

Arlington High School Building Committee
Finance Subcommittee Meeting
Thursday, September 24, 2020
Conducted by Remote Participation
4:00 pm – 5:00 pm

Meeting Minutes

Attendance:

Adam Chapdelaine, Sandy Pooler, Brian Rehrig, Kate Loosian, John Cole
Jim Burrows, Victoria Clifford, Sy Nyguen, Skanska USA Building, Inc.
Lori Cowles, HMFH, Steve Garvin, Samiotes (joined at 4:45pm)

Call to order: 4:00pm

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. Consigli Pre-con Discussion

- Skanska presented the Consigli Request for Additional Pre-Con Fee Request. Consigli is seeking additional reimbursement of \$300K for preconstruction services.
- Skanska noted that the original budget for Pre-Con services was \$500K, and the original Consigli proposal included a Pre-Con credit for a total of \$275K. \$275K is the current executed contract value for Pre-Con Services.
- Skanska also noted that it's common for CM's to go low on the Pre-Con Services fee in order to win the project.
- During the CM Procurement Phase, the following Pre-Con Service fees were received:
 - Dimeo - \$630k
 - Gilbane \$350k
 - Shawmut \$414k
 - Turner \$546k
 - Consigli \$275k
- Skanska reported that we currently have the Pre-Con savings earmarked to cover a portion of the Parmenter Overage. Any additional funds to cover Consigli's fee would need to come from Owners Contingency.
- Skanska offered the following analysis of Consigli's request:
 - Per the Contract, the CM owes the Owner a 21-day notice for any changes. Contractually, there was no notice of a Pre-Con overage.
 - Item 1 – SD Estimate was in the executed contract, however, the RFP listed the DD, 60%, 90%, and estimates only.
 - "The only document that will be binding on Town of Arlington is the contract duly executed by Town of Arlington".
 - Each page of the executed Contract was signed and the Contract reviewed by Consigli.
 - Item #2 – Value engineering during SD. It was written in the base contract scope that the CM was to assist with value engineering at all design phases.

- Item #3 – Parmenter estimate was always part of the scope, estimated for \$2M in scope.
- Item #4 – Early bid packages were noted as anticipated, typical activities for a CM. Overall, four early bid packages are not uncommon for a complex project.
- Item #5 – They have performed many MSBA projects and should understand the volume of meetings per the executed CM RFP.
- Skanska added that Consigli did perform well in Pre-Con, and if they didn't, this proposal would not be on the table.
- Kate Loosian asked if the CM RFP included more than one Early Bid Package.
 - Skanska answered yes, steel and site work was listed as potential early bid packages.
- John Cole asked if there was a bust on the Winchester HS Pre-Con services.
 - Skanska answered yes, Consigli went over at Winchester HS as well but the overage was not as large and they did not seek additional compensation.
- Kate Loosian asked if we can request additional backup from Consigli to support their requested.
- Brian Rehrig agreed that backup materials would help the subcommittee make a decision, otherwise we would be making a decision based on feelings.
- Kate Loosian added that Consigli's request is not evidence of good professional practice. Consigli is managing a lot of money for us and they did not manage this service. Kate requested that someone from the Town express this to Consigli.
 - Adam Chapdelaine replied that he would follow up with Consigli on behalf of the Town.
- Skanska to follow up with Consigli on providing additional backup.
- The subcommittee tabled the conversation until additional backup is provided by Consigli.

2. Elevator Update/Award

- Skanska presented the EBP#5 Elevator Bid results. Skanska asked for approval to award Delta Beckwith for a total cost of \$708,640.00.
- The subcommittee held all votes until the end of the meeting.

3. Change Order Review/Approval

- Skanska presented the following the Change Management Log dated 9/2/20 and the following Change Orders:
 - AHS CO #2 - \$11,496.00
 - AHS CO #3 (COVID) - \$6,086.00
 - Parmenter CO #4 - \$42,929.00
 - Parmenter CO #5 (COVID) - \$8,859.00
- Kate Loosian asked for confirmation of the Parmenter CR numbering.
 - Skanska answered that the Parmenter CR's have a "P" in front of the numbers.
- Brian Rehrig asked that the Change Order Log CR's are updated to reflect the final CO's.
 - Skanska to update the log.

Lori Cowles, HMFH & Steve Garvin, Samiotes, joined the virtual meeting at 4:45pm.

4. HMFH Amendment – Additional Civil Engineering Services

- HMFH and Samiotes presented the Additional Civil Engineering Services Proposal dated September 4, 2020. They explained that the additional fee is due to unforeseen extended MWRA permitting and extended Arlington Con-Com coordination.

- Brian Rehrig expressed support due to the process with Arlington Con-Com but asked for a breakdown of the work ours/costs associated with the fee request.

The Finance Subcommittee held all remaining votes for the end of the meeting. Full vote language (#1 thru #4) are attached to these minutes.

- John Cole moved to formally approve vote #1, #2, #3, #4, Brian Rehrig seconded the motion.
 - Adam Chapdelaine called a roll call vote:
 - Sandy Pooler: Yes
 - Brian Rehrig: Yes
 - Kate Loosian: Yes
 - John Cole: Yes
 - Adam Chapdelaine: Yes
 - Motion passed unanimously.

Motion by Kate Loosian to adjourn.

- Adam Chapdelaine called a roll call vote:
 - Sandy Pooler: Yes
 - Brian Rehrig: Yes
 - Kate Loosian: Yes
 - John Cole: Yes
 - Adam Chapdelaine: Yes
- Motion passed unanimously.

Meeting adjourned at 5:01 pm.

AHS Finance Subcommittee 9/24/20 Vote Language

1. Motion to approve the EBP#5 Elevator Award to Delta Beckwith for a total cost of \$708,640.00.
2. Motion to approve the following Change Orders:
 - AHS CO #2 - \$11,496.00
 - AHS CO #3 (COVID) - \$6,086.00
 - Parmenter CO #4 - \$42,929.00
 - Parmenter CO #5 (COVID) - \$8,859.00
3. Motion to approve the HMFH Civil Engineering Additional Services Proposal dated 9/4/20 for a total cost of \$25,025.00.
4. Motion to approve the 9/3/20 Finance Subcommittee Meeting Minutes.