



Town of Arlington, Massachusetts
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Building Committee Minutes 3/16/2010

TOWN OF ARLINGTON
 MINUTES
 COMMITTEE MEETING
 PERMANENT TOWN BUILDING COMMITTEE
 Tuesday March 16, 2010

PRESENT: John Cole, William Shea, Robert Jefferson, Brian Sullivan, Mark Miano, Suzanne Robinson

ABSENT: Michael Boujoulian, Rob Juusola, Jeff Thielman

GUEST: Kevin Nigro - PMA
 Diane Johnson – School
 Peter J. Turowski - Turowski2 Architecture, Inc
 Bonnie DeSousa - Turowski2 Architecture, Inc

The meeting was called to order at 7:30 p.m.

Highland Station

Kevin Nigro presented three quotes for the commissioning of the Highland Station. There was an extended discussion on the advantages on hiring a commissioning agent; the committee voted 3 to 2 to hire the commissioner with the low bid. In order to obtain LEED certification, a commissioning agent is required.

Stratton School

Mr. Turowski presented a letter regarding his fee structures for the Stratton School repair project. Mr. Cole was going to review the fee proposal and then make a recommendation to the Town Manager. Mr. Turowski expressed concern over the short timing for Phase I of this project due to his prior time commitments. He suggested postponing Phase I to a later date. After the discussion the committee determined that postponing any part of Phase I would effect the second phase scheduled for 2011, the architect was urged to complete the project on the scheduled dates required.

Turowski2 Architecture, Inc Minutes:

1.01 Cost proposal was discussed after T2 left the meeting. There was discussion around the scope and schedule of work for Phase 1 – T2 proposal included breaking Phase 1 into A and B segments – Roof (and other) in summer 2010 and electrical following in Summer 2011 due to compressed time frame (electrical work could be difficult to design/bid and complete by end of summer 2010). Design for electrical will proceed immediately and the following will be considered; what are the options for working with scheduled vacations, can purchasing of the transformer be expedited by Arlington? Other options for getting electrical work into the first summer?

1.02 Building committee meets 1st and third Tuesdays of the month

1.03 Schedule: PT presented a timeline. Existing Conditions Survey Report will be delivered Tuesday April 20. Cost estimates will be available for May 18 Meeting. Advertising bids will begin May 19 (2 weeks for filed sub bids, general due one week later)

1.04 Notice to proceed on design will be issued by the 22nd. T2 will begin lining up work for next week.

- 1.05 PTBC wants the prices for contractors for June 3 in order to verify project cost going into Town meeting
- 1.06 Sealing of the windows scope should be structured as an alternate so that it can be included or excluded based on project cost
- 1.07 Consider doing Electrical as an alternate for cost management or schedule management (I don't understand how alternate will help manage schedule)
- 1.08 David Good is the technology Director. He should be contacted relative to the central data system upgrades. David Good - dgood@town.arlington.ma.us 781-316-3343. cc Diane Johnson on all communication with him.
- 1.09 There is no designated Owner's Project Manager for this project.
- 1.10 Mark Mianno suggested considering buying the roofing materials off state bid list. He has done this in the past for projects.
- 1.11 Assessment work is scheduled to begin on Thursday, March 24th.

These minutes serve as a record of discussions at the meeting on the date noted above. Please notify T2 Architecture in writing within 7 days if any exceptions are taken. They will thereafter serve as formal record of discussions and decisions. Turowski2 was excused before the meeting was adjourned.

The following invoices were approved:

Ammonson #1858	\$ 62,824.75
Community Safety Building	

Adjourned at 9:45pm.

Respectfully submitted,

Bill Shea