The January 6, 2020 meeting of the Manchester Building Committee was held in the Manchester Room at the Town Hall.

Manchester Building Committee Members present were: Charlie Crocini, Paul Latrico, Emily Luna, Jessica Muirhead, Brian Murphy, Lisa O’Neill, and Don Poulin.

Also in attendance: Christopher Till – Facilities Manager; Karen Clancy – Director of Finance and Management; Brad Anderson (Downes Construction). Laura Edwards. Mike and Colin from MCM Acoustics.

The meeting was called to order at 7:03 p.m.

**Public Comments:** Mike Gallimore and Colin Dawlin from MCM Acoustics.

**Approval of Minutes**
A motion was made by Charlie Crocini, seconded by Lisa O’Neill, to approve the minutes of the December 2, 2019 meeting. The motion was approved unanimously.

**2020 Building Committee Meeting Calendar** - A motion was made by Charlie Crocini, seconded by Lisa O’Neill, to approve the minutes of the December 2, 2019 meeting. The motion was approved unanimously.

**WADDELL PROJECT UPDATE**

1. **Project Update**
   a. Gang Student Toilet Rooms epoxy floor and drain adjustment warranty repair is completed. (1 yr. Material and Workmanship Warranty call back)
   b. Radiant Panel and tie in is roughed in and operating in corridor off of Main Lobby. Control work and balancing is anticipated to be completed over the April Break. (Change Order work)

2. **COP’s for review and approval** - None

3. **Orders of Magnitude/Pending Revisions** – See Monthly Budget & Contingency Pending Reports included in the Monthly Report for all COP’s that are pending.
   a. COP #171 Mobilization and Labor Rate Adjustment for RCP Install at Corridor - $2,489

Brad Anderson updated the Building Committee on the status of punch list and warranty items including the radiant ceiling panels in the hallway adjacent to the courtyard, the drain repair in the gang toilet room performed over winter break.

**VERPLANCK PROJECT REVIEW**

1. **Project Update**
   a. Building Punch List and Field Report items substantially complete with Millwork items remaining and weather dependent roof and exterior site related items remaining.
   b. Finishing up Commissioning and functional testing with HVAC Controls Verification Testing, PV System and Change Order Security Cameras remaining.
c. MEP O&M’s, Warranties & As-Bults are anticipated for turnover this month while Architectural O&M’s, warranty are submitted for review to Architect.

2. Change Order Proposals for Approval

COP #141 Art Room Ceiling Pads $4,965 ($5,115 was presented and approved at November meeting. Work was later tracked on T&M). A motion was made by Charlie Crocini, seconded by Lisa O’Neill, to approve the reduction in cost. The motion was approved unanimously.

COP #166 Additional Door Intercom Stations $4,976 (Scope of work reduced - was quoted at $9,299). A motion was made by Lisa O’Neill, seconded by Emily Luna, to approve the change order. The motion was approved unanimously.

COP #176 BP #9.4 Flooring Allowance Reconciliation ($46,175) (Credit allowance not utilized). A motion was made by Charlie Crocini, seconded by Lisa O’Neill, to approve the change order. The motion was approved unanimously.

COP #183 Bond Cost Premium Increase – BP #32.1 Site Concrete $587. A motion was made by Lisa O’Neill, seconded by Paul Latrico, to approve the change order. The motion was approved unanimously.

b. Pending Revisions/Orders of Magnitude

COP #17 Glue Laminated Beam Revisions $49,781 (Subcontractor is continuing to pursue this cost)

COP #64 Timber Revisions at N2 Column Line $17,586 (Subcontractor is continuing to pursue this cost)

COP #74 Bond Beam Elevation Revisions at Sloped Lobby Roof $11,585 (Subcontractor requesting meeting with Design Team)

COP #112 LMC End Wall Additional Metal Panel & Wood Veneer $8,500 (Metal Panel Cost of $6,448 received awaiting cost for Wood Veneer completed over School Break)

COP #117 Premium Time to accelerate project schedule $12,316 (reviewing certified payrolls provided for job against the hours on the backup T&M slips)

c. Rejected COP’s - NONE

A motion was made by Lisa O’Neill, seconded by Charlie Crocini, to modify all above motions to approve previous change orders to remove any additional fees added by Downes Construction. The motion was passed unanimously.

PROFESSIONAL SERVICES & VENDOR INVOICES

TRADE CONTRACTOR INVOICES - MRA ROOF REPLACEMENT

Manchester Regional Academy – Imperial Company Restoration Contractor – Application #2 – Total contract $506,900.00. Change Orders - $0.00. Contract sum to date - $506,900.00. Application #2 Total - $115,947.50 for period ending 12/31/19. Balance to finish - $105,477.50. Recommended Payment - $115,947.50. A motion was made by Les Stewart, seconded by Lisa O’Neill to approve this invoice for MRA Roof Replacement. The motion was approved unanimously.

Verplanck Elementary School – BVH Integrated Services, P.C. - Invoice #13 – Total Contract - $62,060.00. Change Orders - $17,009.00. Contract sum to date - $79,069.00. Invoice #13 Total -

Verplanck Elementary School – TSKP Studio – Invoice #36 – Original Contract Sum - $1,350,000.00. No Change Orders. Total Contract $1,350,000.00. Invoice #36 – Construction Administration - $4,548.00; Reimbursables - $57.42. Total Invoice #36 for period ending 11/30/2019 - $4,605.42. Balance to finish - $0.00. Recommended Payment - $4,605.42.

A motion was made by Paul Latrico, seconded by Charlie Crocini to approve the above invoices. The motion was passed unanimously.

TRADE CONTRACTOR INVOICES - WADDELL

Additions and Renovations to Waddell Elementary School – Electrical Contractors Inc. – Invoice #24 – Total Contract $1,947,000.00. Change orders $239,538.00. Contract sum to date $2,186,538.00. Invoice #24 Total - $1,769.00 for period ending 12/31/19. Balance to finish is $0. Recommended Payment - $1,769.00.

A motion was made by Charlie Crocini, seconded by Lisa O’Neill to approve the above Trade Contractor invoices. The motion was passed unanimously.

TRADE CONTRACTOR INVOICES - VERPLANCK

Verplanck Elementary School – Spectrum Floors (Tile) – Invoice #7 – Total Contract $103,120.00 Change orders ($250). Contract sum to date $102,870.00 Invoice #7 Total - $712.50 for period ending 12/31/2019. Balance to finish $0. Recommended Payment - $712.50

Verplanck Elementary School – Spectrum Floors (Tile) – Invoice #8 – Total Contract $103,120.00 Change orders ($250). Contract sum to date $102,870.00 Invoice #8 Total - $5,143.50 for period ending 12/31/2019. Balance to finish $0. Requesting Final Retainage Release Payment - $5,143.50.

Verplanck Elementary School – Spectrum Floors – Invoice #10 – Total Contract $452,522.00 Change orders $16,836.00. Contract sum to date $469,358.00 Invoice #10 Total - $1,229.30 for period ending 12/31/2019. Balance to finish $0. Recommended Payment - $1,229.30

Verplanck Elementary School – Spectrum Floors – Invoice #11 – Total Contract $452,522.00 Change orders ($29,339.00). Contract sum to date $423,183.00 Invoice #11 Total - $21,159.15 for period ending 12/31/2019. Requesting Final Retainage Release Payment - $21,159.15.

Verplanck Elementary School – Professional Painting – Invoice #8 – Total Contract $151,100.00 Change orders $15,432.00. Contract sum to date $166,532.00. Invoice #8 Total - $2,941.59 for period ending 12/31/2019. Balance to finish $6,191.00. Recommended Payment - $2,941.59.

Verplanck Elementary School – Sarazin (Specialties) – Invoice #9 – Total Contract $503,000.00 Change orders ($1,133.00). Contract sum to date $501,867.00. Invoice #9 Total - $3,958.65 for period ending 12/31/2019. Balance to finish $0. Recommended Payment - $3,958.65.


Verplanck Elementary School – G&R Valley – Invoice #14 – Total Contract $1,167,500.00 Change orders $18,553.00 Contract sum to date $1,186,053. Invoice #14 Total - $23,711.30 for period ending 12/31/2019. Balance to finish $487.68. Requesting 2% CHRO Retainage Reduction - $23,711.30.

Verplanck Elementary School – G&R Valley – Invoice #15 – Total Contract $1,167,500.00 Change orders $18,553.00 Contract sum to date $1,186,053. Invoice #15 Total - $463.30 for period ending 12/31/2019. Balance to finish $0. Recommended Payment - $463.30.

Verplanck Elementary School – G&R Valley – Invoice #16 – Total Contract $1,167,500.00 Change orders $18,553.00 Contract sum to date $1,186,053. Invoice #16 Total - $59,302.63 for period ending 12/31/2019. Requesting Final Retainage Release Payment - $59,302.63.

Verplanck Elementary School – P&D Mechanical – Invoice #13 – Total Contract $4,255,000.00 Change orders $10,283.00. Contract sum to date $4,265,283.00. Invoice #13 Total - $16,053.78 for period ending 12/31/2019. Balance to finish $4,983.44. Recommended Payment - $16,053.78.

A motion was made by Lisa O’Neill, seconded by Paul Latrico to approve the above Verplanck Trade Contractor invoices. The motion passed unanimously.

A motion was made by Lisa O’Neill, seconded by Paul Latrico and approved unanimously to adjourn the meeting at 7:42 p.m.

END OF MINUTES