

MEMO OF BUILDING COMMITTEE MEETING NO. 66

CONSTRUCTION PHASE

PROJECT: Chilmark Firehouse and EMS Headquarters
DATE: July 26, 2023
LOCATION: Chilmark Town Hall
ATTENDING: Bill Rossi, Chairman
Tim Rich (arrived at approx. 11:08 am)
Chief Ben Retmier, EMS
Chief Jeremy Bradshaw, Fire
Tim Carrol, Town Administrator (arrived late, time not noted)
Billy Dillon
Alison Kisselgof
Ron Burson (and son)
Tom Shevory, DBJKS(virtual)
Craig Gabri, DBJKS(virtual)
Kristin Golden, DBJKS(virtual)
Michael Owen, CHA
Aditya Modi, CHA
Antonia Kenny, K+K Architects(virtual)
Jerry Thiboutot, K+K Architects(virtual)

The following is a record of the above-referenced meeting.

Discussion:

1. Meeting called to Order.
2. Bill noted that a quorum was present.
3. Meeting Minutes No. 64 and 65; reviewed and approved.
4. Chairperson Update (Bill Rossi):
 - a. Noted that it was a pleasant ceremony last week. Thought it was good for the Town.
 - b. Punch list is still being worked on; Billy D noted the punch list is moving along.
 - c. Bill R noted Billy D only has a couple of weeks left on this project, Billy D said he would be around to oversee the punch list items to their completion.
5. K+K update:
 - a. Antonia agreed with Bill Rossi about last week's ceremony.
 - b. Antonia noted that both buildings look great.
 - c. She commented on the landscaping, she noted her concern with making sure it gets watered. Bill R let the Committee know that he has seen the landscapers have been on site watering the landscape and was happy to see they are following through.
6. CHA update:
 - a. Mike O noted everyone is continuing to work forward on the completion of this project, he noted a couple of items that are being worked on.
 - b. Mike O also noted it has been a pleasure working with everyone on this project.
 - c. Mike O noted that both buildings are insured with the help of Tim Carroll.

- d. Adi shared the current Project Budget, see attached for shared presentation. Adi reviewed the Current Budget with Committee.
- e. Adi reviewed Change Order Summary, see attached shared presentation.
- f. Adi shared the latest PCO Log which the Committee needs to consider for the next Change Order.
 - i. COR 77 Overhead Door Limits Adjustment \$2,656.65; Tom S reviewed changes / fixes to overhead doors; he noted they seem to be working properly. Chief Retmier noted they haven't been onsite fully yet. Chief Bradshaw noted that he was onsite when the company was at the Fire Station and noted they just tightened some cables and thought the price might be high. Chief Retmier noted there was more work at his building. Bill R asked if they needed to be fixed because of installation issues or because of something else. Chief Retmier added his understanding. Tom S noted that because of the height of ceilings and the reduced / short radius of these doors, the tension gets released and the cables come off the spool. Bill R asked if it was a warranty item or a change needed. Tim R noted that the opening size and the door should match; he asked shouldn't it be the installers issue that they had to come back to adjust it because it wasn't installed correctly. Mike O noted that due to the radius of the track it was a torsion bar issue with the cables. Tom S further explained that back in March the style of operator recommended by the installer was a trolley style opener vs the one K+K designed (side mount operator). The door company said they warned that this type of system could be a problem. Tim R asked about the decision made to go with the wall type system, Bill R explained the Committee chose to go with the system installed. Billy D agreed it was an issue with the ceiling height. Tim R said he is very concerned about the costs of these items that they shouldn't be paid for by the taxpayers.
 - ii. COR 58 EMS Fire Protection Soffits – 3 locations over 3 doors, the piping needed to drop below the ceilings; DBJKS provided an option of simply painting the exposed pipes, it was decided to enclose them with bulkheads. Billy D added that Exit signs needed to be lowered due to this change. Mike O explained how we got here; it was noted by a couple of folks, this was an aesthetic issue and the Committee decided to conceal the pipes. The price has been lowered from the original number that was provided to complete this work; the reason it is being discussed now is because DBJKS has returned with a revised cost / fee for these items at the request of CHA (Mike O).
 - iii. COR 74 Fire Station Gear Locker – cost to install lockers.
 - iv. COR 75 Asphalt Berm at EMS Drive – Billy D explained the need for a berm at the EMS site after reviewing issues with VLSEs Reid Silva.
 - v. COR 78 Stair Angles for Lighting – Mike O reviewed, angles not originally included in the design, needed to be modified to mount the lights. Mike O noted that the cost to correct the angles by the subcontractor is not being paid for by the Town and is not included in this COR. Antonia discussed why these angles were added, during a previous Building Committee meeting Tim Carroll noted his concern about not having the stairs fully lit, even though K+K had confirmed with the electrical engineers that there would be enough light coverage without these angles and lights. The Building Committee chose to move forward by adding these angles.
 - vi. Tim R voiced his concerns about additional costs added to this project on items that should have been included in the design and that by adding these items during construction has cost the taxpayers more money at the end of the day. Bill R said

that this committee has discussed each issue that came up throughout the project. Bill further noted that some of the decisions have been made to keep the project moving forward and with minimal issues. Mike O discussed the contracts that have been included throughout this project and noted that the State of Massachusetts bidding and procurement have added to costs on this project that isn't experienced in any other state in this country. Mike further discussed how each company associated with this project works under prevailing wages and numbers set forth by the State. Mike explained that this Building Committee could take an alternative path and involve legal actions if necessary but felt that the team has worked hard to keep everyone working together and has worked through each problem. Mike further noted that there are a lot of things discussed outside of this Committee to negotiate issues to make the overall project work. Tim R noted he appreciated the comments from Mike but was still concerned about the taxpayers in the end paying more money. Mike O explained that he's worked on contentious projects and said they aren't easy and take a lot of time and money to fight them. Mike O went on to say that an Integrated Project Delivery type of system is being embraced throughout the country but not as much here in Massachusetts. He further noted the process of Design, Bid, Build has many issues, but this problem goes up to the State level which is a fight that has been fought for years. Tim R noted that before construction began the taxpayers paid almost one million dollars to ensure that there would be no issues during construction. Bill R explained that he has had many discussions with Mike O throughout the project, particularly about budget and work completed / being worked on. Chief Bradshaw wanted to note that he feels like he has received a great building through this process. Mike and Tim discussed further that there are issues with the System within this state and how projects work. Chief Bradshaw further noted that he thinks they had a great team working on this project. Tim R said he agreed with the Chief and wanted to note that others should make errors right, he is looking out for the taxpayers; he further noted that he could not be happier with the end results. Both Bill R and Mike O noted that they haven't dismissed Tim R's comments throughout the project and appreciated them and listened to them.

- vii. Vote on 5 change orders: (Adi reviewed what would be remaining should this vote passed, see attached presentation). Chief Bradshaw made a motion to approve, someone seconded the motion, all voted to approve the motion.
- viii. Tom S was asked to review any outstanding items still to come, Tom noted there were site signs, some that were included in the project, and he reviewed any additional ones requested to be added to the project. Tim C noted that perhaps we should only purchase those that are included in the contract; Tom S reviewed those with the Committee.
- ix. Chief Retmier updated the Committee about the installation of the Oxygen system, the company he spoke to are simple pipe fitters; Billy D noted he may have someone that might be able to help with this. Mike O noted finding someone that could help has been challenging. Billy D explained that it is a specialty working with oxygen systems; Tim C and Billy D discussed talking to folks at the hospital for suggestions for installers, Billy D has already been working on that angle.
- x. EV Chargers update from Mike O, he is still working with Eversource to find out how much money would be granted; his goal is to get at least \$45k back from them based on the over \$200k spent on this portion of the project. Ron noted that while

discussing the EV chargers he was asked about connecting the Chargers to the internet, further discussion took place on this issue / question. Gear from Eversource has arrived on site, the electrician noted it to someone, it was mentioned in the meeting. Someone added to clarify, cell service around the EV chargers was limited or non-existent last week, others agreed that there were cell issues last week in the area. There was conversation about available Wi-Fi in the area, currently there isn't open Wi-Fi in the area, Mike O said that should be a discussion between Tim C and Ron separately from this project. Tim C noted that connectivity should be included in this system; Billy D said he wasn't entirely sure what was designed and specified, and he needs to learn more about this system. Alison noted that if folks can't access cell service, then they can't use the chargers. There was further discussion about open Wi-Fi in the area. Tim R inquired about monies being spent on an EV system that will not benefit all the residents of the Town. Mike O discussed fundings available and basically how the Town will get a partial reimbursement for this system. It was further noted that DBJKS provided the system, the question is were they also supposed to provide connectivity. K+K to follow up with consulting engineers.

- xi. Other items still to come, Town Hall repairs, the issues with the water and damage to the exterior stairs at EMS site were briefly discussed. Bill R noted that the ramp repairs at the Town Hall will be a fiscal 2024 payment; discussion with Tim C took place, Bill R noted that the ramp was being worked on after the first of July, DBJKS to provide invoice on ramp work today. Signage for Town Hall was also discussed, that will be kept separate from this project.
- xii. The EMS Chief Admin door, Dayroom door and App Bay doors need access control, DBJKS notified and will look into this; this comment was a follow up to an email Ron shared yesterday. Control access was reviewed during the meeting for the EMS HQ's. There was a discussion about if there were similar issues at the Fire Station. Ron further noted that the hinges were electrified at the EMS doors in question, and the hardware will need to be replaced, Tom S said that the doors will also need to be replaced, you need a raceway to make this system work. Alternate options will be looked at. Tim R asked what was specified, Mike O noted keyed doors.
- xiii. Chief Bradshaw had to leave early.

7. DBJKS Update:

- a. Still working on Punch items; HVAC and Electrical subs working on the bulk of the items.
- b. Metal fabricator is on site to work on the railings; paint vs galvanizing was brought up. Mike asked DBJKS to get costs on fully hot dip galvanizing railings.
- c. Landscaper has been onsite watering plants.
- d. Billy D brought up the need for additional gravel on site, Tom S asked if it was reviewed and approved by Conservation, Billy said yes. Tom S asked if Mike Leone was aware of this, Billy said yes and noted that until it gets installed, they won't get a final sign off on the project with the inspector.
- e. Mike Leone is onsite, not every day at this point.
- f. Tom S reviewed the status of the training sessions with the Town.
- g. Tom S reviewed progress on EMS HQ's tool compressor installation status.
- h. Tom S also confirmed DBJKS received a preliminary balancing report for the HVAC systems. Final report will depend on the Ingersoll Rand compressor completed installation.

- i. Mike O asked status of record drawings. Tom S noted they are working on them, and they will upload them to ProCore. Mike O asked whether the drawings will be updated in BIM or 2d, Tom S said he would have to review what the contract requires.
- 8. Ron noted some outstanding items that have not been completed yet. Termination of coax, rack mounts, which are not included in the project and will have to be provided by the Town. The phone systems are working. Access control for doors up and running this week, working on getting both stations personnel online. Getting camera images on monitors, DBJKS asked their subcontractor to respond. Ron noted that he believes there should be a computer for each building related to security; Mike O noted that Ron needs to include K+K on any correspondence related to these items.
- 9. Chief Retmier noted that they need shorelines for the ambulances, Billy D noted there are wall outlets, not ceiling outlets for that purpose. The Chief noted he can make the appropriate pig tails to work for their needs.
- 10. Discussion about cards vs fobs and keys, cards will work as a temporary solution for now, fobs would be preferred and expected.
- 11. Discussion about commissioning vehicle exhaust systems, Tom S noted its related to the Ingersoll Rand compressor installation, once that install is completed it can get commissioned.
- 12. Mike O asked about moving the wardrobe units in the EMS bunk rooms, Tom S noted the priority is to complete the punch list and that the units are on their list of things to do. Chief Retmier was asked when they will occupy the building, the Chief said they are close, things are looking good.
- 13. Next meeting scheduled in two weeks 16 August 2023.
- 14. Motion made and voted to adjourn the meeting at approx. 12:15pm.

Submitted by:

Jerry B. Thiboutot

KEENAN + KENNY ARCHITECTS, LTD.

CHILMARK FIRE STATION & TRI-TOWN EMS BUILDING PROJECT

CHILMARK, MA

BUILDING COMMITTEE MEETING

JULY 26, 2023



CHILMARK FIRE & TRI-TOWN EMS | AGENDA

1. Call to Order
2. Committee Attendance
3. Review and Approval of Minutes
4. Chairperson update
5. Architect's Update
6. OPM Update
7. General Contractor's Update
8. Other topics not reasonably anticipated by the Chair within 48 hours of the meeting
9. Adjournment

CHILMARK FIRE & TRI-TOWN EMS | ARCHITECT'S UPDATE

CHILMARK FIRE & TRI-TOWN EMS | PROJECT BUDGET

DESCRIPTION	Budget July 07, 2023	Current Project Budget July 24, 2023	Committed Amount	Cost to Date	Projected Final Cost	Balance to Finish (Current Budget – Cost to Date)	% Comp.
ADMINISTRATION (Legal, Builder’s Risk Ins., Printing/Advertising,)	\$132,870	\$132,870	\$132,870	\$132,870	\$132,870	\$0	100 %
OWNER'S PROJECT MANAGER (OPM Administration)	\$215,500	\$215,500	\$215,500	\$204,000	\$215,500	\$11,500	95%
ARCHITECTURE AND DESIGN (Architectural Design Costs, Reimbursable Services, CA)	\$519,105	\$526,081	\$526,081	\$520,398	\$526,081	\$5,683	99%
CIVIL ENGINEERING (Site Civil Plan, Land Survey, Permitting)	\$63,825	\$63,825	\$63,825	\$63,825	\$63,825	\$0	100 %
EARLY FEASIBILITY STUDY (FLI, Pacheco Ross Associates)	\$34,935	\$34,935	\$34,935	\$34,935	\$34,935	\$0	100 %
CONSTRUCTION (New Construction, Sitework)	\$10,661,405	\$10,661,405	\$11,401,780	\$10,688,815	\$10,661,405	\$712,965	94%
MISC. PROJECT COSTS (Utility, Moving/Temp, Permitting, Testing, Cx)	\$283,958	\$279,987	\$277,076	\$257,639	\$279,987	\$22,348	91%
FURNITURE FIXTURES AND EQUIPMENT (Misc. Furniture, Building Technology, IT)	\$441,352	\$441,352	\$441,352	\$254,894	\$441,352	\$186,458	58%
CONTINGENCY (Owner’s Construction) *CO’s 1 & potential CRs drawn from Cont.	\$789,053	\$786,048	\$740,375	\$740,375	\$743,563	\$45,673	94%
TOTAL PROJECT BUDGET	\$13,142,000	\$13,142,000	\$13,093,419	\$11,417,000		\$984,626	93%

CHILMARK FIRE & TRI-TOWN EMS | CHANGE ORDER SUMMARY

CHANGE ORDER LOG

CO NO.	CR NO.	DESCRIPTION	AMOUNT	STATUS	NOTES
1		Deduct BDA Alternate & Change in Electrical Contractor due to bid protest	\$35,363.51	Approved	
2	004R, 05	Additional Under slab horizontal Insulation	\$29,868.15	Approved	
3	007	Fire Station unsuitable soils	\$77,039.55	Approved	
4	003, 009	EMS unsuitable soils, Added IT conduit to buildings	\$85,143.21	Approved	
5	008, 012	LP pipe size per RFI 2, Electrical and IT changes	\$41,566.62	Approved	
6	015R, 017, 018, 019, 020, 029, 031	Concrete Pads at driveway, Transom Frame credit, Floor sealing credit, Access door rev., Bulletin 11 coax cable, upsize electrical conduit for well, Add. Undercover lighting per RFI 50	\$29,638.93	Approved	
7	21, 23, 27, 28, 32, 33, 36, 38, 40, 46, 10, 11R, 22, 24R, 34R, 35, 37, 39	Bent Beam, Site Lighting, EMS sign, Additional Water line for well, Siren Pole, Fire Protection Revisions, Fire Station Propane Revisions, Additional Bollards, RFI 49, PVC Trim Size Revisions, Additional Downspout Connectors, Upgraded Collectors, Bulletin 5 IT Coordination, EMS Fire Pump Circuits, Additional EV Underground, Well Tank Piping, EMS Drainage Revisions, Re-routing of Drainage at Power Pole, EMS Bunkroom Millwork	\$208,510.80	Approved	
8	006, 42, 44, 47, 50, 51, 52	Unsuitable soils- FS Apron, Additional smoke detectors, EUH Power, additional grounding, Well tank piping revisions, door hardware revisions, electrical and fire alarm additions	\$91,563.22	Approved	
9	030, 49R, 53, 59R, 63	Unsuitable Materials from Fire Station UG Electric Trench, Fire Station Trench Drain, EMS Compressor, Filter Fabric Credit, Excavation for Eversource Grounding Cables	\$28,652.13	Approved	
10	54, 56, 57, 62R, 67	Town Hall Sign, RFI 82- EF-1 and EF-2 RFI 93 CO NO Panel Wiring, RFI 83- Leaching Field Unsuitable Material, EMS - Decon Sink Revision, Guard rail	\$68,979.89	Approved	
11	60, 68, 70	RFI 90 – EF-4 Controls, EMS- Gravel Pave Steel Edging, Arc Fault Breakers	\$20,121.52	Approved	
12	55, 61, 71, 72, 73	RFI 92 Fire Pump Room Revisions, Well Shutoff, Credit for return of Cast Iron Downspout, Floor Sealing	\$23,927.90		
		TOTAL	\$740,375.43		

CHILMARK FIRE & TRI-TOWN EMS | PCO Log

PCO LOG					
NO.	COR NO.	DESCRIPTION	AMOUNT	STATUS	NOTES
1	77	Overhead Door Limits Adjustment	\$2,656.65	Submitted	
2	58	RFI 78- EMS Fire Protection Soffits	\$9,882.49	Submitted	
3	74	Fire Station Gear Locker	\$1,859.65	Submitted	
4	75	Asphalt Berm at EMS Drive	\$3,302.74	Submitted	
5	78	Stair Angles for Lighting	\$5,313.29	Submitted	
		SUBMITTED TOTAL	\$23,014.82		

CHILMARK FIRE & TRI-TOWN EMS | POTENTIAL PCO LOG

POTENTIAL					
NO.	COR NO.	DESCRIPTION	AMOUNT	STATUS	NOTES
1	64	Parking Signage Revisions- Scope yet to be defined- ROM	\$2,656.65	Potential	
2	65	Install Owner’s Equipment- ROM	\$7,969.94	Potential	
3	66	EV Chargers		Potential	
4	76	EMS Parking Lot Washout Repair		Potential	
5	54	Town Hall Sign Lettering	\$2,656.65	Potential	
6	55	Town Hall Ramp Repairs	\$4,428.09	Potential	
		TOTAL	\$17,711.33		

CHILMARK FIRE & TRI-TOWN EMS | GENERAL CONTRACTOR'S UPDATE

QUESTIONS?

