

## MEMO OF MEETING NO. 41

### ARCHITECT CONSTRUCTION DOCUMENTS PHASE

PROJECT: Chilmark Firehouse and EMS Headquarters  
DATE: February 18, 2022  
LOCATION: Zoom  
ATTENDING: Bill Rossi, Chairman  
Tim Carroll, Town Administrator  
Tim Rich  
Chief Ben Retmier, EMS  
Chief Jeremy Ballard, Fire  
Ellen Biskis  
Clark Goff  
Michael Owen, CHA  
Aditya Modi, CHA  
Jerry Thiboutot, K+K Architects  
Antonia Kenny, K+K Architects

The following is a record of the above referenced meeting.

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#### **OLD BUSINESS**

- 27.11 Clerk of the Works:
  - A. CHA is considering candidates.
- 32.06 Clay testing for removal discussed and will be revisited.
- 35.03 Reid has reviewed Geotech code issues w/Building Department, who will support waiver as allowed.
- 39.03 Power to the EMS site has not been disconnected. Suggestions made to retain for construction with decision by G.C. at later date.
- 40.03 RFPs are being prepared for Commissioning and Construction Phase testing.
  - A. Approximately \$50,000.00 has been allotted for this work.
  - B. Commissioning procedures to be reviewed; we may not need it because systems are uncomplicated; not required.

#### **NEW BUSINESS**

- 41.01 Filed Sub-Bids were received Feb. 16. There was discussion on the numbers that came in, with concern that the numbers are high.
  - A. Mike Owen said that until the GC bids come in, we can't do much more than make sure sub-bids meet the law. At least two bids were rejected and one withdrawn.
  - B. Amanda added that the supply chains from manufacturers are a logistic issue causing price increases, in general due to storage costs being passed onto subs. Her hope is that when GC bids come in, numbers will level out a bit. She is seeing this in other projects.
- 41.02 GC bid opening on Tuesday, Feb. 22, 2022 at 12:00 p.m.
- 41.03 Execution of Briggs – Construction Testing Services contract:
  - A. Contract was forwarded to Town Manager, Tim Carroll.
  - B. Bill R. asked if Contract should be signed before awarding to a G.C. Mike O. confirmed yes.
  - C. Tim C. is waiting to sign.

41.04 Prior Meeting Minutes Approval. Pending review.

41.05 Topics not reasonably anticipated by the Chair

- A. Bill R. thinks Building Dept. will waive the Geotechnical Report, pending. John K suggests Bill have Town Counsel put a letter together re: GeoTech Report, including the fact that we have a certified waiver. Tim C. thinks it will need to come from Building Department. Bill said Reid does not think a report is needed and will call the Bldg. Dept. to prepare a waiver.

41.06 Well Water Status:

- A. Bill said he's been told the well company would be on site, they will do the job, but has no other information other than what he has already passed on, like gallons per minute info. K+K needs to know the connections, filtration, and how one well connects to three buildings, including where and how many storage tanks, would there be back-flow preventer, pressure tanks, etc.
- B. Mike suggested a meeting/call with well company in order to resolve this quickly. Island Water Sources phone number is (508) 693-4999, contact is Jacqueline. Mike O, Bill R. and Tim C. will follow up.
- C. Bill noted that we are only running a pipe to Town Hall and capping it off; we are not connecting the Town Hall at this time.
- D. Chief Bradshaw needs some connection to top off trucks, at least a 1 ½" line located in the Fire Station.
- E. Well is located on the plans with other pertinent information for the G.C.

41.07 Next meeting: February 24, 2022 at 4:00 p.m.

Submitted by:

John J. Keenan, R.A.

KEENAN + KENNY ARCHITECTS, LTD.

CC: Bill Rossi, Amanda Sawyer, Mike Owen