

Memorial Boulevard Intradistrict
Arts Magnet School Building Committee
Special Meeting May 7, 2020
Via Online WebEx Platform

Present: Dr. Michael Dietter, Cheryl Assis, Lori Eschner, John Lodovico (left meeting @ 4:18 pm), Steve Masotti, John Smith, Frank Stawski, and Chris Wilson

Also Present: Jeff Anderson, Jill Browne, Angela Cahill, Tim Callahan, Ed D'Amato, David Heer, Roger Rousseau, and Ryan Scrittorale, John Tunsy, and Mayor Ellen Zoppo

1. CALL TO ORDER

The meeting was called to order at 4:02 p.m. by Chair Dietter.

2. APPROVAL OF MINUTES

On a motion by Frank Stawski and seconded by Chris Wilson, it was unanimously voted to approve the minutes of the special meeting on April 23, 2020.

3. PUBLIC PARTICIPATION

There was no public participation to discuss at this time.

4. PROJECT MANAGER'S UPDATE

Tim Callahan presented:

- Phase one bids were successful and we are on budget with what was received
- Construction to start around May 15, 2020
- One twist with the bids – State has requested the demo package is done through Bestech under the DAS contract under time and material
 - This was not the lowest bid – this bid came in at 4.95 million and came in about \$200,000 more than American Wrecking
 - The state has been having good results using this procurement method and at the direction of Mike Sanders from OSCGR
- The Bestech contract will be held by the City of Bristol – Will their fee be a “not to exceed” fee?
 - State contract is a unit price contract – the expectation from OSCGR and Mike Sanders is that on a time and material basis, the cost would be less than the bids that were received but it does not correlate to a not to exceed number

- Project is slightly under budget
- Who is responsible for signing the tickets of the hazardous material leaving the site?
 - The logistics of that have not been worked out. Currently working through the legal ramifications of how this will work out.
 - Jeff Anderson does not feel D'Amato Downes will take on this responsibility – This would be something that Mike Sanders (OSCGR) an Eagle Environmental would take care of.
- While Bestech is in our building, they will be under the management purview of the construction manager
- Within the next couple of days, a meeting will be held with the CM, Eagle Environmental, Mike Sanders for coordination of responsibility for hazmat material – Jeff Anderson stated they have pre-con meetings with all the contractors prior to them commencing work and will use this meeting to follow that same protocol. If it doesn't work out that way, they will still have a pre-con meeting the day before Bestech starts.
- Frank Stawski stated that typically the award goes to low bidder and this does not follow that – Is there any documentation, such as a letter from OSCGR with their request and explanation why we are not using the low bid?
 - A letter was drafted to Downes D'Amato giving them the direction as provided by the state – the letter was sent to the state for review and comment prior to issuing to the CM to ensure we were following their directive. OSCGR did not take any exception to the letter and advised to proceed accordingly with Mike Sanders
 - Letter is attached to the minutes
 - When Downes D'Amato received the letter from the City of Bristol, they followed up with letters to all bidders of package 1.2.1 formally rejecting their bids
- Frank Stawski asked who is responsible if Bestech goes over their fees?
 - John Smith stated if their final number comes over what the low bid was, it would be nice that the state would reimburse us for the difference.

5. ARCHITECT'S UPDATE

Angela Cahill presented:

- Progressing nicely with CD's – due at the end of May – on schedule

6. CONSTRUCTION MANAGER UPDATE

Jeff Anderson presented:

- Reviewed overall budget and it is just about at 63M

- Copy of budget is attached
- Removing Demo & Hazmat costs from CM and adding it to the owner's cost, that line will no longer have contingency markups or other fees associated with it – This affects the bottom line to be under budget
 - Under owner's contingency, there is still 1.8M
- Review the Guaranteed Maximum Price (GMP) amendment to increase the Downes D'Amato contract
 - Copy of GMP Amendment is attached
 - COVID-19 Safety Supplies & Management
 - This includes expenses for PPE, additional port-o-lets, hand washing stations – and other requirements due to COVID-19
 - Is there is a chance the allowance will increase for this?
 - Yes, during the Phase II amendment there is anticipation this number will be higher.
- Regarding the total project cost alternates – Are those coming out of the budget?
 - The decision was made during the design development budget to leave these items out as placeholders until the Phase II bid – On bid day, the alternates would be solicited so the total bids would be managed in a way to ensure the bids would be underbudget
- Review the Assumptions on what the GMP is based on
 - Copy of Assumptions is attached
- Will we be testing people before coming onsite?
 - The majority of the building will be under full containment and the contractors will be using the appropriate PPE for at least the first four months. D'Amato Downes may have a nurse practitioner on site and the subs will provide their own COVID management plan
 - Steve Masotti mentioned they may have to have multiple shifts to accommodate the people per shift requirements – This could be a financial impact to the bottom line
- Once construction begins, Bestech will be removing all mechanical, electrical, plumbing and fire protection.
 - Will there be a 24-hour fire watch?
 - There will be fire extinguishers located throughout the building
 - At the end of every day, the Supervisors will perform life safety checks
 - Typical not to have a fire alarm system running in an unoccupied building under construction

- If there is any “hot work” there will be a fire watch but if there is not “hot work” being performed, there will not be a fire watch overnight.
- Will there be security?
 - There will be a setup of DVR cameras for security.
 - John Smith suggested a conversation with the local PD to have them check the building more often than not as an extra layer of security.
 - From an insurance standpoint – the insurance carrier for builder’s risk is aware there is not 24-hour security and understood that.

On a motion by John Smith and seconded by Frank Stawski, it was unanimously voted to amend contract 2P19-037 Construction Manager for Renovations at Memorial Boulevard Intradistrict Arts Magnet School with D’Amato + Downes a Joint Venture in the amount of \$3,441,720 and to forward it on to City Council for appropriate action.

7. CHAIRMAN’S REPORT

Dr. Michael Dieter Presented:

- There is a designated email for questions, comments, and concerns directly related to the project – mbiams@bristol12.org
 - There have been no emails yet
- There will be a virtual community forum meeting scheduled tentatively for May 28, 2020
 - The posting notice of meeting and asking folks to submit questions and comments ahead of time to be answered at this forum.

8. EXPENDITURE REPORT

Timothy Callahan Presented

- The expenditure report is on file in the Facilities Office at the BOE central office
- \$1,867,757.20 has been spent
- GMP fees will be added to the report.

9. OLD BUSINESS

- John Smith stated in relation to the Bestech issue – Thanks to Roger, Jeff and the others that got involved in figuring out the logistics of what occurred because this situation could have caused a significant delay in the start of the project.

- Going forward, it may be prudent to have a conversation with OSCGR to ensure this does not happen again – Are there any other state contracts that we will need to get involved in? Prior to this, we were not advised to use a state contract and we should get ahead of the possibility that we may be asked to do that again.
- The lease with Barnes Group has been fully executed and thank you to Corporation Counsel with their help on this task.

10. ADJOURNMENT

The meeting was adjourned at 4:53 p.m.

Respectfully submitted,

Tara Landon

Tara R. Landon

Administrative Assistant/Operations

APPROVED