

Arlington High School Building Committee
Finance Subcommittee Meeting
May 7, 2020
Conducted by Remote Participation
4:15 PM

Agenda

- HMFH Additional Services – Geothermal well change
- Approval of Minutes

Adam Chapdelaine is inviting you to a scheduled Zoom meeting.

Topic: AHSBC Finance Subcommittee

Time: May 7, 2020 04:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/96927244512>

Meeting ID: 969 2724 4512

One tap mobile

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Dial by your location

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Meeting ID: 969 2724 4512

Find your local number: <https://zoom.us/u/adKjDqwrrK>

Members of the public are asked to send written comment to ktassone@arlington.k12.ma.us.
Documents regarding agenda items will be made available via the Town's website.

<https://www.mass.gov/doc/open-meeting-law-order-march-12-2020/download>



April 28, 2020

AHS Building Committee c/o
Skanska USA Building
Attn: Mr. Jim Burrows

OFFICE: (617) 492 2200
FAX: (617) 876 9775

130 Bishop Allen Drive
Cambridge, MA 02139

hmfh.com

Re: Arlington High School, Additional Services Proposal
Change to Mechanical System Design

Dear Jim:

Per the Arlington High School Building Committee's decision on March 24, 2020, one hundred and thirty (130) geothermal wells have been eliminated from the project. As of March 24, the 60% construction documents set was with the cost estimators to be estimated. As designed, the wells were to serve the two classroom wings, the 5-story Humanities and the 4-story STEAM. Based on this decision it is necessary for the design team to redesign the mechanical systems to serve these areas of the building. The changes in the mechanical system, will also impact the electrical design, the structural design (in part due to the requirements for new rooftop mechanical units and the redesign of the roof plans), and the architectural design (accommodating modifications to electrical closets, roof plan design, etc.)

The architectural scope of work will include redesign to the roof plan configuration to accommodate the new rooftop mechanical units, coordination of the structural redesign of the roof, modifications to the floor plans to allow for adjustment in sizes and/or locations of electrical closets, chases, and wall thicknesses as needed to accommodate the changes to the mechanical and electrical systems designs, and coordination of the mechanical and electrical design changes. As noted below under Schedule, the changes will necessitate an extension to the project design submission schedule by four (4) weeks. The architectural fee proposed for the above noted scope is \$18,000. The structural fee for additional services outlined in the attached proposal is \$10,000. And the mechanical and electrical fee for additional services outlined in the attached proposal is \$30,000.

Tasks include:

- Mechanical system design changes, inclusive of calculations
- Electrical design changes, inclusive of calculations
- Structural engineering changes, inclusive of support of mechanical equipment
- Architectural design changes, inclusive of floor and roof plan modifications
- Specifications modifications
- Coordination of the design changes

This scope of work will require services of the architect, structural engineer, mechanical, and electrical engineers. The proposed additional services fee for the change in mechanical design is:

Alicia Crothers, AIA
Arthur S. Duffy, AIA
Chin Lin, AIA
Colin R. Dockrill, AIGA
Deborah A. Collins, AIA
Devin E. Canton, AIA
Erica Metzger
George R. Metzger, AIA
John F. Miller, FAIA
Julia Nugent, AIA
Laura A. Wernick, FAIA
Liza Bouton
Lori Cowles, AIA
Mario J. Torroella, FAIA
Matthew LaRue, AIA
Melissa A. Greene, AIA
Philip S. Lewis, AIA
Robert P. Williams, AIA
Stephen Friedlaender, FAIA
Tina Stanislaski, AIA
Vassilios Valaes, AIA

Architectural	18,000
Structural	8,500
MEP/FP	30,000
Total	\$56,500

Schedule:

The Design Team requires an extension to the Construction Documents phase of four (4) weeks. We propose to extend the 60% Construction Document submission to MSBA by two (2) weeks with a new submission date of May 14, 2020. We propose to extend the 90% submission to MSBA by four (4) weeks with a new submission date of August 27, 2020.

Please let us know if you have any questions, we look forward to our continued work on this project. Thank you for your consideration.

Very truly yours,

HMFH Architects




Lori Cowles, AIA
Principal

cc: T. Clarke, HMFH

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MEMORANDUM

TO: HMFH Architects, Inc.
Attn: Lori Cowles AIA CEFP LEED AP

FROM: Foley Buhl Roberts & Associates, Inc. (FBRA)
Jon Buhl 

Cc: Arthur Duffy - HMFH
Dennis Duffy - FBRA
Sandra Barletta - FBRA
Jennifer Grymek - FBRA

REFERENCE: **Arlington High School**
Arlington, MA

SUBJECT: Structural Engineering Services Proposal
Additional RTU Supports

DATE: April 28, 2020

Following up on our recent discussions, we are pleased to submit this structural engineering services proposal to HMFH, relating to the structural support of additional rooftop units for the Arlington High School project (Parts B and E). The need for the additional rooftop units was brought about by the recent elimination of the geothermal wells from the project.

FBRA SERVICES

Design

FBRA's tasks are expected to include the following:

1. Review location/layout, size and weight of the proposed new units with HMFH and the MEP Engineers.
2. Add/extend the area(s) of concrete slab on composite steel deck construction below the new RTUs.
3. Add/extend equipment screens at the new RTUs.
4. Review the present foundation and superstructure design and revise all members/elements affected by the additional RTUs, as required.
5. Add/revise plans, sections and details to reflect the additional RTU supports and related changes to the concrete slabs on deck, equipment screens, etc.

Construction Administration

6. Respond to Contractor's RFIs, as applicable.
7. Review testing and inspection reports.
8. Review shop drawings and submittals for the additional RTU supports.
9. Review the completed RTU support framing at the site, in conjunction with FBRA's regular site visits.

PROPOSED FEES:

Basic Services:

We propose a fixed fee of ***Eight Thousand, Five Hundred Dollars (\$8,500)*** for the services noted above. The proposed fee is proportioned as follows:

Design:	\$ 7,000
Construction Administration:	\$ 1,500
Total Proposed Fee:	\$ 8,500

Billing would be monthly, in accordance with the progress of the work.

Additional Services:

Additional services, if requested by HMFH, would be billed on an hourly basis at our 2020 MSBA rates noted below, to an agreed upon limit:

Senior Principals:	\$150/HR
Principals:	\$150/HR
Senior Engineers/Managers II:	\$150/HR
Senior Engineers/Managers I:	\$135/HR
Senior Engineers/Associates:	\$135/HR
Senior Engineers:	\$120/HR
Engineers/Associates:	\$120/HR
Engineers:	\$110/HR
Senior BIM/CAD Designers:	\$110/HR
BIM/CAD Designers:	\$ 95/HR

Expenses:

Expenses are included in the proposed fee.

We hope that the proposed scope of services and fee appear reasonable. Please let us know if you have any questions or comments. We look forward to working with you and the HMFH Team to incorporate this scope into the documents.

END OF MEMORANDUM



April 13, 2020

Ms. Lori Cowles, AIA
Principal
HMFH Architects
130 Bishop Allen Drive
Cambridge, MA 02139

Re: Arlington High School
HVAC System Redesign
Project No. 60-17-442
Additional Service Request #1

Dear Lori:

Thank you for the opportunity to submit this Additional Service Request (ASR) for the Arlington High School project. Our additional scope of work is outlined below. Please note that these services are not part of our original contract.

SCOPE OF SERVICES

The additional scope of work shall include the re-design of the central HVAC systems serving the classroom portions of the building. This is required as a result of the decision to eliminate geothermal cooling and heating. The additional work effort shall include the following:

1. Eliminate the geothermal water-source chiller-heater units.
2. Provide roof-mounted air-source hydronic heat pumps (chiller-heaters) to serve the classroom hot water and chilled water loops.
3. Provide electric boilers to provide supplemental heating during low ambient conditions.
4. Revise electrical design to feed the roof-mounted air-source heat pump equipment.
5. Revise the domestic hot water preheating system to be served from the heating hot water loop in lieu of separate geothermal water tor water heat pumps.

We anticipate that this redesign will require 2 weeks of additional time for the 60% CD submission and an additional 2 weeks between the 60% CD and 90% CD submissions.

COMPENSATION:

Compensation to Bala Consulting Engineers for the additional engineering services described above shall be a fixed fee of Thirty Thousand Dollars (\$ 30,000). A summary of our fees to date for this project is as follows:

Original Contract Value	\$ 2,682,500
Additional Service Request	<u>\$ 30,000</u>
Total	\$ 2,712,500

The terms and conditions of this ASR shall be the same as the original proposal dated May 31, 2019.

Arlington High School
EFP # 60-17-442-04 (ASR#1)
April 13, 2020
Page 2



Thank you for the opportunity to offer our services. If you concur with the above, please sign and return one copy of this letter to our office. This letter will then constitute an agreement between HMFH Architects and TMP Consulting Engineers, Inc., doing business as Bala Consulting Engineers.

Should you have any questions, please advise.

Very truly yours,

BALA CONSULTING ENGINEERS

HMFH ARCHITECTS

A handwritten signature in blue ink that reads "Kevin J. Caddle".

Kevin J Caddle, LEED AP
Senior Vice President

KJC

Accepted

Title

Date

cc: KDP, JRF, Acctg. – Bala

Arlington High School Building Committee
Finance Subcommittee Meeting
Thursday, April 30, 2020
Conducted by Remote Participation
4:00pm – 5:00pm

Meeting Minutes

Attendance:

Sandy Pooler, Mike Mason, John Cole, Brian Rehrig, Kate Loosian, Frank Callahan
Jim Burrows, Victoria Clifford, Sy Nguyen, Skanska USA Building, Inc.
John LaMarre, Consigli Construction Company

Call to order: 4:00pm

Sandy Pooler, Deputy 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.

HMFH Additional Services – Geothermal well change

- Skanska reviewed HMFH's proposal for Additional Services: Change to Mechanical System Design
 - o Cost of the mechanical and structural redesign as a result from the deletion geothermal wells – \$56,500
 - o Skanska recommended approval
 - o Sandy Pooler expressed frustration in that the cost could have been potentially avoided if the test wells were completed sooner
 - Skanska explained that the test well schedule was a result of the design process – the wells needed to be designed in order to begin the test well program
 - o Sandy Pooler asked how much the test wells changed from DD to 60%
 - Skanska to ask HMFH to follow up
 - o Brian Rehrig seconded Sandy Pooler's frustration. Asked why the contamination risk wasn't evaluated
 - Skanska answered that the contamination was always a risk factor, but the type of contamination found, and where it was found, was unknown based on the historical testing and the project testing
 - o Kate Loosian suggested pulling the meeting minutes to determine what the committee was told about the geothermal design process and the understanding of the unknowns
 - o John Cole agreed that he would have liked a better understanding of the steps of the process
 - o Mike Mason agreed with the group's frustration
 - o Skanska recommended looping in HMFH to discuss the process
- **Kate Loosian moved to postpone further discussion on the HMFH Additional Services Proposal for Changes to Mechanical System Design until HMFH can be brought into the discussion. Mike Mason seconded the motion.**
 - o **Sandy Pooler called a roll call vote:**
 - **John Cole: Yes**

- **Brian Rehrig: Yes**
- **Kate Loosian: Yes**
- **Mike Mason: Yes**
- Skanska to schedule a follow up meeting

HMFH Additional Services – Study and Design of Support for PV over RTUs

- Skanska reviewed HMFH’s proposal for Additional Services: Study and Design of Support for PV over RTUs
 - \$5,500 for the design study – on the table for approval
 - \$27,500 for the design if moved forward
- **Motion by John Cole to approve the design study of support for PV over RTUs for \$5,500. Seconded by Brian Rehrig.**
 - **Sandy Pooler called a roll call vote:**
 - **John Cole: Yes**
 - **Brian Rehrig: Yes**
 - **Kate Loosian: Yes**
 - **Mike Mason: Yes**

Moving Services – Menotomy Pre-school Move

- Skanska presented the Sterling Corporation Moving Proposal for the Menotomy pre-school move
 - \$9,998.00 if completed in one day (material and labor)
- Kate Loosian asked if Skanska advertised for proposals and if Sterling Corporation was the low bidder
 - Skanska answered that moving companies are pre-qualified by the state – there was no need to advertise
 - Skanska choose to engage Sterling due to their quality of work on previous projects
- Kate Loosian expressed having a good experience with Sterling Corporation on a Harvard project
- **Kate Loosian moved to approve the Sterling Corporation Menotomy Pre-School Moving Proposal for \$9,998.00 (not to exceed). Mike Mason seconded the motion.**
 - **Sandy Pooler called a roll call vote:**
 - **John Cole: Yes**
 - **Brian Rehrig: Yes**
 - **Kate Loosian: Yes**
 - **Mike Mason: Yes**

EBP#3 Review

- Consigli gave an overview of the to the EBP3 budget – total cost \$907,329

Change Order / Requisition Review

- Skanska presented a reoccurring monthly meeting for requisition review and approval
 - Skanska explained that if change orders are greater than \$100,000 it would require School Building Committee approval, if less than \$100,000 the Finance Subcommittee could approve
 - Skanska explained that requisitions need to be approved between the 8th and the 13th of every month for payment to the subs and for the MSBA monthly report
 - Kate Loosian asked if HMFH would review requisitions as well as Skanska?
 - Skanska answered yes, HMFH would be reviewing as well

- John Cole added that the Arlington Permanent Town Building Committee reviews all requisitions
- Sandy Pooler asked if there was an approval process, we could put in place that wouldn't slow down the process
 - Skanska to follow up on schedule scenarios
- John Cole suggested reviewing requisitions via email with the option to request a meeting to discuss
- Skanska presented a change order tracking log to serve as a tracking document for the committee and to be submitted to the MSBA
 - Finance subcommittee requested that the contingency table labeling is made clearer

Approval of Minutes

- **Kate Loosian moved to approve the 4/9/20 Finance Subcommittee Meeting Minutes. Brian Rehrig seconded the motion.**
 - **Sandy Pooler called a roll call vote:**
 - **John Cole: Yes**
 - **Brian Rehrig: Yes**
 - **Kate Loosian: Yes**
 - **Mike Mason: Yes**
 - **Motion unanimously approved**

New Business

- Brian Rehrig requested that the project website is updated with all finance subcommittee meeting minutes to date
 - Skanska to follow up with Karen Tassone

Brian Rehrig moved to adjourn. Kate Loosian seconded.

- **Sandy Pooler called a roll call vote:**
 - **John Cole: Yes**
 - **Brian Rehrig: Yes**
 - **Kate Loosian: Yes**
 - **Mike Mason: Yes**
- **Motion unanimously approved**

Meeting adjourned at 5:00pm