



KEENAN + KENNY ARCHITECTS, LTD.

MEMO OF BUILDING COMMITTEE MEETING NO. 38

BID AND CONSTRUCTION PHASE

PROJECT: Oak Bluffs New Town Hall
DATE: Thursday, August 9, 2018
LOCATION: Oak Bluffs Town Hall
56 School St.
Oak Bluffs, MA 02557

ATTENDING:

Steve Auerbach, THBC
Bill McGrath, THBC Chair
Jim Dearing, THBC
Alice Butler, THBC
Colleen Morris, THBC

Walter Vail, THBC
Joan Hughes, THBC
Chuck Sullivan, THBC
Joe Sullivan, DPI
John J. Keenan, K+K Architects
Antonia Kenny, K+K Architects

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. Joe S. will talk to Farrissey for as-builts. **Working with John Lolley.**
- 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.
- 35.03 Committee members noted that some items were deducted from General Contract to save Contractor OH&P, but would still need to be added back, including (all by Owner):
- Demolition
 - Bike Racks
 - 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.
- 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. K+K re-sent Invitation to Bid to Sheetal, cc'd Alice B., Joe S., Bob W., Bill M, on 7/11/18 to prepare Ads for local paper publication.
 - DPI to send Ads to Central Register for publication on July 11. Bid estimate will be \$7,750,000.
- 37.03 Committee request to add a speaker for area to receive Main Meeting Room overflow. Note: Bob W. to assist in designating area for overflow. Provide by addendum or during construction.
- 37.04 Committee requested add simulated stone veneer to retaining wall at rear mech. pad retaining wall - presently wall is exposed concrete without veneer. Provide by Addendum or during construction.

NEW BUSINESS

- 38.01 See attached Project Schedule, Revised July 30, 2018.
- 38.02 Hazardous Materials Abatement and Demolition Bids will be received on August 23, 2018 at K+K's office at 11:00 a.m. Plans have been received by 14 planholders from the A.T. Johnson website.
- 38.03 Filed Sub-bids will be received August 23, 2018 at K+K's office at 2:00 p.m. General Bids will be received September 6, 2018 at K+K's office at 2:00 p.m.
- 38.04 Total project expenditures have been \$677,391.00. K+K to provide breakdown of their invoices for all items so project cost can be updated.
- 38.05 Invoices approved by the Committee:
- \$628.00 Spigot and pipe insulation at Temp. Facility
 - \$4,290.00 Keenan + Kenny Additional Services - Demo + HazMat separate bids.
 - \$1,361.50 Keenan + Kenny Reimbursables: Plan printing and travel expenses. (approx. 12 mo.)
 - \$8,000.00 Daedalus: Feb, 2018
 - \$8,000.00 Daedalus: April 2018
 - \$9,422.64 Doll Elec - Temps approved in May (Note: \$2,935 approved in May to be taken out of Modulease contract).
- 38.06 Non-mandatory walk-through for all bidders was held at 10:00 a.m.: one local bidder for ESS attended and two persons from Delbrook/JKS. Comments to be addressed: establish the grade after demo for the site contractor and define how the slope of the bank should be graded.
- 38.07 Next meeting will be Wednesday, Sept. 12 at 9:30 a.m. at the O.B. Town Hall Meeting Room.

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

August 27, 2018 (revised)

- 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 Due: Thursday, August 23, 2018 at 11:00 a.m. at K+K Office
- E. General Bids Due: **Thursday Sept. 13, 2018 at 2:00 p.m. at K+K Office**