

Willard School Building Committee
Minutes of January 20, 2010

Pursuant to a notice duly filed with the Town Clerk of Concord, a meeting of the Willard School Building Committee was held at the Ripley School Building, Conference Room 1.

Members present: Richard Keleher, Frank Cannon, Dave Anderson, Pat Fernandes, Tony Logalbo, Diana Rigby, Ted Hanselman, Pat Nelson, Co- Chair, Jerry Wedge, Co-Chair.

Members Absent: Scott Bates, Jim Terry

Others present: Martin Kretsch, OMR; Ron Steffek, OMR; Sean Fennell, Daedalus;
Community: Dave Wilson

The meeting was called to order at 6:00 PM.

Review and approve meeting minutes: Marty will send corrections and the minutes will be voted on at our next meeting.

DesignReport

Sundial

- The estimate from Josh Weiner is \$13,500 for the sundial –Sundial was included in the discussions of the building from the beginning – people have been asking when it will be installed –Pat Fernandes indicated that it could be used in the Curriculum. It is not currently in submittal for Mass Chips and is not essential for our Mass Chips score.

Analemma

- The basics of the Analemma has been installed. The project will continue once the designer returns from vacation.

Punch list

- Ron reviewed the back punch activities and how the monetized punch list was developed. CTA has provided an update on the status of the 800 or so items. Identifying items that were resolved according to CTA or items they felt were not in the contract.
560 completed
128 not in contract
45 review items – items that CTA did not understand
- During Xmas break John Christiansen did a spot check of progress of 132 noted as complete (76%), of which about 100 were actually completed (76%), 32 were still open.

- OMR reviewed the “not in contract” list and concluded that of the 128 items 90-95% are actually in the contract. For each item OMR was able to provide references in the contract to the items.
- 45 review items still require clarification.
- OMR concludes that roughly 50% of the punch list has been completed.
- Sean Fennell provided documentation of the punchlist listing out what items will be completed now, during February Vacation, and in the Spring.
- CTA would like OMR to be onsite during February vacation to clarify and resolve issues around the punch list. CTA has offered to pay for the cost of OMR’s time.
- The Plan for resolving the “Not in Contract” is for CTA to review OMR’s response to CTA’s view of what is not in contract – Investigation of disputed items will take place.
- Mr. Fennell will ask CTA to clarify what they want from OMR during February vacation and OMR will provide a cost for this service. OMR will bill us and we will recoup the cost from CTA as promised thru a deduct change order.
- Mr. Fennell will contact CTA and will obtain the Town Managers approval of the deduct change order, between now and our next meeting.
- OMR informed the committee that the OMR contract called for OMR to manage the job for 90 days after the completion date. OMR has continued to manage the project and distributed a memo to the committee outlining this work. OMR is not asking for additional payment at this time. See memo distributed by OMR dated December 22nd.
- The committee will discuss the progress of the punch list at our next meeting in March.

OPM Report

Playground mulch

- Tabled to next meeting

Change Order

- Mr. Fennell reviewed the Change Order with the committee highlighting the Owner non-CTA issues including the relocation of the auditorium projector. Mr. Fennell suggested that the Committee seek another vendor to do this work – Dave will bring a proposal to the Town Manager through the project manager, for approval and will report back to the committee. The Final Change Order is expected to be delivered at the next meeting of the WSBC.

Contingency Analysis

- Mr. Fennell presented the updated Contingency Analysis. Mr. Fennell explained that the rejected PCO's are included in the analysis as well as the savings from the removal of the fire gate access and the savings on the relocation of the auditorium projector which will change the total of the contingency analysis.

Sundial Vote

- Mr. Logalbo moved to approve an OMR Change Order in an amount not to exceed \$14,000 for the installation of the Sundial. The motion was seconded by Richard Kelleher. The motion passed.

Committee end date

- It is expected that our next meeting – March 3rd will be our last meeting

Warrant:

- Approved

Architects DSB report

- This report will be drafted by Mr. Fennell and sent to the committee for discussion at the March meeting; nothing will be filed until the WSBC chairs make a recommendation to the Town Manager.

New Business

Lighting

- Jerry Wedge raised the problem of the interior building lights and the exterior overhead parking lot lights staying on at night. The vendor and Dave Anderson have been through the building to check the program. Dave Anderson requested David Wilson let him know when the lights are coming on.

Long-Term Debt issuance

- Tony Logalbo reported on the January 20th bond sale of \$12.9 million for the Willard project. The low bid was at a rate of 3.19% (TIC) for serial bonds of term 1-19 years. A total of \$26,840,000 has now been permanently financed. In connection with the bond sale, the Town's Aaa credit rating was reaffirmed by Moody's.

Solar Array

- Jan Aceti from the Light Plant has written a grant application to place a solar array on the roof at Willard. The Town Manager has signed and submitted the application for federal "stimulus" funds. Mr. Wedge will inform the committee regarding the outcome of this effort.

The meeting adjourned at 7:55 PM.

APPROVED 3/3/10
AJZ