

## Municipal Building Design Committee Meeting Minutes

Thursday February 19<sup>th</sup>, 2015

Attendees: B. Farr, Z. Gordon, C. Lawrence, A. Nelson, J. Grenier, C. Palermo, T. Wood, B. DeLaBruere, M. Kasamatsu, J. Quinn, W. Shepeluk, A. Tuscany

Meeting commenced at 2:05 P.M.

### 1) Review of updates since the 2/5 meeting:

- Soil conditions with new foundation: J. Quinn spoke with the soil engineers who have determined that the soils located behind the Janes House (where new construction will take place) are loose and must be excavated to a level of 418.5' and then rebuilt in 12" loose lifts. The geotechnical report now requires fine crushed gravel pads under footings around the exterior parameter of foundation. The fill cannot be compacted well close to the existing stone foundation due to the vibrations of differing pressures. Concrete subcontractors in attendance of the site walkthrough earlier today were told that they will not be able to compact the fill mechanically within 50 ft. of the existing stone foundation. However, not all information will be available until the rear portion of the Janes House is demolished. A cost may be associated with this 50 ft. restriction as it may double the time required to compact the area closest to the foundation. This restriction will be part of the bidding process, therefore bids should reflect this restriction. This strategy of setting the 50 ft. restriction during the bid process is intended to allocate some of the liability of the compacting process onto the subcontractor in order to help the Town avoid change orders later in the construction process. The compacting process will be a trial and error process, for if a chosen method of compacting starts to vibrate the building, work will stop and a new compacting method will be selected and any additional cost will be paid for by the subcontractor. A Town consultant will determine if a subcontractor must stop the compacting work and the process will be closely monitored. It would be beneficial to explore unit pricing for different excavation depths and to identify adds and deducts. The firm installing the monitor on the Janes House foundation will need to be determined, Knight Engineering is a possibility. There were 21 subcontractors present at the site walk for the concrete, site work, and demolition bids.
- Location of energy recovery ventilator (ERV): It was decided that the Historical Society does not need a full dehumidifying system, but will instead have space for two stand-alone dehumidifiers if needed, which will be less expensive and still meet the needs of the space. This measure will reduce costs as well.
- Asbestos abatement process and schedule: The walkthrough of the Janes House for asbestos abatement subcontractors has been completed, bids have been received, and W. Shepeluk has been authorized by the Select Board to select the lowest bid. The Historical Society and Library will be completely moved out of the Janes House by Town Meeting Day (March 3<sup>rd</sup>). The asbestos remediation will take place after Town Meeting Day with a planned start for March 9. There was a \$22,000 budget

estimate towards the asbestos abatement process, however the overall cost was under budget totaling \$13,171. There is \$995 allocated for the first portion of project management, then \$10,191 allocated to the actual remediation, and \$1,985 budgeted for the second portion of project management and testing. Once the Library is completely moved out of the Janes House, the rear portion will need to be tested for asbestos as well.

- Permit status: The Town is waiting to receive a draft permit from the Act 250 District Commission. The Fire Safety permit application has been submitted and the Town is waiting for a decision.
- 4-hr vault rating vs 6-hr vault rating: When B. Farr submitted the Fire Safety Permit Application last week, the issue of the vault fire rating was discussed. A 6-hr fire rated vault is per code, however there is a provision that states a 4-hr fire rated vault can be requested if there is justification based on owner's risk. For this project, the 4-hr vault is adequate due to the sprinkler system; it is also the standard vault fire rating in the State of Vermont. Once Fire Safety issues the permit, the Town can go through a variance process, or possibly execute and verbal /written request for the exception to be made to allow a 4-hr fire rated vault. C. Lawrence has spoken to Ron Keith of DuPont Systems, and she will request his feedback regarding the 4-hr vs 6-hr fire rated vaults. C. Lawrence updated that she has received the shelving options for inside the vault and will make a selection soon. The current shelving plans include 11 shelving units that are 42' wide and 85' high, with a standing table with shelving underneath. C. Lawrence will review vault characteristics including lighting, outlets, humidity factors, and if there will be a locked space within the vault. After Town Meeting Day, C. Lawrence will visit town offices in South Burlington, Colchester and Milton to view vault examples.

2) Guaranteed Maximum Price (GMP) based on estimates: The current budget is the 50% Construction Design estimate. Several major changes have been made to the budget since the last Committee meeting. 48 square feet had to be added to the project. The site work section of the budget had to maintain the planned 9 catch basins. As required by the new geotechnical report, fine crushed gravel pads under footings and footing drains were added to site work. Due to the excavation needs of the project, three weeks of general construction were added to the budget. The Select Board voted to maintain the current budget for landscaping. The retaining walls were reduced from a 12 inch thickness to a 10 inch thickness, which reduced costs. Additionally, carpentry costs decreased and all studs will be wood studs. There were also some savings with window details as it was decided that 33% of the building's windows would be detailed and 67% of the windows would not be detailed. Hardwood slated ceilings and decorative columns were added at the main building entrance as well as at the library café. The cost of soffits were reduced, however the changes to wall siding increased the cost. It was decided that the entire roof would have membrane roofing, which is more expensive. The cedar breather will help air flow and will help maintain desired moisture levels in the building. Thus far the project has been designed using Marvin windows, which tend to be expensive. VIA will meet with the window distributor representatives and determine a window choice. There were some cost reductions in the finishings budget. The manual projection screen had an additional cost. The entire attic will be sprinkled. Plumbing, HVAC and lighting costs were reduced. Because subcontractor estimates were submitted

early, delayed construction time costs were reduced. Overall, the project is approximately \$95,000 over budget.

3) Bidding process –results of earlier walk-through and timeline for next steps: Subcontractor bids will be opened on March 5<sup>th</sup> at Design Committee meeting. J. Quinn will then review and evaluate the bids and make recommendations to the Town. The Select Board will choose the final vendors. ReArch will be able to finalize Guaranteed Maximum Price once bid numbers are received. The GMP review will be released on March 10-11 and following that the Select Board will give ReArch permission to proceed with construction contracts. The new Select Board members will need to be briefed on the project and the construction process. The final bid package will be released once the final CD set is completed by A. Nelson (mid-March). The final construction costs will be available in early April. There should not be any financial risks associated with making the subcontract award in the event that there are permitting complications as ReArch will ask subcontractors if their bid price will change should a scheduling issue arise.

4) Other business:

- Builder's Risk: W. Shepeluk has a meeting tomorrow to discuss questions regarding the foundation.

- Once subcontractor bids are submitted, more formal budget discussions will continue with the Select Board.

- Once project construction begins, there will be weekly on-site meetings with core Committee participants (potentially W. Shepeluk, B. Farr, A. Tuscany, A. Nelson, J. Hoag, and J. Quinn). If an issue arises that concerns the entire Committee, the larger group will meet.

- Neighborhood meetings: There should be one initial kick-off meeting prior to beginning construction where neighbors can be given J. Hoag's contact information. J. Hoag can also go into the community to speak to the community and can schedule neighborhood meetings as he sees fit.

- There should be a groundbreaking ceremony scheduled as we get closer to April.

The meeting was adjourned at 3:22 P.M. The next meeting will be held on Thursday, March 5<sup>th</sup> at 2:00 P.M. at Saint Leo's Hall, 109 South Main St., Waterbury.