

Minutes of the Building Commission Meeting

Tuesday, July 13, 2021
Remote Meeting via Zoom
6:00 p.m.

In Attendance: Janet Fierman, Ken Kaplan, George Cole, Karen Breslawski, Nate Peck, Building Commission; Tony Guigli, Project Administrator; Dan Bennett, Building Commissioner; Andy Felix, Hill International Staff; Rob Mulligan, Jim Craft, Skanska Staff; Andrew Jonic, Chris Aubin, William Rawn Associates Staff; Jim Rogers, Jen Carlson, Lynn Stapleton, Matt Casey, Adam Keane, Leftfield Staff; Philip Gray, Carol Harris, Jonathan Levi Architects (JLA) Staff; Walt Kincaid, Lynda Callahan, Gilbane Staff; Margaret Clark, Will Spears, Miller Dyer Spears Architects (MDS) and Sasaki Staff; Helen Charlupski, Susan Wolf-Ditkoff, School Committee; Matt Gillis, School Department.

Meeting Minutes

Motion made by K. Kaplan to approve the meeting minutes as edited for June 8, 2021.

Aye: Kaplan, Cole, Peck, Breslawski, Fierman

By Roll Call Vote Approved.

Pierce School Project

Staff from Leftfield appeared before the Commission to discuss the Pierce School Project. They presented invoices for approval; Schedule Update; and the Preferred Schematic Report (PSR).

J. Carlson reviewed the project invoices. Invoice # 8 is for Leftfield, LLC in the amount of \$15,395 for OPM Feasibility Study Services for Designer Procurement for the month of June 2021 and Invoice # 68170 to Miller Dyer Spears for A/E Feasibility Study/Schematic Design for the month of June 2021 in the amount of \$54,340.54; for a total amount of \$72,735.54.

Motion made by K. Kaplan to approve Invoice # 8 for Leftfield, LLC in the amount of \$15,395 for OPM Feasibility Study Services for Designer Procurement for the month of June 2021 and Invoice # 68170 to Miller Dyer Spears for A/E Feasibility Study/Schematic Design for the month of June 2021 in the amount of \$57,340.54; for a total amount of \$72,735.54.

Aye: Kaplan, Cole, Breslawski, Peck, Fierman

By Roll Call Vote Approved.

J. Carlson reviewed the schedule. On June 14, 2021 they met with the SBC and they approved the submittal of the Preliminary Design Program (PDP) to the MSBA. The School Committee also met on June 14, 2021 and approved the Education Plan and the Space Summary. The PDP was submitted to the MSBA on June 15, 2021. They expect comments back soon from the MSBA. Once they receive those comments, they have ten business days to respond.

J. Carlson reviewed the Preferred Schematic Report (PSR). The SBC established a Working Group and will meet bi-weekly. They will meet with the SBC after every second working group meeting. Other meetings scheduled in the future are a Sustainability Meeting in late August; Staff/Teacher meeting in September; Estimate costs in middle of September; and Community Forums in late September and mid-October. On October 28, 2021, the PSR will be submitted to the MSBA. On December 15, 2021, there will be a MSBA Board of Director's Meeting.

Driscoll School Project

Leftfield staff appeared before the Building Commission to provide an update on the Driscoll School project including a Construction, Budget and Project Approvals.

L. Callahan reviewed the Gantt Project Report. She presented the three-week look ahead. They started their fourth week on site. Play equipment has been dismantled. Tree stump removal underway, soil management plan was approved; temporary ramp work began on Washington Street; erosion plan was set up; temporary fencing will be installed; street signage will be put up; installation of barriers will begin; removal of retaining wall on alley side will occur soon; installation of manhole on Westbourne Terrace, etc. Photographs were shown of the work in process. Side-walk discussions took place with Transportation Division, in anticipation of the commencement of that work.

A. Keane provided an update on the borings on site. There are six wells in place. There is testing in multiple areas. The spot with the highest VOC readings is in not within the work site but is within the Town property. Depth of contamination is between 11 to 14 feet. Discussion took place on the implication of the findings. Building Commission asked for a report and presentation at the next meeting.

L. Callahan reviewed the Purchasing Schedule. She explained the bid packages, the description and date of award and execution dates of contracts.

L. Callahan reviewed the Minority Participation Report. The participation based upon the contract of those issued and awarded is 7.7%. The project goal is 10.4%. They are still working to reach their goal. Contracts vary based on the bids. The participation is more heavily women than minority.

J. Rogers reviewed the Recommendation for Change Order process for Gilbane. The first recommendation is an 1) Internal (In-Scope) Authorization to Proceed (ATP), requiring approval by Leftfield and JLA only; 2) External (Out-of-Scope) ATP equal to or less than \$25,000, requiring approval by Leftfield and JLA only; 3) External (Out-of-Scope) ATP greater than \$25,000, requiring approval by Leftfield, JLA and T. Guigli and/or K. Kaplan; and 4) Owner's Change Orders (OCOs) – summary of ATP's, requiring approval of three boards. Building Commission explained that this would need to go before Town Counsel due to By-laws, etc. Discussion took place on this item. In the past, change orders were taken place as necessary. If there is something significant that needed to happen, the Building Commission gets together and have a quick meeting for

discussion. Building Commission requested a classification of change orders based on design omission, unforeseen conditions, owner requested change, etc. All changes get discussed in weekly meetings.

J. Rogers requested to move Gilbane's OCO # 1 to next Building Commission Meeting due to not having signatures by the Town. Gilbane was in agreement.

J. Rogers reported that there was no real change from last month and no cost change in the Budget. There is still \$4.6M in Construction Contingency and \$1.3M in Owner's Contingency or 6.2% of GMP still left on overall contingency.

L. Stapleton presented Amendment # 7 for an extension of SLS Fire Inc. for services to perform a Fire Protection/Life Safety Third Party Review Services based on meeting with Engineers at GGD in the amount of \$550.

Motion made by G. Cole to approve Amendment # 7 for an extension of SLS Fire Inc. for services to perform a Fire Protection/Life Safety Third Party Review Services based on meeting with Engineers at GGD in the amount of \$550.

Aye: Kaplan, Peck, Breslawski, Cole, Fierman

By Roll Call Vote Approved.

L. Stapleton presented Amendment # 8 whereas the Owner authorizes the Owners Project Manager to pay for BidDocsOnline to provide online bid services and printing in the amount of \$25,940.92.

Motion made by N. Peck to approve Amendment # 8 whereas the Owner authorizes the Owners Project Manager to pay for BidDocsOnline to provide online bid services and printing in the amount of \$25,940.92.

Aye: Kaplan, Peck, Breslawski, Cole, Fierman

By Roll Call Vote Approved.

L. Stapleton presented the monthly invoices for June 2021. The total expenditures against the budget are \$1,210,019.44. Included in this amount are Leftfield's invoice # 18 for OPM Services for June 2021 in the amount of \$58,239; JLA invoice # 1823-00-21 in the amount of \$86,571.07; BR+A invoice # 1069501 for Commissioning Services – CD Phase in the amount of \$1,350; and Gilbane's invoice # PC14 for Construction Services in the amount of \$1,063,859.37 for a total of \$1,210,019.44.

Motion made by G. Cole to approve the invoices related to the Driscoll School Project Leftfield's invoice # 18 for OPM Services for June 2021 in the amount of \$58,239; JLA invoice # 1823-00-21 in the amount of \$86,571.07; BR+A invoice # 1069501 for Commissioning Services – CD Phase in the amount of \$1,350; and Gilbane's invoice # PC14 for Construction Services in the amount of \$1,063,859.37 for a total of \$1,210,019.44.

Aye: Kaplan, Peck, Breslawski, Cole, Fierman

By Roll Call Vote Approved.

Building Commission requested a draw down schedule of monies over time, reqs versus projected reqs and a cash flow chart.

L. Stapleton presented two upcoming designer contract amendments. The first is a solar study for the traffic speed sign in the amount of \$2,090 to save costs over time and is to be funded from Owners Contingency Account. The second amendment is for additional services by MacPhail for added vibration monitoring.

S. Wolf-Ditkoff recommended that the new Superintendent of Schools, Dr. Linus Guillory and new Deputy Superintendent for Administration and Finance, Sam Rippin, as well as the new co-chairs be introduced and get up to speed on the school projects

BHS Expansion Update

Staff from Hill, Skanska and WRA appeared before the Commission to discuss the BHS project.

Monthly Invoices

A. Felix reviewed the Monthly June Invoices. The list of invoices cumulatively added up to \$9,037,394.45.

Motion made by G. Cole to approve the June Monthly Invoices for the Brookline High School Expansion Project in the amount of \$9,037,394.45.

Aye: Peck, Breslawski, Kaplan, Cole, Fierman

By Roll Call Vote Approved.

A. Felix presented an invoice for MDM Engineering in the amount of \$95,950 on behalf of R. Masak for separate roof projects on other buildings. There were questions surrounding whether this was related to the BHS project or not. T. Guigli found and re-shared with Building Commission during the meeting the requisition approved by Russo Barr Associates for this separate project and was determined it can be approved.

Motion made by J. Fierman to approve MDM Engineering invoice # 2 in the amount of \$95,950 for separate roof project on other buildings.

Aye: Peck, Breslawski, Kaplan, Cole, Fierman

By Roll Call Vote Approved.

STEM, 22 Tappan and MBTA Station Progress Update

R. Mulligan showed progress photos of STEM, 22 Tappan Street and the MBTA Station. At level one near the café show vestibule, crew is working Saturdays and Sundays to wrap things up. The culinary kitchen equipment is now in the building and ready to be installed. In the lab rooms,

epoxy tops came in from Texas and are installed. The hot water and chill system is balanced. There is a problem with the toilet partitions for bathrooms. The color wanted is not available. The Building Commission would like an explanation from the company. They are working with manufacture on alternative color partitions. They expect landscaping to go up in August. They installed hollow metal doors and painted. Wood doors will go up in August.

At Cypress, tile is being installed and floor work and terrazzo is on-going. Lockers are installed. At the MBTA platform, concrete platform is installed, formwork for knee walls and pedestals on-going, security cameras and other miscellaneous work is ongoing. The work should be wrapped up by November. Relocation of site offices and moving staff to garden level. They will move office trailers off of the property.

Change Orders

A. Felix presented Skanska's GMP Change Order # 13, PCCO # 20 in the net amount of \$0.00 based on GMP funding sources and contingencies for variety of items.

Motion made by G. Cole to approve Skanska's GMP Change Order # 13, PCCO # 20 for a net zero amount.

Aye: Peck, Breslawski, Kaplan, Cole, Fierman

By Roll Call Vote Approved.

A. Felix presented CTA Change Order # 4 consists of seven to eight different changes due to unforeseen changes and design issues in the amount of \$86,514.60.

Motion made by G. Cole to approve CTA Change Order # 4 in the amount of \$86,514.60

Aye: Peck, Breslawski, Kaplan, Cole, Fierman

By Roll Call Vote Approved.

Change Order Summary

A. Jonic presented The Overall Change Order Summary Log. In comparison from June to July there is a bit of a jump in the amount of \$504,842. There was one items that the co-chairs agreed to move forward with such as VE items taken out of the project during design, the resilient flooring, risers and stair treads in 22 Tappan Building. There is about \$160K is miscellaneous increases.

Amendments

A. Felix presented Hill Amendment # 8 to extend site support for an additional four months through November 2021 in the amount of \$100,340. R. Hoogasian will work with CTA, NB Kenney and the third floor projects. The site representative will continue to work at the STEM and 22 Tappan Street. Discussion took place and the Building Commission recommended an update from R. Masak and R. Hoogasian.

Motion made by J. Fierman to approve Amendment # 8 in the amount of \$100,340 for extension of site work.

Aye: Peck, Breslawski, Kaplan, Cole, Fierman

By Roll Call Vote Approved.

Reintroduction of Select Scope

A. Felix reported of a possible reintroduction of select scope that was previously VE'd; separate GC bid packages in the Fall of 2022 completion. There is a scheduled meeting on July 16, 2021 for a finalized review with co-Chairs. They will report to the Building Commission before the August meeting. There is a pending WRA Amendment approval to proceed with design at the Building Commission Meeting in August.

Cypress Playground Progress Update

On behalf of the Cypress Playground Team and Scott Landgren, A. Felix provided an update on the Cypress Playground. The contractor continues to work on preparing the athletic field for drainage and eventual seeding; screening of the existing topsoil pile will begin shortly; Removal existing concrete walk along Greenough Street; preparing for new concrete and paver plaza along Greenough Street; Setting granite seating blocks along the site; and coordinating with the High School and T project to get work completed along Tappan Street.

Tappan Gym Progress

A. Felix showed progress photos of the Tappan Street first floor and third floor. There are wall infills at the Mezzanine floor. There is floor protection to prep for painting. At the first floor of there are MEP rough-ins and on-going wall work. There is first floor framing going up. New lobby connection from the pool to the gym on-going. The front entrance of the gym masonry wall is demolished in order to build a new ramp for the beginning of school. C. Aubin explained unforeseen issue at the gym. Third floor work is ongoing.

Deferred Maintenance Progress

A. Felix reported that boiler demo is on-going at the UA Building by NB Kenney. They are scheduling crane to hoist old boilers out. Progress photos will be shown next month.

Building Department Projects Status Updates

BC STATUS REPORT & SCHEDULE

- CIP for 2022(Funding Issues) – Building Envelopes ; Elevators; Life Safety/ Security; Energy Conservation; Energy Management; Fire Station Renovations (on hold);

Classroom capacity (leases); ADA Renovations; Climate Control; HVAC Equipment; Fire Alarm Systems; Solar PPA's (may change due to COVID 19)

TOWN PROJECTS

- FS No. 6 Training & Maintenance/ MEP Renovations – project complete- contractor received occupancy on Nov 26, 2019; closeout – complete except for a handful of punchlist/ warranty items (ongoing): Town to address punchlist issues
- Building Envelope – Public Safety; Main Library; Soule Rec; Baker – design complete; bid to be scheduled (delayed due to COVID 19)
- Building Roofs- Heath; New Lincoln; Pierce Primary; Larz Anderson Skate Pavilion; MSC;MSC roof complete except for metal fascia ; material shortage issues – New Lincoln and Heath to start
- Elevator Renovations- Old Lincoln underway, Soule Rec, MSC- new fire alarm and elevator relays installed, Water Dept.
- Solar PPA's- Devotion- complete , Runkle- nearing completion, Tappan- roof work required, HS- next (coordinating with PPA provider) , Heath, MSC

SCHOOL PROJECTS

- HS Expansion –refer to Hill monthly
- Pierce School- refer to Leftfield monthly
- Driscoll School –refer to Leftfield monthly

C OF 7's

- Fire Stations- zoning design (on hold pending Town Meeting approval)

Motion made by K. Breslawski to give the Chair as the authority to sign on behalf of all the Building Commission members any invoices, amendments, change orders, contracts or any other documents approved at the meeting by a roll call vote.

Aye: Cole, Kaplan, Breslawski, Peck, Fierman

By Roll Call Vote Approved.

Meeting adjourned at 8:23 p.m.

Minutes respectfully submitted by Beth McDonald.