

BARRINGTON MIDDLE SCHOOL BUILDING COMMITTEE  
BARRINGTON PUBLIC SCHOOLS  
BARRINGTON, RI 02806

Minutes of the Building Committee meeting – 03/12/2018

Present were Mr. Guida, Mr. Zawatsky, Dr. Anderson, Mr. Brenner, Mr. Fahey, Mr. Feeney, Mr. Finn, Mr. Fiore, Ms. Jacob, Mr. Learned, Mr. Messoro, and Mr. Terrell. Absent were Building Committee members Ms. Clancy and Mr. Hervey, as well as, Mr. Primiano, Town Council Liaison.

Also present were the Owner's Project Managers: Sam Bradner, Dan Tavares, and Christian Rubeck, Larry Trim and Sean Schmigle of Kaestle Boos Architects.

- The meeting was called to order by Mr. Guida at 7:02 p.m.
- Mr. Zawatsky made a motion to approve the minutes of February 12, 2018. Mr. Terrell seconded the motion. Motion passed unanimously.

**Change Order Approval Process**

- The committee reviewed the approval process regarding the change orders for the project. Mr. Guida reviewed the current procedures.
- Mr. Zawatsky stated that the change orders that are less than \$25,000 that can be approved by District Administration with consultation with the OPM, these are change orders that are time sensitive. This doesn't mean that there can be changes made under \$25,000 that are not originally in the contract documents. The committee agreed that this is clearly written in the change order approval procedures.
- A motion was made by Mr. Zawatsky to add to the change order approval procedure all owner-initiated changes must be approved by the Building Committee. The motion was seconded by Mr. Fiore.
- Mr. Zawatsky had a concern that if the OPM and KBA can sign off and make recommendations on change orders that the District is then obligated to pay. Mr. Feeney stated that the District has hired KBA as the architect and has hired Peregrine as the OPM and they have an obligation to comply to the contract documents. The committee felt that the approval process that is in place for under \$25,000 is fine, however, Mr. Guida did state that if for any reason the committee feels that this procedure needs to be readdressed the committee can do so.

- The motion was voted on and passed unanimously.

### **OPM Report**

- Mr. Bradner introduced Mr. Christian Rubeck to the committee. Mr. Rubeck gave an update on the construction process. He provided the committee with a list of items that have begun at the Middle School.
- Mr. Bradner gave an updated on the Lacrosse Wall. They have been working with East Bay Lacrosse and will be moving the wall over to Chianese Field.
- Mr. Zawtasky asked that in the daily reports, can they document how many trucks that are coming on the site and what is going off the site. Mr. Rubeck stated that there have only been trucks coming onto the site. There has not been any loom that has gone off site.
- Mr. Rubeck reviewed the look ahead schedule for the next three weeks.
- Ms. Jacob stated her concern in wanting the public to be aware that the site has cameras and will be monitored. Dr. Anderson stated that he will mention it in his weekly blog.
- Mr. Zawatsky asked if Brait Buildings have submitted their CPM schedule. Mr. Bradner stated that they have received their schedule and that Brait is obligated to update it every month. Mr. Zawatsky thought that what was submitted was a milestone or a series of events that were goals or scheduled items. He asked the OPM to look into what the obligation is and if they are in compliance.
- Mr. Zawatsky asked that the OPM provided a S curve and enter in the contractor's cash flow projection and their actual billings against the projected cash flow. This way the OPM can track it visually to make sure that Brait's cash flow and schedule is being matched.
- Mr. Tavares presented the Budget & Invoice report to the committee. They will be creating a tracking budget. Each month they will be reporting on what is actually being requested so that the committee will be able to see the accumulation of the expenditures.
- Mr. Zawatsky asked how they will be moving balances from line items that have been completed. Will they be zeroing out the line item and moving the balance to another line item that were unbudgeted?

- Mr. Tavares stated that typically they would leave the money in the line item until the project is closer to completion. Unless they will be going over on some line items then they would reallocate some money for the overage.
- Mr. Feeney questioned the furniture allowance. Mr. Trim stated that the furniture consulting services are already in the construction documents. There is a budget amount for purchasing the furniture.
- Mr. Zawatsky asked what the plan was for the wood shop.
- Mr. Terrell stated that in the contract it states that there will be some new equipment purchased and some of the existing equipment will be utilized.
- Mr. Tavares stated that there was a lot of coordination prior to going out to bid to confirm the equipment that is coming over and confirm the equipment that will be purchased.
- Mr. Zawatsky asked what will happened to the equipment that will be abandoned with the old school.
- Mr. Tavares stated that it will be up to the District to deal with it as an asset manager.
- Mr. Zawatsky asked if the furniture that will not be utilized or salvage by the District and will be removed from the District asset list will be removed or demo by the Demolish company at no cost?
- Mr. Tavares stated that he believes that this is how the contract was written. Mr. Trim stated that he feels this was the intention but wants to look into it. Mr. Tavares stated that it was not the intention that we would be handing over a clean sweep building but that there would be some furniture and equipment in the building that will be scrapped.
- Mr. Zawatsky asked about the monthly reports. It is his recollection that there is an obligation to receive monthly reports. He didn't know if they will be coming from the OPM and KBA or if they are only from the OPM. He asked that if the OPM could look into that.
- Mr. Tavares will look into it, however, he assumed that the monthly reports would be the monthly reports that they have been giving the Building Committee but maybe it is referring to something else. He will look it. The reports that they have been giving will be getting more and more detailed. They will be tracking expenses, change orders, etc.

## **KBA Report**

- Mr. Schmigle gave an update to the committee. They have gone through three weeks of construction group meetings. The weekly dialog notes have been shared with the chairs, as well as, been placed on the construction website (SAGE) where everything is being tracked.
- KBA has received and certified their first pay requisition from Brait.
- The ground breaking is scheduled for April 27, 2018.
- Mr. Zawatsky inquired about the intersection and the progress with the RIDOT.
- Mr. Trim will get an update. Mr. Tavares suggested to add this item as a standing item to report out because it is a separate project that is on-going.
- Mr. Feeney questioned on whether the Town has any financial obligation to the intersection project. Mr. Zawatsky stated that the project has a financial obligation. Mr. Feeney thought that this was going to be a DOT grant.
- Mr. Guida stated that we do not know the amount of the project and so we don't know what our obligation will be.
- Mr. Guida asked Mr. Trim if we have heard back from RIDOT.
- Mr. Trim stated that there was an estimate provided from VHB to RIDOT. They had a scope sort of beyond what KBA would do if they were doing the project. It is Mr. Trim's understanding that those cost would be borne by the State. The only other variable which is in the documents is the scope of the sidewalk coming down Middle Highway. If they don't get their project moving before we close out that portion of the project then we might want to complete that section of the sidewalk.
- Mr. Feeney mentioned that he thought that DOT was paying for the intersection and that we zeroed out that allowance in the budget.
- Mr. Tavares stated that Mr. Feeney is correct, however, nothing has been written formally by the State. There is an understanding that DOT will be covering the widening of Lincoln, the intersection including the lights, and the curve cuts. Part of the project we have cost associated with are the improvements on Middle Highway including the striping and some of the curve cuts. Mr. Tavares stated that they will get in touch with RIDOT and report back next month.

- Mr. Zawatsky saw an RFI talking about a sub-surface drainage system associated with fields that wasn't shown in the contract documents.
- Mr. Trim stated that they are still responding to the RFI. The argument that the contractor made was that this was an unforeseen utility on the site. One of the first things they will discuss is that it is not a utility. Also, they isolated what the difficulty of it is and that the pipe and fabric could be the issue. They are waiting to hear back from VHB on what their disposition of things that are in the excavation area already. They have already had an agreement with the Team that items that are within excavation for unsuitable should just be included as part of the some that is being taken off the site.
- Mr. Trim is hoping for a response back later this week and will have an update at the next meeting.
- The next scheduled meeting will be Monday, April 9, 2018 at 5:30 p.m.
- Mr. Brenner made a motion to adjourn. Ms. Jacob seconded. Meeting adjourned at 8:12 p.m.