



KEENAN + KENNY ARCHITECTS, LTD.

MEMO OF BUILDING COMMITTEE MEETING NO. 36

BID AND CONSTRUCTION PHASE

PROJECT: Oak Bluffs New Town Hall
DATE: Wednesday, June 27, 2018
LOCATION: Oak Bluffs Town Hall
56 School St.
Oak Bluffs, MA 02557

ATTENDING:

Bill McGrath, THBC Chair	Richard Toole, THBC
Steve Auerbach, THBC	Walter Vail, THBC
Jason Balboni, THBC	Karen Finley, THBC
Alice Butler, THBC	Joe Sullivan, DPI
Joan Hughes, THBC	John J. Keenan, K+K Architects
Marilyn Miller, THBC	Antonia Kenny, K+K Architects
Jim Dearing, THBC	

The following is a record of the above referenced meeting:

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.**
- 33.02 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: **See New Business.**
- 34.05 Keep Add Alternate for Library steps. Delete Add Alternate for Generator Transfer Switch. **See 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 **and General Bids** will be received at K+K's office in Falmouth to avoid Island delivery issues.

NEW BUSINESS

- 36.01 Bill McGrath received a letter from Adam Turner at the MV Commission stating that he had conferred with Ewell Hopkins at the O.B. Planning Board and they determined that the changes do not require review by the Commission or the Planning Board.
- 36.02 Bill McGrath noted that the Selectmen received information on the deductions at their meeting. The Finance Committee was also informed and a member had concerns about building on a slab. J. Keenan noted the slab was on a vapor barrier, that all spaces had conditioned air, and there was perimeter drainage around the whole building.
- 36.03 K+K reviewed plan changes for cost savings:
- deletion of the Lower Basement
 - deletion of the Second Floor shed dormer
 - porcelain tile and wood flooring replaced by LVT.
 - no wood base except at halls and Meeting Room
 - no wood acoustic tile except at Meeting Room
 - no ceramic wall tile at Toilet Rooms
 - delete all office sidelights, leave sidelights and full glass doors at Meeting Rooms only
 - millwork - delete cabinets and shelving, provide only counters with ADA compliant sinks (where indicated)
 - Proposal to change to Windsor One (30 yr. warranty) vs. P5 wood exterior trim - the Committee overturned this change back to P5 or equal (they did not have confidence in the finger jointed material).
 - metal door frames in lieu of wood with wood trim. The Committee deleted the wood trim, specify hollow metal frames only.
- 36.04 With all office door sidelights removed, the Committee requested ¾ glass doors at the Offices. Doors next to full sidelights at Meeting Rooms will remain full glass. Note: All glazing in doors must be safety glazing.
- 36.05 The Committee requested all Add Alternate for PVC trim with plugged holes, no paint in lieu of P5 (wood). The PVC trim will be Add Alternate No. 1, the exterior steps between Town Hall and the Library will be Add Alternate No. 2.
- 36.06 Invoices approved:
- | | |
|--|------------|
| • White-Lynch paving at the Temps. | \$8,745.15 |
| • Advance Lock and Key: vault at Police | \$600.00 |
| • Powers Electric: power for Temp Trailers | \$9,265.00 |
| • Powers Electric: wiring of E One pump | \$2,401.98 |
| • Daedalus OPM: | \$2,000.00 |

36.07 Latest Schedule is attached: June 27, 2018 (revised). Notes:

- HazMat to start 9/7: must file w/DEP 2 weeks ahead, pay contractor to file ahead and begin work 9/7 (1-2 weeks to abate 9/7-9/21), Daedalus to obtain bids.
- Vault: removal needs to start 9/7-9/15
- Demo: bid requests - needs to have schedule included. Send out 7/18, back on Aug. 15. Daedalus to obtain bids.
- OBTH Move: 9/11-9/13.
- Travis to transfer phones: 9/7 to 9/10
- K+K to send Ads to Alice in July for bid publication in local papers. Sent 6/28/18.
- DPI to send Ads to Central Register for publication on July 11. Bid estimate will be \$7,750,000.

36.08 Next meeting will be on Wednesday, July 11, at 8:00 a.m.

Submitted by:

Antonia A. Kenny, R.A.

KEENAN + KENNY ARCHITECTS, LTD.

cc: Bob Whritenour
Bill McGrath (for distribution)

Wayne Mattson
Tom Lee

Joe Sullivan
John Lebica

John Lolley



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Oak Bluffs New Town Hall: Current Project Schedule

June 27, 2018 (revised)

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| A. Bid Documents Available: | Wednesday, July 18, 2018 at 1:00 p.m. |
| B. Pre-Bid Site Visit (Non-Mandatory): | Thursday, August 9, 2018 at 10:00 a.m. |
| C. Filed Sub-Bids Due: | Thursday, August 23, 2018 at 2:00 p.m. at K+K Office |
| D. Bids for Hazmat Remediation & Demo: | Start of Bidding: TBD* |
| E. General Bids Due: | Thursday September 6, 2018 at 2:00 p.m. at K+K Office |

* Separate bids must be requested and received **by August 15, 2018**