

**TOWN OF ARLINGTON**

**MINUTES OF THE PERMANENT TOWN  
BUILDING COMMITTEE MEETING**

**TUESDAY, JANUARY 12, 2016**

Location: Town Hall Annex, Second Floor

Present: John Cole, Chairman  
Allen Reedy  
John Maher  
Bob Jefferson  
Diane Johnson

Guests: Brian DeFelippis  
Eric Ammondson  
Scot Woodin  
Lee Rich

Absent: Adam Chapdelaine  
Bill Hayner  
Ruthie Bennett  
Brett Lambert

Chairman Cole called the meeting to order at 7:30 PM.

**STRATTON SCHOOL**

DRA presented the Modular Proposals to the Committee. The criteria were explained, and each proposal was discussed.

The ranking based on qualifications was as follows:

1. Triumph Modular, Inc.;
2. ModSpace Corporation; and
3. Aries Building Systems.

The proposed pricing was as follows:

1. \$3,289,538.00 from Triumph Modular, Inc.;
2. \$3,002,020.00 from ModSpace Corporation; and
3. \$2,953,000.00 from Aries Building Systems.

It was decided that Aries Building Systems would be disqualified due to the numerous deviations presented in the proposal from the project requirements. The interview process for the two remaining firms will be tentatively set up for this Friday. The subcommittee members were

tentatively set up as Scot Woodin, Ruthie Bennett, and either John Cole or Bob Jefferson, depending on availability.

The Constructability Review by PMA was briefly discussed and tabled until the next meeting. However, Brian DeFelippis of PMA brought up four items to the Committee's attention to discuss as follows:

A. DRA presented a packet to the Committee identifying the alternates more clearly. It will be reviewed next week following the analysis of the cost estimate.

B. PMA suggested that the company, BidDocs ONLINE, Inc., should be obtained for the bidding process. DRA agreed that this would be fine with their firm. The Committee voted to accept this service for this project, and it passed unanimously.

C. The Commissioning Agent for this project still has not been selected. The Request for Proposal will be written up by DRA with the assistance of Ruthie Bennett. This process needs to be expedited. It was suggested to contact the WSP Group, which was the Commissioning Agent for the last project worked for the Town of Arlington.

D. Moisture Mitigation is a concern for the areas that are to receive new VCT in the school. The idea would be to topically add the mixture over the slabs after the VAT and mastic floors are abated. This will be discussed next week when the Alternates are reviewed and may be added to the Alternate list for the project.

There will be three Proprietary Contracts for this project. Written reasons why the following products will be used are to be entered into the Committee meeting notes as the necessary process and will be done at the next meeting:

- A. Johnson Controls for the Building Maintenance System;
- B. Notifier Fire Alarm System; and
- C. Hardware Master Key Package System using BEST cores.

## **COMMUNITY SAFETY BUILDING**

### **Phase 3 Renovations**

Brian DeFelippis presented a project update by informing the Committee that the following work is underway:

Metal door frames, masonry (largely completed), GWB at both floors, plumbing fixtures are being installed, electrical rough, FA work, data, lighting and some devices, ductwork and piping in the penthouse, radio room fire safety, fire protection piping at the first floor, painting at both floors, and tile in all non-public bathrooms at both levels. The roofing work is completed. Brian noted that the schedule will be discussed in detail after next week's construction meeting.

In regard to the Project Budget Review Brian projects the remaining construction contingency to be \$80,688 with identified and estimated pending changes. It was agreed to include the Owner's

\$100,000 contingency in the construction contingency. Brian presented the following Change Order Proposals for review and approval:

- COP 17R in the amount of \$8,394;
- COP 21R in the amount of \$1,084;
- COP 23 in the amount of \$1,497;
- COP 32 in the amount of \$1,925;
- COP 40 in the amount of \$5,793;
- COP 66 in the amount of \$987;
- COP 68 in the amount of \$1,210;
- COP 87 in the amount of \$1,254;
- COP 88 in the amount of \$437; and
- COP 92 in the amount of \$11,766.

The total amount of COPs presented for approval is \$34,347, which the Committee unanimously approved as presented.

The committee discussed whether some of the money allocated for the project in excess of the low-bid amount can be released to the Capital Planning Committee. It was unanimously agreed to inform the CPC that \$500,000 could be transferred now, and the remaining balance be kept until the project is further along.

Requisition 6 was unanimously approved in the amount of \$385,960.65 upon a motion by Maher, seconded by Reedy.

The project appears to be approximately 56% complete. The completion is now projected to be the first or second week of March.

There was a general discussion regarding the generator replacement, and the two options being considered are relocating the existing boiler or replacing it with a high-efficiency boiler. It was agreed that the project team will provide a better estimate of the costs and potential energy savings for a new boiler at the next meeting.

## **HOUSEKEEPING**

The minutes of the December 15, 2015 meeting were unanimously approved upon a motion by Johnson, seconded by Reedy.

The LEED motion was unanimously approved upon a motion by Johnson, seconded by Reedy.

The following invoices were unanimously approved upon a motion by Maher, seconded by Johnson:

1. PMA for December in the amount of \$19,230;
2. WSP Commissioning Agent in the amount of \$850;
3. Gatehouse Media for newspaper ad modular in the amount of \$105.82;
4. DRA for December in the amount of \$110,600; and
5. DRA for Civil Engineer Consultant in the amount of \$14,905.

The next meeting is scheduled to be held on Tuesday, January 19, 2016.

Whereupon, a motion was made by Maher, seconded by Jefferson, to adjourn and it was unanimously voted at 9:28 PM.

Respectfully submitted,

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John F. Maher, Clerk Pro Tem