of Work Package	Estimate	Award Amount	vs. Budget	Over/Under
Capone Iron Works	Structural Steel	\$701,199.00	\$615,000.00	Under Budget	<u>\$86,199.00</u>
Northeast Interior Systems	Millwork & Manufactured Casework	\$1,437,216.00	\$ 1,379,775.00	Under Budget	<u>\$57,441.00</u>
O'Connor Door	Doors, Frames & Hardware	\$393,166.00	\$299,000.00	Under Budget	<u>\$94,166.00</u>
United Civil	Concrete & Concrete Pavements	\$444,999.00	\$444,999.00	Budget	0
United Civil	Site Work	\$2,767,935.00	\$2,738,196.00	Under Budget	<u>\$29,739.00</u>

The project team recommended the committee conditionally recommend LOR No.7 to the Board of Selectmen subject to the project team reconciling the budget and presenting to the Board of Selectmen Monday.

Dennis Roy made a motion to conditionally recommend LOR No.7, seconded by Karen Summit. The committee agreed unanimously.

The project team recommended the committee conditionally recommend LOR No.8 to the Board of Selectmen subject to the project team reconciling the budget and presenting to the Board of Selectmen Monday. LOR No. 8 is for the award of Rough Framing and Gypsum Board Assembly as an early purchase for the project to New England Finish System in the amount of \$1,358,000.00. The estimate for the line item was \$1,231,294.00.

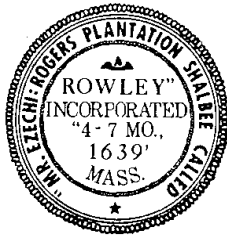
Karen Summit asked a question: Why do you (WT Rich) think there was a discrepancy? The project team answered the industry is very busy at this time, and that reflects in the bid proposals.

Karen Summit made a motion to conditionally recommend LOR No.8, seconded by Cliff Pierce. The committee agreed unanimously.

WT Rich introduced their Project Superintendent Walter Mcleod. Walter was introduced to Principal Christine Kneeland previously. Walter is familiar with the awarded sub-contractors, understands the needs of the Principal, local authorities and project as a whole. Walter will be on site starting Monday.

Brian Forget reported that Triton will be running the Cori checks on all workers. Walter will be expected to confirm and sign off each individual with their license. Triton has confidence in Walter and WT Rich during this process.

Trailers will be delayed due to snow, however WT Rich will be coordinating and organizing the delivery.



Larry White requested that any future meetings have a minimum of 15 copies of any handout for the voting members of the committee.

**11. Adjourn**

Brian forget made the motion to adjourn, seconded by Larry White and approved unanimously by the committee at 7:55PM

The next School Building Committee meeting is **March 29, 2018 at 6:30 PM**

The above is assumed correct unless the writer is notified within 5 days after receipt.

Prepared by: James Dombrowski, Pinck & Co, Inc.

Distribution: As noted above