

## MEMO OF BUILDING COMMITTEE MEETING NO. 55

### CONSTRUCTION PHASE

PROJECT: Chilmark Firehouse and EMS Headquarters  
DATE: February 1, 2023  
LOCATION: Town Hall and Zoom  
ATTENDING: Bill Rossi, Chairman  
Tim Carroll, Town Administrator  
Tim Rich  
Ben Retmier, EMS (Zoom)  
Alison Kisselgof  
Clark Goff  
Billy Dillon, Site Rep  
Chief Jeremy Bradshaw, Fire  
Tom Shevory, D/JKS  
Brandon Kee, D/JKS  
Michael Owen, CHA  
John Keenan, K+K Architects  
Antonia Kenny & Jerry Thiboutot, K+K Architects (Zoom)

The following is a record of the above referenced meeting.

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### **Discussion:**

1. Meeting called to Order and Allison took attendance.
2. January 4 Meeting Minutes will be reviewed and approved at the next meeting with these (Feb. 1) Meeting Minutes.
3. Chairperson Update:
  - a. Bill was out of town but is pleased with the progress of work and that the project remains on schedule.
  - b. He noted that there are several Change Orders (approx. \$18,000) to discuss and approve at today's meeting.
4. K+K update:
  - a. John K. agrees that good progress has been made and pleased that the schedule is current.
  - b. Workmanship is good and there are no unforeseen issues to date.
  - c. He notes that K+K has paint color choices for the interiors to be shown to the committee at the end of the meeting today.
5. CHA update:
  - a. CHA posted a Budget Slide for review – Mike O. noted they have not affected the original contingency amount. He noted that eight months into the project we were still \$22,000 over the original contingency fund of \$400,000 due to some credits.
  - b. Mike O. also believes that we have a great team and he is happy with the progress and quality of the work.

- c. There are currently five Change Orders (same as last month) that have been added to the project that total approx. \$269,000.
- 6. DBJKS update:
  - a. Tom S. noted that even with the steel beam replacement, the project remains on schedule.
  - b. Mike Leone reviewed the three week look ahead schedule.
  - c. Mike L. noted that there was a complaint about pvc sawdust from cutting of the exterior trim outside. He had the sawdust cleaned up and noted they will contain the sawdust in future.
- 7. JK reviewed samples of paint colors for interior walls, trim, hollow metal doors and frames, and accent walls for the Committee's review, primarily tans and off whites, with some blue and maroon accent walls. The Committee approved the colors – K+K will prepare a plan for color locations and forward.
- 7. Items not reasonably anticipated:
  - a. There was a discussion regarding the location of the planned above ground 500 gallon propane tank – shown to be located between the Town Hall and Fire Station. After discussion it was decided that the original location was best (post meeting note: at the OAC Meeting on Feb. 8, the decision was to remain with that location but to use three 120 gallon above ground tanks to reduce clearances).
  - b. Next Building Committee Meeting
    - i. March 1, 2023
- 8. There was a motion and vote to adjourn the meeting.

Submitted by:

Antonia A. Kenny R.A.

KEENAN + KENNY ARCHITECTS, LTD.

# **CHILMARK FIRE STATION & TRI-TOWN EMS BUILDING PROJECT**

**CHILMARK, MA**

**BUILDING COMMITTEE MEETING**

**FEBRUARY 01, 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 September 2022	Current Project Budget October 2022	Committed Amount	Cost to Date	Projected Final Cost	Balance to Finish (Current Budget – Cost to Date)	% Comp.
<b>ADMINISTRATION</b> (Legal, Builder’s Risk Ins., Printing/Advertising,)	\$165,109	\$165,109	\$133,057	\$133,057	\$165,109	\$32,052	81%
<b>OWNER'S PROJECT MANAGER</b> (OPM Administration)	\$215,500	\$215,500	\$215,500	\$176,500	\$215,500	\$39,000	82%
<b>ARCHITECTURE AND DESIGN</b> (Architectural Design Costs, Reimbursable Services, CA)	\$535,000	\$535,000	\$530,348	\$492,051	\$535,000	\$42,949	92%
<b>CIVIL ENGINEERING</b> (Site Civil Plan, Land Survey, Permitting)	\$55,000	\$55,000	\$55,000	\$50,292	\$55,000	\$4,708	91%
<b>CONSTRUCTION</b> (New Construction, Sitework)	\$10,661,405	\$10,661,405	\$10,661,405	\$5,117,474	\$10,661,405	\$5,543,931	48%
<b>MISC. PROJECT COSTS</b> (Utility, Moving/Temp, Permitting, Testing, Cx)	\$276,825	\$276,825	\$235,859	\$149,175	\$276,825	\$127,650	54%
<b>FURNITURE FIXTURES AND EQUIPMENT</b> (Misc. Furniture, Building Technology, IT)	\$446,609	\$425,804	\$14,977	\$51,057	-	\$374,747	12%
<b>CONTINGENCY</b> (Owner’s Construction) *CO’s 1 & potential CRs drawn from Cont.	\$671,043	\$691,848	\$268,981	\$268,981	\$269,426	\$422,867	39%
<b>TOTAL PROJECT BUDGET</b>	<b>\$13,026,491</b>	<b>\$13,026,491</b>	<b>\$12,115,127</b>	<b>\$6,438,587</b>		<b>\$6,587,904</b>	<b>51%</b>

# 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	
		TOTAL	\$268,981.04		

# CHILMARK FIRE & TRI-TOWN EMS | CHANGE REQUESTS LOG

SUBMITTED CHANGE REQUESTS					
CO NO.	CR NO.	DESCRIPTION	AMOUNT	STATUS	NOTES
	015-R	Concrete Apron Extension Fire Station	\$22,456.10	Submitted	
	017	Fire Station Transom Frame Credit	\$(506.03)	Submitted	
	018	Credit for Floor Sealing Products	\$(10,189.90)	Submitted	
	019	Access Door Revisions	\$2,961.14	Submitted	
	020	Bulletin 11 Coax Cable Revisions	\$8,179.76	Submitted	
	029	Upsize Electrical Conduit Size for Well	\$5,172.00	Submitted	
	031	Additional Undercounter Lighting	\$1,565.00	Submitted	
		TOTAL	\$29,638.07		
POTENTIAL CHANGE REQUESTS					
CO NO.	CR NO.	DESCRIPTION	AMOUNT	STATUS	NOTES
	006	Unsuitable Soils- Fire Station Apron	\$28,691.78	Potential	
		TOTAL	\$28,691.78		

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

**QUESTIONS?**

