

Town of Plymouth
BUILDING COMMITTEE MEETING
September 14, 2023

The Chairman, David Peck called the Building Committee meeting to order at 6:30 P.M. Members present were, Eugene Blanchard, Thomas Fugazzi, Tim Grandy, Megan Marble, Tracey Marquis, and Robert Morgan. Members Absent: David Malaguti and Luis Pizano.

Staff in attendance included: Neil Foley, Fire Chief; Bill Coyle, DPW Director; Adam Blaisdell, School Administrator; Matt Durkee, Facilities Director Schools; Sandy Strassel, Procurement Officer; Jackie Tobin, Administrative Assistant Procurement.

Guests in attendance included: Mark Saccoccio, Saccoccio & Associates.

*Disclosure: These minutes are not verbatim – they are the secretary’s interpretation of what took place at the meeting. – Open Meeting Law, G.L. c. 30A § 22.
 All materials presented during this meeting are available in the Procurement Office.
 Administrative Business – May include topics not reasonably anticipated by the Chair 48 hours in advance of the meeting.*

Reorganized

David Peck	Chairman	Tim Grandy motioned, Tom Fugazzi 2 nd the motion, unanimous.
David Malaguti	Vice Chair	Tom Fugazzi motioned, Tim Grandy 2 nd the motion, unanimous.
Megan Marble	Clerk	Tom Fugazzi motioned, Tim Grandy 2 nd the motion, unanimous.

School Roof Updates:

Adam Blaisdell (AB): Concerned we would not be able to open in time for school. It took several visits from the Fire Department and Building Inspector, exits at Indian Brook were questionable. Greenwood was forced to install overhead protection before school could start. There was a lot of missing overhead metal flashing around the doors. We had to stop all work to make sure it was done, or the school would not open. Greenwood was not happy to be put on hold.

Matt Durkee (MD): There are issues with the roof progress. The edge flashing was held off to a second shift and weekends to be done while the school was unoccupied. Of the three projects what stuck out to me the most when I started was the height of the HVAC units, job one is always to raise the units to achieve the eight inches of flashing around them. That was not done, seeing a lot of under the membrane protrusions, I thought it was fasteners, but it was old roofing. Discussions on how they are going to go about repairing it have taken place. Greenwood has started to chase their tails on this project because the HVAC units weren’t raised, as the roof is coming up the units remain at the same elevation causing issues with the plumbing, gas lines, and the drains out of the units. They are working through this process now. My big question remains where is the documentation? Greenwood has not shown us that paper trail. It’s our goal to have secure roofs at all of these facilities. The roof warranty doesn’t do anything if it’s leaking. We are working through the wording of this contract now for clarity.

They are finally submitting RFI with the proper documentation but, I'm more worried that the HVAC units have not been raised.

David Peck (DP): I suggested at the last meeting we hold back enough contingency so if we are not happy, we can do it ourselves. They said in July they had an approved detail for the HVAC, we asked for it they said they submitted documentation to the architect, and he hadn't seen it yet. Bottom line they don't have 8 inches, and you need it for rain and snow.

Tracy Marquis (TM): 8 inches is not building code it is best practice. They need to check the manufacture's wording.

Tim Grandy (TG): It should be in the original specs what is required. For extra work there should be change orders that need to be signed by the project manager. Are the gas lines exposed?

MD: Yes

TG: That means the gas lines need to be raised as well. It should be the responsibility of whoever is running the project to ensure these things are being done with the proper specifications.

Tom Fugazzi (TF): That is my issue as well. We have been paying for over a year to the project manager, we shouldn't be chasing this down that is their job.

DP: A reminder, the Town did not pick the project manager or the architect because of funding from the state, MSBA did. I'm not sure we have the best team in place and then we have a contractor that is underperforming. Speaking for myself, I have been disappointed with the OPM.

Tim Grandy (TG): Where are we financially with paying the project management team? Do we have funding in place to replace the mistakes that have been made if we have to go outside the contract?

Sandy Strassel (SS): The original contract amount for Colliers is \$580,000. To date we have paid them \$520,171.50, including the invoice submitted today. \$356,266.70 was paid prior to today's invoice.

TG: What's the avenue if we decide not to approve these invoices tonight?

DP: Matt feels they are scrambling now. Do we send a message to Colliers saying we are going to hold this invoice, I'm not sure where they were hired by MSBA. I'd be inclined to pay the contractor bills but not the OPM.

TF: Is Colliers trying to handle the problems?

MD: Colliers is but there is confusion and finger pointing.

AB: When I dealt with them, I was calling Greenwood directly not the OPM, they were not picking up the problems.

DP: The responsibility of the OPM isn't to run the job but to watch the performance of the architect and the contractor. I just don't think this OPM representative is doing it. We should wait until we get an update from school facilities, see if there is sufficient recovery by the OPM, so they know we are disappointed.

MD: My concern with paying the remaining almost million dollars to the contractor is I've reached out to HVAC companies to see what it would take to get the units up, some of them are at 2-3 inches. If the will of the town is to fight for these units.

TM: It should be clear in the contract if a curb was included or not, should have a separate detail. It should be on the architect.

TG: Let's get Colliers in here and get some answers for what needs to be done.

Eugene Blanchard (EB): The invoices claim that West is 100% complete, do we have the problem with all three schools.

MD: The problem is with all three schools. We are not 100%.

Mark Saccoccio (MS): Most warranties require the minimum curb height, so you must be careful. You can't be 100% without the warranty.

DP: Since July they have stated to have an alternate approved detail for this, which they said would be submitted to the architect and GALE. I don't think they ever did.

MD: I spoke with Greenwood because I've overheard that we aren't going to get the warranty. They are now raising two roof top units to get it.

DP: I think we should hold the whole invoice, at least for a couple weeks. Let them show us they can catch up.

AB: For the contractor, she sent applications dated September 14th, totaling around \$558,000. I would hold those.

Megan Marble (MM): I would only vote yes on Colliers if we scheduled an emergency meeting, so we can hear firsthand.

TG: Motion to put a hold on the Colliers Invoice.

TM: 2nd the motion to hold.

DP: All in favor, approved. Hold until schools recommend the OPM has been delivering. This committee will schedule a special meeting or wait until next month's meeting.

Invoices submitted for approval:

Vendor	Invoice Number	Amount	Approvals
Colliers	0000880650	\$163,904.73	Bill Held
Greenwood Industries	Federal Furnace Application #2	\$27,762.32(Retro)	Tom Fugazzi motioned to approve, Bob Morgan 2 nd the motion, unanimous approval
Greenwood Industries	Indian Brook Annex Application #2	\$273,644.51(Retro)	Tom Fugazzi motioned to approve, Tim Grandy 2 nd the motion, Tracy Marquis apposed.
Greenwood Industries	Federal Furnace Application #4	\$910,892.06	Tom Fugazzi motioned to approve, Eugene Blanchard 2 nd the motion, Tracy Marquis apposed.
Greenwood Industries	West Application #4	\$336,812.24	Bob Morgan motioned to approve, Tom Fugazzi 2 nd the motion, Tracy Marquis apposed.
Greenwood Industries	Indian Brook Application #4	\$441,526.80	Tom Fugazzi motioned to approve, Tim Grandy 2 nd the motion, Tracy Marquis apposed.
Greenwood Industries	Indian Brook Annex Application #4	\$290,109.96	Tom Fugazzi motioned to approve, Tim Grandy 2 nd the motion, Tracy Marquis and Megan Marble apposed.

DPW:

DP: Welcoming the new DPW director Bill Coyle.

Bill Coyle (BC): 22 Mary B Lane, the owner of the property approached the Town to see if there is interest in purchasing it. It is immediately adjacent to the DPW property, we are interested. We will be going to Town meeting for \$25,000. \$10,000 will be for appraisal, \$11,000 for design plans, leaving a \$4,000 contingency. We did a walk-through last week, there is a good possibility that the property will serve our administrative needs. It's very early in the process. For operational purposes I feel it would benefit the departments and the public to have us all under one roof. Weston and Sampson will be developing the concept plans for us. My goal is to attend next spring or fall town meeting for this project.

Fire Station Updates:

(Update packet provided)

Station No 2- Phase II:

MS: Site work has been stalled; Site Tech has walked off the job due to disputes with the general contractor. We are in negotiations now and should have a new site contractor by Monday, either Speakman or Roy. Roy is currently on at station 5 as well. This is a contractor not a Town issue.

All in all, we are still making progress. The windows are on schedule for October.

Still planning on a late November completion date ahead of the December completion deadline.

Line 41 of CO#8 Relay switch required to eliminate stove pilot issues.

Line 44 of CO#8 Remove pavement sub-base, install 3" gravel for drainage.

Station No 5:

MS: Site work sub grade is done; some drainage and utility work is done. We are basically three months ahead of schedule. Reuse of the gravel was approved to be used as backfill as of today.

We've hit a wrinkle. The internal water is taken into the floor drains to a tight tank, by definition closed, and is then pumped. On every project we have written a specific note regarding this tight tank. The plumbing contractor didn't carry it, he interpreted the note as the tight tank was existing not new. Rick met with the plumber yesterday to look him in the eye to see if it was truly missed. We do believe him. We are recommending a change order to pay him. We have language in the contract that says he owns it, he told Rick he can't afford to own it. It could have been clearer in the documents but that same wording was used for station 2. He is putting it in at no additional cost. Rick and I believe it was an honest mistake.

DP: Neil are you happy with the projects?

Neil Foley (NF): Yes, I think we have good progress and communication.

DP: Christmas Tree?

MS: We have found a 22-foot spruce. Installation will be towards the end of the project. We will be adding a fence along the common property line.

Station No 4:

MS: We are starting design. Attending fall town meeting for approval to accept the land.

Invoices and Change Order submitted for approval:

Vendor	Invoice Number	Amount	Approvals
Seaver	Application #13 (Station #2)	\$700,554.00	Tom Fugazzi motioned to approve, Tim Grandy 2 nd the motion, unanimous approval.
Seaver	CO#8 Line 41 (Station #2)	\$1,891.14	Tom Fugazzi motioned to approve, Bob Morgan 2 nd the motion, unanimous approval.
Seaver	CO#8 Line 44 (Station #2)	\$15,812.69	Tom Fugazzi motioned to approve, Tim Grandy 2 nd the motion, unanimous approval.
Seaver	Application #3 (Station #5)	\$192,613.00	Tom Fugazzi motioned to approve, Tim Grandy 2 nd the motion, unanimous approval.

Seaver	CO# 2	\$69,982.50	Tom Fugazzi motioned to approve, Tim Grandy 2 ^{ns} that motion, unanimous approval.
Saccoccio & Associates	21002-27	\$33,659.04	Tracy Marquis motioned to approve, Tom Fugazzi 2 nd the motion, unanimous approval.
Saccoccio & Associates	CO #6	\$16,269.00	Tracy Marquis motions to approve, Tim Grandy 2 nd the motion, unanimous approval.
Pomroy	PFDSR-027	\$33,252.50	Bob Morgan motioned to approve, Tom Fugazzi 2 nd the motion, unanimous approved.
Briggs Engineering	0024478	\$494.00	Tom Fugazzi motioned to approve, Tim Grandy 2 nd the motion, unanimous approval.
Briggs Engineering	0224433	\$359.00	Tom Fugazzi motioned to approve, Tim Grandy 2 nd the motion, unanimous approval.
Grainger	9765209342(Retro)	\$1,283.06	Bob Morgan motioned to approve, Tim Grandy 2 nd the motion, unanimous approval
Graybar	9332835044(Retro)	\$329.05	Tom Fugazzi motioned to approve, Tim Grandy 2 nd the motion, unanimous approval.
Graybar	333377593(Retro)	\$1,478.30	Tom Fugazzi motioned to approve, Tim Grandy 2 nd the motion, unanimous approval

Next Meeting October 12, 2023, at 6:30 P.M.

Adjourn 8:26 P.M.

Respectfully Submitted,

Jackie Tobin

Administrative Assistant – Procurement

Minutes Approved 10/12/2023