



KEENAN + KENNY ARCHITECTS, LTD.

## MEMO OF BUILDING COMMITTEE MEETING NO. 35

### BID AND CONSTRUCTION PHASE

PROJECT: Oak Bluffs New Town Hall  
DATE: **Tuesday, June 12, 2018**  
LOCATION: Oak Bluffs Town Hall  
56 School St.  
Oak Bluffs, MA 02557

#### ATTENDING:

Bob Whritenour, Town Admin	Richard Toole, THBC
Bill McGrath, THBC Chair	Colleen Morris, THBC
Steve Auerbach, THBC	Gail Barmakian, Selectman
Jason Balboni, THBC	John Lolley, P.E.
Alice Butler, THBC	Joe Sullivan, DPI
Joan Hughes, THBC	John Lebica, DPI
Marilyn Miller, THBC	John Keenan, K+K Architects
Chuck Sullivan, THBC	Antonia Kenny, K+K Architects

The following is a record of the above referenced meeting:

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#### **OLD BUSINESS**

- 26.04 Notifications Board at Entrance: Bill McGrath is researching. Travis notes display board needs to be registered with State.
- 27.06 Library shed - John Lebica to talk to Allyson Malik at library regarding moving shed for duration of construction. Need approved location to move to.
- 30.04 E One pump at Library. Done - need As-Builts for connections/location and written acceptance from J. Montieth, OB Sewer Dept.
- 33.01 K+K reviewed a proposed list of deletions to the project. Joe S. recommended K+K return with a comprehensive list and costs associated for the Committee's review. **See New Business.**
- 33.02 Temporary Facilities: The Town offices will not move to the temp. facilities until they have a hard number on cost reduction. It was decided that it would be unwise to move without one and Selectman approve.
- 33.03 It was noted that there are still costs that are not in the General Contract that need to be included (eg. Landscaping and AV equipment) in the final budget.
- 34.01 Bids for Hazmat & Demolition (by Owner - Daedalus & K+K) can be requested during Filed Sub-Bid phase and should require a tight schedule and timeline which must be adhered to.
- 34.03 Hazmat permitting and D.E.P. review may take 2-4 weeks.
- 34.04 Re-bid Schedule proposes an October construction start:
- General Bids Due: Thursday, Sept. 6, 2018 at 2:00 p.m. **Electronically to Andrew T. Johnson.**
    - 3 weeks (Labor Day 9/3)
  - Filed Sub-Bids Due: Thursday, August 16, 2018 at 2:00 p.m. **K+K Office, Falmouth.**
    - 4 weeks
  - Bidding Start: Thursday, July 19, 2018.
- 34.05 Keep Add Alternate for Library steps. **Delete Add Alternate for Generator Transfer Switch.**

**NEW BUSINESS**

- 35.01 K+K provided a list of deductions that was reviewed by DPI and RLB, the two cost estimating firms, and reconciled to provide savings from \$1,702,900 (DPI) to \$1,970,000 (RLB). Attached to this Meeting Memo is a “Description of Revisions and Deletions” that was the basis for the cost savings. Also attached is a Comparison of the items as estimated by DPI and RLB.
- 35.02 The Committee requested that infrastructure be installed for future:
- Security at doors
  - Conduits for electrical needs to future shed dormer and PV array.
  - Roof structure for ease of raising shed dormer.
- 35.03 Committee members noted that some items were deducted to save Contractor OH&P, but would still need to be added back, including:
- HazMat removal
  - AV equipment
  - Security equipment
  - Landscaping
- Joe S. will review and revise Project Budget to address add-backs and contingency amounts. Rough estimate for HazMat and Demo was \$150,000 and Landscaping was \$40,000.
- 35.04 Building and site elements not yet affected by the revisions are the Building exterior (excepting exterior aluminum doors and deletion of shed dormer), Meeting Room, and acoustic values. If necessary, further changes could be made to the Meeting Room and exterior insulation system.
- 35.05 The Committee voted to move forward with bidding, pending Selectmen’s review, as per the timeline noted in Mtg. Memo 34.04. Filed Sub-bids will be received at K+K’s office in Falmouth and General Bids received electronically to Andrew T. Johnson to avoid Island delivery issues.
- 34.06 Next meeting will be on **Wednesday, June 27**, at 9:30 a.m.

Submitted by:

John J. Keenan, R.A.

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cc:	Bob Whritenour	Wayne Mattson	Joe Sullivan	John Lolley
	Bill McGrath (for distribution)	Tom Lee	John Lebica	