

Minutes accepted 8/17/2022

*****DRAFT*****

Joint Permanent Building Committee/School Building Committee Minutes

Tuesday July 12, 2022

5:00 PM

Via Zoom Remote Participation

Westwood, MA 02090

Pursuant to Chapter 20 of the Acts of 2021, On June 16, 2021, Governor Baker signed into law An Act Extending Certain COVID-19 Measures Adopted during the State of Emergency. This Act includes an extension, until July 15, 2022, of the remote meeting provisions of his March 12, 2020, Executive Order. The July 12, 2022 Joint Permanent Building Committee/School Building Committee meeting was conducted via remote participation by the Boards.

Call to Order and Attendance:

The Joint School Building Committee/Permanent Building Committee meeting, held remotely, was called to order at 5:00pm by Chair John Cummings. Roll call vote was done by both committees, Ms. Plotkin did a roll call of the SBC and Mr. Cummings did a roll call of the PBC.

Present on the video conference were:

John Cummings, Lyle Coghlin, Ken Aries, Brian Bayer, Nancy Hyde, Maya Plotkin, William Scoble, Emily Parks, Josh Baumer, Tom Carey, Christopher Coleman, Robert Gotti, Matt Kuklantz & Michelle Miller.

Bryan Jarvis & Chin Lin of Compass Project Management; Rob Fitzgerald of Dore and Whittier. Jessica Cole recorded the minutes.

Wentworth Hall Invoice:

Ace Locksmith & Security Systems.

Action Taken:

Upon a motion made by Mr. Aries and seconded by Mr. Scoble, The Permanent Building Committee voted in favor (5-0-1-Bayer) via roll call vote to approve payment of Invoice # 81286914 in the amount of \$4,800.85 for supply and installation of an alarm lock air access control system on 2 doors at Wentworth Hall.

Chair Reports:

Update on project status:

Mr. Cummings stated the School Committee has met twice and voted the full mitigated funds, just over \$2M to the project. The Select Board met last night and had a vote of support and will come up with \$1.1M, we are over budgeted due to COVID. Mr. Cummings also stated that the June meeting was the last meeting that was Live Streamed. This meeting will be posted on the School Committee webpage and WMC YouTube page. The public is always welcomed to our meetings.

Discussion Item:

Process of Awarding the Contract:

Mr. Cummings explained that the Town had to take the low bid and the Permanent Building Committee had a Prequalification Committee and got the 4 best candidates for the project. The lowest was Brait Builders out of Marshfield, MA.

One Month Look Ahead:

Mr. Jarvis of Compass explained the Next Steps. Brait Builders will sign and date documents and provide all bonds and insurance. The Town will execute the contract and will issue a Notice to Proceed. Brait Builders will begin to file the permits. There will be a kick off meeting with Brait Builders on July 27, 2022 and site mobilization will start the week of July 25, 2022.

Mr. Cummings stated that The Prequalification Committee consisted of Mr. Cummings, Tom Erickson, Lyle Coghlin, Compass and Dore + Whittier, and were very happy with the outcome. Compass has worked with Brait Builders recently and has done 3 schools with them.

Action Item

Vote to approve meeting minutes of PBC/SBC meeting on June 24, 2022.

Action Taken:

Upon a motion made by Ms. Hyde and seconded by Mr. Bayer, the Permanent Building Committee voted in favor (7-0) via roll call vote to approve the meeting minutes from June 24, 2022 as submitted.

Upon a motion made by Mr. Aries and seconded by Mr. Cummings, the School Building Committee voted in favor (7-0) via roll call vote to approve the meeting minutes from June 24, 2022 as submitted

Vote to approve awarding the construction contract for Hanlon-Deerfield.

- Ms. Plotkin stated that with the School Committee commitment of the \$2M in mitigation funds we will have a 3.5% contingency. The Committee is hopeful that the Select Board will authorize an additional \$1M that will bring us up to a 5% contingency.
- The Select Board will hear options in August from Pam Dukeman & Christopher Coleman.
- The Select Board did ensure that they want the project to happen.
- Need to vote on Alternates 1 and Alternates 2 at a 3.5% contingency.
- The Town is fully committed to this project. No need to hesitate going forward with the Award of the project.
- People want a contingency of 5%.
- The Committee needs to award the contract before August 4th.

Action Taken:

Upon a motion made by Ms. Hyde and seconded by Mr. Aries, The Permanent Building Committee/School Building Committee voted in favor (7-0) via roll call vote for the Town of Westwood to accept the bid from Brait Builders Corp. in the amount of \$74,352,876.00. This award amount will include the Base Bid, Add Alternate 1 and Add Alternate 2 as defined in the bid documents.

Discussion:

- Do we still reserve the right to vote on the other alternates as the project progresses? *Mr. Cummings: Yes, but would be Change Orders.*
- Is the price Reserved? *No.*
- Went through WMBE, Schedule of participation? *Mr. Lin: Yes, it has been submitted and reviewed.*
- Mr. Robert Brait (Project Executive) was present and Michael, his brother, will be in charge of day to day.

Elementary School Project

Vote to approve the Builder's Risk Insurance for the Hanlon-Deerfield

Will need to correct the dates and Ms. Miller is working on it.

Vote on the amount and Ms. Miller will fix the dates.

The insurance is recommended by the Town, it carries a \$5k deductible.
This is not a bond, it is for the building during the process.

Action Taken:

Upon a motion made by Ms. Hyde and seconded by Ms. Plotkin, The Permanent Building Committee/School Building Committee voted in favor (7-0) via roll call vote, for the Town of Westwood for the Builder's Risk including terrorism from the Hanover Insurance Group not to exceed \$158,958.00. The scheduled dates and times will be added by Michelle Miller our Procurement's Officer.

Discussion:

Tighten up the dates, if the rates come down, Ms. Miller will take care of numbers not to exceed \$158,958.00.

Vote to approve Amendment #7 for Compass – Construction Phase

Mr. Lin: Testing is required and part of the budget and is seeking an additional amendment. It is a very long list of tests.
It is not in the contract, but it is in the budget.

Action Taken:

Upon a motion made by Ms. Plotkin and seconded by Mr. Aries, The Permanent Building Committee/School Building Committee voted in favor (7-0) via roll call vote to approve Amendment #7 in the contract for an additional \$220,000.

Vote to approve Vendor Invoice Package for month of June 2022

Mr. Lin was present to present the billing for June 2022 in the amount of \$167, 736.33.

Action Taken:

Upon a motion made by Ms. Plotkin and seconded by Ms. Hyde, The Permanent Building Committee/School Building Committee voted in favor (7-0) via roll call vote to approve the payment to Compass Project Management Monthly Vendor Invoice Package totaling \$167,736.33 for the period ending June 30, 2022.

New Business

Any new business not reasonably anticipated by the Chair.

- August 17, 2022-5pm virtually depending on the outcome of the Governor.
- Congratulations!! Great team it will be a great project!
- Ms. Parks thanked everyone.
- Mr. Cummings thanked Ms. Parks and Ms. Plotkin!

Adjournment:

Upon a motion made by Ms. Hyde and seconded by Ms. Plotkin, The Permanent Building Committee/School Building Committee voted in favor (7-0) via roll call vote to adjourn the meeting at 6:00pm.