

Arlington High School Building Committee
Finance Subcommittee Meeting
Thursday, June 4th, 2020
Conducted by Remote Participation
4:00 pm – 5:00 pm

Meeting Minutes

Attendance:

Adam Chapdelaine, Sandy Pooler, Mike Mason, Brian Rehrig, Kate Loosian
Jim Burrows, Victoria Clifford, Skanska USA Building, Inc.
Lori Cowles, HMFH
Jonathan Patch, McPhail Associates
John LaMarre, Consigli Construction Company

Call to order: 4:00 pm

Adam Chapdelaine, Town Manager, opened the meeting conducted by remote participation as outlined in Governor Baker's order suspending certain provisions of the open meeting law on March 12, 2020, and explained how votes would be taken.

1. HMFH/McPhail CA Services Proposal Review/Approval

- Skanska and HMFH gave an overview of the HMFH/McPhail CA Services Proposal.
- Kate Loosian asked why the proposal was over budget, even without geothermal wells.
 - Consigli replied that the proposal exceeds the budget because of soil remediation costs and soil disposal inflation due to COVID-19.
- Kate Loosian asked how we will manage the risk of soils, and if escalation of annual rates is considered in this proposal.
 - McPhail answered that inflation is accounted for.
 - HMFH explained that they request ample notice from McPhail if budget starts running low.
- Kate Loosian asked if the team is worried about COVID-19 impacts soil removal impacts.
 - McPhail answered that we are hoping we won't need to move as much soil as we initially thought.
- Kate Loosian asked if Consigli reviewed the proposal against their schedule.
 - Consigli said they reviewed the proposal earlier today (6/4) but were still on-board with the process proposed for managing soils and tracking.

2. HMFH/UEC EBP#3 Abatement Monitoring Proposal Review/Approval

- Skanska and HMFH gave an overview of the HMFH/UEC EBP#3 Abatement Monitoring Proposal.
- There were no comments or concerns with the proposal.

3. Consigli OAL Review

- Skanska and Consigli gave an overview of OAL No. 03 – EBP#3 + Phase 2,3,4 Demo and Abatement work.

- Kate Loosian asked what is covered in the “Unforeseen” bucket?
 - Consigli answered that there are as-builts that they are unsure of. If the money is not used, then it goes back into construction contingency, and all unused construction contingency goes back to the owner.
- Kate Loosian asked what would happen if there are more “unforeseens” than what is budgeted. Kate expressed concern that there is a contractual exposure.
 - Skanska would review the contract language on allowances.
- Kate Loosian asked if there have been any roof test cuts.
 - Consigli answered that a few have been done, and this scope includes more roof test cuts to confirm the previous.

4. Consigli Requisition Review

- Brian Rehrig asked how the requisition was organized.
- Kate Loosian requested that coversheets are submitted with the requisitions for navigation.

5. Change Management Review – Vote CO #001

- Skanska presented the Change Order Log.
- Consigli reviewed all Change Requests included in Change Order #1.
- Consigli explained that there would be credits to the owner in Change Order #2.
- Brian Rehrig asked why the values of Change Request 3 are different in the Change Order Log.
 - Skanska answered that the Change Order Log is a snapshot in-time.
- Skanska explained that they will begin sending the Change Order Log weekly to the Finance Subcommittee via email.
- Skanska asked if there were any concerns with the change order review process
 - No concerns at this time.

6. Security/Time Lapse Camera Proposal Review

- Skanska gave an overview of the Security/Time Lapse Camera Proposal from Sensera Systems. Skanska explained that the proposal included three solar-powered/cellular cameras that could be relocated throughout the phases of the project. The system also included a virtual platform for security, a time-lapse feature that could be shared publicly. The proposal totaled \$48,081.45 (Not To Exceed).

7. Testing and Inspections Proposal Review

- Skanska gave an overview of the Briggs Testing and Inspections Proposal for the Arlington HS project. Skanska explained that Briggs is preferred as they are currently working on the Parmenter project, and their bid came in the lowest.

8. Meeting Minutes Approval

- The finance subcommittee asked for multiple errors to be corrected on the minutes.
- Victoria Clifford to revise the minutes and send out for the subcommittee to review via email, and post on the town and project website as soon as possible.
- Sandy Pooler moved to approve the minutes as requested for the following meetings: 5/7/20, 4/30/20, 9/5/19, 7/20/19, and 2/7/19. Brian Rehrig seconded the motion.
 - Adam Chapdelaine called a roll call vote:
 - Sandy Pooler: Yes

- Mike Mason: Yes
- Brian Rehrig: Yes
- Kate Loosian: Yes

The Finance Subcommittee held all remaining votes for the end of the meeting. Full vote language (votes #1 thru #8) are attached to these minutes.

- Kate Loosian moved to formally approve vote #2, #6, #8. Brian Rehrig seconded the motion.
 - o Adam Chapdelaine called a roll call vote:
 - Sandy Pooler: Yes
 - Mike Mason: Yes
 - Brian Rehrig: Yes
 - Kate Loosian: Yes

- Brian Rehrig moved to recommend approval of #1, #3, #4, #5 and #7 to the full Arlington High School Building Committee. Sandy Pooler seconded the motion.
 - o Adam Chapdelaine called a roll call vote:
 - Sandy Pooler: Yes
 - Mike Mason: Yes
 - Brian Rehrig: Yes
 - Kate Loosian: Yes

Kate Loosian moved to adjourn. Sandy Pooler Seconded.

- Adam Chapdelaine called a roll call vote:
 - o Sandy Pooler: Yes
 - o Mike Mason: Yes
 - o Brian Rehrig: Yes
 - o Kate Loosian: Yes

Meeting adjourned at 5:00 pm.

FINANCE SUBCOMMITTEE MEETING 6/4/20

VOTE LANGUAGE

1. Motion to approve the HMFH/McPhail Construction Administration Services Proposal, Tasks 16 through 22, for a total of \$1,024,936.00.
2. Motion to approve the HMFH/UEC Early Bid Package 3 Hazardous Material Monitoring Proposal for a total of \$12,914.00.
3. Motion to allow Consigli to enter into a Subcontract Agreement with Costello Dismantling Company, Inc. for a total award value of \$7,252,009.00 for Early Bid Package #3, Phase 2, 3 and 4 Demo and Abatement work.
4. Motion to approve the Consigli Payment Application #1 for the Arlington High School Project, for a total of \$122,568.05, and the Consigli Payment Application #2 for the Arlington High School Project, for a total of \$798,607.05.
5. Motion to approve the Consigli Payment Application #2 for the Arlington Parmenter School Renovation Project, for a total of \$578,849.44.
6. Motion to approve the Sensera Systems proposal for Webcam Security and Documentation Services as a not to exceed of \$48,081.45.
7. Motion to approve the Briggs Testing Proposal for Construction Testing and Inspection Services as a not to exceed \$400,000.00.
8. Motion to approve the Arlington Parmenter School Renovation Project Change Order #1 for a total of \$30,866.00.

APPROVED SEPARATELY

9. Motion to approve the minutes of the following meetings based on requested edits: 5/7/20, 4/30/20, 9/5/19, 7/20/19, and 2/7/19.