

MEMO OF OAC AND BUILDING COMMITTEE MEETING NO. 60

CONSTRUCTION PHASE

PROJECT: Chilmark Firehouse and EMS Headquarters
DATE: May 31, 2023
LOCATION: Town Hall and Remote
ATTENDING: Bill Rossi, Chairman
Tim Rich
Alison Kisselgof
Patty Egan
Billy Dillon, Site Rep
Chief Jeremy Bradshaw, Fire
Matt Montanile, EMS
Tom Shevory, D/JKS
Craig Gabri, D/JKS
Kyle Gabri, D/JKS
Ron Burson, IT
Clark Goff (remote)
Michael Owen, CHA
Aditya Modi, CHA (remote)
Antonia Kenny, K+K Architects (remote)
John Keenan, K+K Architects (remote)
Jerry Thiboutot, K+K Architects (remote)

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

Discussion:

1. Meeting called to Order and Alison took attendance.
2. Meeting Minutes 58 and 59 approved.
3. Chairperson update:
Bill Rossi reviewed progress to date, he has been receiving information while out of town. He notes the completion date is still on target.
4. K+K Update:
 - Antonia noted that the landscape architect and landscape contractor had been communicating; the L.A. has visited the nursery and plantings have been approved (or will be with photos).
 - The structural engineer from CEC has been on-site for his final visit and said the structure was substantially complete and would not need another visit.
 - Griffith & Vary, Inc., MEPFP engineers, were on-site Monday, May 22, for their above-ceiling inspection and final site visit. K+K expecting a punch list.
 - GGD, Security and Technology, will be on site for their final site visit when IT/Security will be done – confirm revised date of June 12.
 - K+K to make another site visit soon.

5. CHA Update:

- Adi reviewed Project Budget (attached to these Meeting Minutes).
 - Project now has a contingency remaining of \$126,353.
 - Change Order Log was reviewed.
 - Potential Change Order Log was reviewed.
- Mike O noted: Some money might be used for the EMS signs; there might be some refunds and he provided estimates; there might be additional costs for the clay at EMS site. Mike asked Tom S. to set up a meeting with Farland to discuss this and other site items.
- Mike O. also suggested taking COR Nos. 48R and 54 (Town Hall lettering) out of voting on at this time; he'd like to speak to Tim Carroll about them first. Bill Rossi agreed with removing both and would recommend approval on others.
- Chief Bradshaw made a motion to approve the items on the PCO log (minus 48R and 54) with CHA's revised total. Motion seconded and passed.

6. DBJKS Update:

- Topcoat of paving wrapped up.
- Sub-contractors pushing to final inspections. DBJKS contacted K+K regarding final inspections and checklists to make sure everything is on track to finish the project.

7. Motion made to adjoin the meeting. Bill R. took roll call vote to adjourn, all voted yes. Meeting ended at 10:46 a.m.

Submitted by:

Antonia Kenny, R.A.

KEENAN + KENNY ARCHITECTS, LTD.

CHILMARK FIRE STATION & TRI-TOWN EMS BUILDING PROJECT

CHILMARK, MA

BUILDING COMMITTEE MEETING

MAY 31, 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 May 2023	Current Project Budget June 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,)	\$166,648	\$166,648	\$133,057	\$133,057	\$166,648	\$33,591	81%
OWNER'S PROJECT MANAGER (OPM Administration)	\$215,500	\$215,500	\$215,500	\$187,500	\$215,500	\$28,000	87%
ARCHITECTURE AND DESIGN (Architectural Design Costs, Reimbursable Services, CA)	\$536,581	\$536,581	\$526,987	\$512,181	\$535,000	\$24,400	96%
CIVIL ENGINEERING (Site Civil Plan, Land Survey, Permitting)	\$55,000	\$55,000	\$55,000	\$51,430	\$55,000	\$3,571	94%
CONSTRUCTION (New Construction, Sitework)	\$10,661,405	\$10,661,405	\$10,661,405	\$10,218,573	\$10,661,405	\$442,832	96%
MISC. PROJECT COSTS (Utility, Moving/Temp, Permitting, Testing, Cx)	\$291,455	\$292,967	\$240,179	\$187,732	\$292,967	\$105,235	68%
FURNITURE FIXTURES AND EQUIPMENT (Misc. Furniture, Building Technology, IT)	\$431,852	\$431,852	\$431,852	\$136,432	\$136,431	\$295,420	32%
CONTINGENCY (Owner’s Construction) *CO’s 1 & potential CRs drawn from Cont.	\$726,559	\$725,047	\$598,694	\$598,694	\$677,850.59	\$126,353	80%
TOTAL PROJECT BUDGET	\$13,085,000	\$13,085,000	\$12,862,674	\$12,025,598		\$1,059,402	92%

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	
		TOTAL	\$598,693.99		

CHILMARK FIRE & TRI-TOWN EMS | PCO Log

PCO LOG					
NO.	COR NO.	DESCRIPTION	AMOUNT	STATUS	NOTES
1	030	Unsuitable Materials from Fire Station UG Electric Trench	\$12,587.19	Submitted	
2	48R	Floor Coating Revisions	\$41,932.51	Submitted	
3	49R	Fire Station Trench Drain (T&M)	\$6,255.87	Submitted	
4	54	Town Hall Sign Lettering	\$1,487.72	Submitted	
5	53	EMS Compressor	\$15,042.31	Submitted	
6	63	Excavation for Eversource Grounding Cables	\$1,851.00	Submitted	
		SUBMITTED TOTAL	\$79,156.60		

CHILMARK FIRE & TRI-TOWN EMS | PCO Log

POTENTIAL					
NO.	COR NO.	DESCRIPTION	AMOUNT	STATUS	NOTES
1	55	Town Hall Ramp Repairs		Potential	
2	56	RFI 82- Wiring of EF-1 and EF-2		Potential	
3	57	RFI 83- Leaching Field Unsuitable Material		Potential	
4	58	RFI 78- EMS Fire Protection Soffits		Potential	
5	59	Filter Fabric Credit	(\$3,582.68)	Potential	
6	60	RFI 90 – EF-4 Controls		Potential	
7	61	Fire Pump Room Power/Alarms		Potential	
8	62	EMS – Decon Sink Revision		Potential	
		VERBAL OKAY TOTAL	(\$3,582.68)		

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

QUESTIONS?

