

Minutes Sherborn Library Building Committee February 5, 2018

Present: Alexis Madison, Adam Page, Roger Demler, Chris Kenney, Libby Yon, Richard Littlefield

Also Present: Elizabeth Johnston (Library Director), Mary Moore (Library Trustees), John Sayre-Scibona (Design Technique Inc), Peter Byerly (Beacon Architectural Associates), Jeff Waldron (Sherborn Advisory Committee), Sean Killeen (CMD Director/Facilities Manager)

The meeting was called to order at 7:08 pm. As both the Chair and Assistant Chair were absent, Libby Yon agreed to serve as moderator.

1. Approval of LBC Minutes

- It was moved, seconded, and voted to approve the minutes of the January 11, 2018 meeting.

2. Project Update

- Roof sheathing completed on the addition; all mechanical systems advancing.
- Five Star (FSBC) has not provided the promised schedule update showing progress as of 2/1/18. DTI will deliver verbal Notice at the next Owner-Architect-Contractor meeting on Tuesday 2/6/18 if the submittal is not received before then.
- Payment Requisition #13 in the amount of \$155,161.05 was discussed and a vote taken to recommend to the Trustees that payment be made. It was moved, seconded, and approved. The document had been previously reviewed by BAA, DTI and Chris Kenney.
- Sean Killeen requested that FSBC be directed to re-issue a “clean” copy of Requisition #12, previously paid. Apparently the copy used for payment contained extensive mark-ups and was difficult to read. BAA to ask FSBC.

3. Project Budget

- Project Budget updated to 2/5/18 distributed by JSS.
- The FSBC contract remains at \$6,969,670.
- Pending changes increased by \$139,709 with respect to 1/11/18, and is now forecasted to be \$241,232.
- Construction contingency is reduced by \$65,743 and is now zeroed out. Project contingency is reduced by \$73,966 with \$80,763 now remaining.
- No other changes were made to the budget forecast.

- Proposed Change Order #5 in the amount of \$2,505.61 (FSBC CR #26) was discussed and a vote taken to recommend to the Trustees that payment be made. It was moved, seconded, and approved. The Change Request pertains to painting underneath the existing fixtures which the subcontractor considers to be extra work; it was determined by the Architect that the drawings were not specific enough to direct the subcontractor to do the work without additional compensation. BAA to provide Narrative to incorporate into CO #5.
- Scott Septic invoice for pumping and inspection of the septic system was discussed. The investigation revealed no structural damage to the distribution box, the tank, or the leaching field piping. The tank itself was found to contain a substantial amount of heavy sludge which could not be removed by the pumping equipment. Sean Killeen noted that the tank cover has been exposed to heavy runoff from the construction site.
- The chandelier in the existing building has been determined to be noncompliant with current code (lack of grounding) and the electrical subcontractor cannot complete his work unless the fixture is rewired. JSS has received a quote from a reputable vendor (Acu-Brite Inc.) for the required repairs at a cost of \$1,568. It was moved, seconded, and approved to accept the Acu-Brite proposal and to proceed with the work.
- The “Tree Risk Assessment Report” received 2/5/18 from David Hawkins, Consulting Arborist (Urban Forestry Solutions, Inc.) was discussed. Mr. Hawkins recommends removal of the three trees in question. It was moved, seconded and voted to approve the removal recommendation and further that the recommendation and the report be communicated with the Planning Board.
- The Pending Change Log was discussed. The seven contractor Change Requests which have been added since the 1/11/18 LBC meeting were briefly reviewed by Peter Byerly. All were recently received, are currently under Architect review and as such have not yet been responded to. The seven CR’s total \$139,708.75 with the largest being CR #44B, “Option B – Ludoshake Roofing Tile Replacement” in the amount of \$64,600.90, followed by CR #51, “Coordination of added structural requirements at skylights” in the amount of \$43,567.05. In order to minimize impacts to project schedule, immediate issuance of a Construction Change Directive (CCD) to the contractor for the procurement of the roof tiles, prior to final completion of price and quantity negotiations, was discussed and agreed to.
- The status of the package to be submitted to DEP regarding the revised fire suppression storage tank location and other miscellaneous changes was reviewed by Peter Byerly. Comments from all concerned parties have now been resolved and final documents are expected to be ready for submittal either tomorrow 2/6/18 or Wednesday 2/7/18. BAA to provide FSBC a final set of the relevant drawings with “clouded” revisions as soon as possible such that pricing of the CPR #29 can complete.
- It was discussed that the revised emergency generator, now increased in size to accommodate the needs of both the library and of Town Hall, should be ordered as soon as possible as it is a long-lead item and need not wait until CPR #29 is

negotiated. Sean Killeen noted that an RFI on the generator is outstanding with RDK, mechanical designers; Peter Byerly to verify RFI status.

At 9:25 it was moved, seconded and voted to adjourn the meeting.

4. Next LBC Meeting

The next meeting is March 5, 2018.

Respectfully submitted,

Richard Littlefield