

**Minutes – Sherborn Library Building Committee  
1/14/2019, 7-9pm, In the Community Center**

LBC attendees: James Kolb, Chris Kenney, Adam Page, Libby Yon, Mark Brown, Roger Demler  
Trustees: Mary Moore, Hank Rauch  
John Sayre-Scibona, OPM  
Peter Byerly, Architect  
Elizabeth Johnston, Library Director  
Sean Killeen, Sherborn Facilities Manager

**Prior Minutes** Review 1/17/2019 minutes at next meeting.

**Management Plan**

Most of the meeting was devoted to plans to address the continuing performance failures of the construction contractors. 5 Star is the prime construction contractor. “They have never finished anything and have never done anything right.” is the statement by one attendee. Several ongoing problems were discussed and those are summarized in a later section.

Documentation

There will be a rolling documentation of these issues and outcomes that go back to at least the date that the surety company was notified. Formal rejection notices should be sent. The file should contain Just’s (on-site OPM rep) daily reports, architect’s reports, inspection reports, the OPM’s rejection notices, and other relevant documents. These files will also go to the Town Council for the surety company. Mary and John were to devise a form to use in all future performance error documentation. John will send a list to Peter this week of all the relevant documents that he has.

Oversight

Committee members, plus Sean and Elizabeth have invested many days in on site meetings with the contractors with little impact. Jim and others will meet on site this week to once again impress upon the contractor that his contract is in jeopardy and how we are documenting the deficiencies.

**Financial**

Latest Requisition

The LBC recommended to the Board a payment to 5 Star of \$121,780.23. The original req. was for \$228,112.59 before the OPM and Designers negotiated for a justifiable scope and costs.

Budget Update

Assuming a June completion, John would project another \$275K increase in the costs. Change orders by 5 Star could be around \$100K. The Eversource town hall transformer adds \$26K. The continued time extension would add \$141K for the OPM, leased space and storage. Realistically, \$300K-400K additional costs is likely as the schedule will slip more.

### Office Supplies and Equipment

John will propose that Office Resources, W.B. Mason, and Tucker Interiors be paid for the items that they have bought and are now storing.

### Builders Risk Insurance

So far \$41K has been paid for builders insurance and more will follow. This had been paid out of a Select Board account but should be folded into the project costs.

### Operating Notes

Smith and Wessel has been contacted to do a mold assessment.

Should have a new Three Week Look Ahead this week.

John has not seen any proof of payment to subcontractors. Pilgrim/drywall and the site contractor apparently will not return. No reasons given.

The IT scope lacks enough details to compare proposals. Three contractors have proposed various projects but lack details. John will bring in a fourth firm that he has great confidence that they will provide a complete system at a good price. Should be able to make a decision in a month.

The interior committee has requested a sample of the carpet that was first selected. A later plan selected a more expensive carpet system and they want to see if the increased cost still makes sense. Lead time on carpet is only 10 to 12 weeks so this is not on the critical path.

### Problems

This is summary of some of the issues discussed at this meeting.

5 Star continues to use some unskilled workers in place of specialized subcontractors.

The heat has worked intermittently but not over the weekend. The brick work may have been affected and the mason was laying more brick while the site was below freezing.

The flashing around the new skylight does not meet the spec. and drawings.

The building is not weather tight and 5 Star has not following the "Dry In" specs in the contract.

The duct bank was filled in before the fire suppression water pipe was pressure tested and before the thrust-block for the pipe was inspected by the engineer. Sean was on-site at the time and told them not to fill. This will need to be dug up. \$20K in the latest invoice for this was rejected.

5 Star has been told several times that they are not following necessary procedures and that the errors will have to be corrected.

There are many construction errors in the tile roof system. A portion of the front roof tiles will need to be removed to correct this.

The original interior woodwork has been damaged in several places by leaks from poor workmanship and errors. A salvage report will determine what can be saved.

The steel structure below the new addition's skylight is crooked. It is not practical to correct the steel but some careful carpentry should be able to hide this.