

Sterling Senior Center Building Committee

Butterick Municipal Building - COA Room

May 21, 2015 - 6:30 PM

MINUTES

Present: Chair Maureen Cranson, Vice-Chair Michael Padula, Kevin Beaupre, Robert Bloom, Ronald Cote, Richard Maki (A=6:36), Weymouth Whitney. John Kilcoyne, Michael Szlosek, Karen Phillips. Architects: Peter Turowski, Libby Turowski. Owner's Project Managers: Michael Josefek and Peter Kozcera. **Absent:** None.

Opening of Meeting: Chair Cranson opened the meeting at 6:30 PM.

Minutes: The minutes of May 7, 2015 were approved as written following a motion by Mr. Beaupre and second by Mr. Whitney. VOTE: YEA = 6, NAY = 0, ABS = 0.

Report by ACG on G.C. bids/ DCAM reviews/potential vote to award contract. Project manager Michael Josefek began his comments by saying that the bids came in where we had hoped and that ACG, Inc. had worked successfully with the low bidder on two other projects. Mr. Josefek explained the DCAM process and provided the committee with copies of a tabulation of his DCAM examination of the lowest bidders. A grade of 80 was considered a passing grade.

The lowest bid general contractor, with a total average score of 95, was Builders System, Inc. of Auburn, MA. Their bid with Alternates #1 and #2, was \$1,793,695. Construction Dynamics, Inc. total bid was \$1,853,000. Stutman Contracting, Inc. total bid was \$1,865,425. W. J. Mountford Co. total bid was \$1,948,000. Seaver Construction, Inc. total bid was \$2,009,100. Nadeau Corporation total bid was \$2,223,800.

Architect Peter Turowski spoke favorably of the general contractor low bidder and said that his own research with past subcontractors who had worked with Builders System, Inc. produced generally good comments. Mr. Turowski said that the project produced "good bids in every category." The target construction cost was \$1,900,000 with the low bid at \$1,793,695. The balance of \$106,305 will allow the committee to add back in numerous items that were deferred from the general contract bid such as flooring, increased insulation, etc.

Mr. Josefek encouraged the committee to prepare and prioritize a list of additions for discussion at a future meeting.

Mr. Beaupre asked a question regarding acceptance of bid from a local subcontractor who was the second lowest vendor. Mr. Josefek explained that the committee would need to reject the lowest bidder with a valid reason before they could accept the next lowest bid. Because of potential issues with a protest from the low bidder, having no reason to reject the low bidder in favor of the local firm, and considering the possibility of delaying the project, Mr. Josefek recommend that the committee accept the initial general contractor's low bid and his subcontractors.

Mr. Whitney made a motion, seconded by Mr. Beaupre, to award the bid to construct the senior center to Builders System, Inc. with Alternates #1 and #2, for a total bid price of \$1,793,695.

VOTE: YEA = 7, NAY = 0, ABS = 0. Mr. Szlosek will notify BSI and draft a letter of intent (LOI) with the assistance of ACG. Contract signing will occur within 30 days following the LOI. Mr. Josefek and Mr. Kozcera suggested the contract signing could be a public relations event and would give the committee an opportunity to meet/greet the general contractor. If all parties are available, the meeting could be held on Thursday, May 28, 2015. Chair Cranson will inform the SMLD and DPW that work will commence in the near future.

Mr. Josefek said that the committee schedule could be reduced to a routine of one meeting per month. Once under construction, if immediate decisions need to be made, the clerk of the works will first contact ACG, who will then contact Turowski 2, Ms. Cranson and others.

Ms. Cranson asked about the possibility of installing a basement area, but the increased construction cost and grade would not make it possible.

Mr. Whitney asked about the need for a large electric panel and Mr. Turowski said he will talk to his Electrical Engineer to determine the reason for sizing the panel specified in the building plans.

Invoice Payment: Two invoices were approved and signed by Ms. Cranson, Mr. Padula and Mr. Szlosek. The first was for \$7,765 to T2 for schematic designs and construction documents. The second invoice was for \$9,800 to S & K for stumping the building lot and related work.

Next Steps: Mr. Szlosek will contact the low bidder and prepare a letter of intent. Based upon availability, the committee will schedule a meeting for Thursday, May 28 to formally meet the project general contractor and sign a contract. The committee will prepare a prioritized list of add-ins for the project and tentatively vote on some or all of the suggestions at future meetings.

Open Discussion: Mr. Padula asked about the status of the letter from the DCR regarding reconstructing the silt fence along Muddy Pond road at the access driveway site. Given the brief nature of the existing situation, there was a question as to whether it was worth the effort. Ms. Cranson explained that the DCR understood the best efforts of the committee to maintain the fence during the winter, but requested that a barrier be re-established. Mr. Whitney and Mr. Beaupre volunteered to reinstall the siltation barrier in the near future.

Mr. Cote asked about the size and placement (the roof of a closet) of the access panel to the mechanicals mounted in the attic. Mr. Josefek will review the plans and talk with T2.

Adjournment: Mr. Padula motioned for adjournment with a second from Mr. Whitney at 8:00 PM. The VOTE to adjourn was unanimous.

Respectfully submitted by
Richard H. Maki
Richard H. Maki, Clerk