



Wellfleet Police Station Building Committee
Minutes of Meeting #25; August 9, 2017
Wellfleet Fire Station Training Room, Lawrence Road, Wellfleet

Present: Harry Terkanian, Chief Ronald Fisette, Hugh L. Guilderson, Jay Horowitz, Lt. Michael Hurley (alternate), Davis Walters (alternate), Dan Hoort and Sean Donoghue

Regrets: Mark Vincent

Also Present: Rick Pomroy and Bob Rice (Pomroy Associates), Pete Goudreau (Kaestle Boos Associates)

Mr. Terkanian called the meeting to order at 4:00 PM. The meeting was recessed until the conclusion of the Building and Needs Assessment Committee and resumed at 4:16 PM.

1. Project Status. Mr. Pomroy reported that CO #5 has finally been issued and delivered it to Mr. Hoort for signature. It was noted that the PCOs in CO#5 were all recommended by the Committee on June 28th and also previously approved by the Selectmen. Outstanding PCOs include slab demolition, some time and materials work and second floor deck leveling issue. Mr. Pomroy also reviewed the project budget and presented Budget Report Update #7 – July 31, 2017 that reflected CO #5 and surpluses in Communications, Security, Utility Backcharges and Moving Expenses (Phase I) line items. Surpluses in these items were moved to Project contingency. Open contingency items reflect the PCOs discussed earlier.
2. Project Invoices for July, 2017
 - a. General Contractor: \$213,285.05
 - b. Architect: \$5,679.10
 - c. Project Manager: \$13,740.00
 - d. Robert B. Our: \$2,573.70. This invoice represents the bi-weekly cost of pumping the tight tank at the temporary facility. These bills have previously not been properly routed and the invoice represents a cumulative total through August 1, 2017.
 - e. On motion of Chief Fisette, seconded by Mr. Guilderson, it was voted to recommend the four invoices listed above for payment. (6 – 0)
3. Project Schedule. Mr. Pomroy noted that the project schedule was extended two months in response to concerns expressed by potential bidders by bid invitation addendum. The actual substantial completion date is not February 19, 2018 and was stated in the general construction contract, but actually April 20, 2018. The general contractor has stated that he will be asking for a 45-day extension, but the request was based on the assumed completion date of February 19th. Schedules presented by the general contractor still show completion by February 19, but progress may not be keeping up with the schedule. There have been instances of lack of foresight so that scheduled events had to be postponed because construction drawing prerequisites have not been addressed. Quality of the work to date has been good. Concern was expressed by Committee members that the general contractor has not identified a basis for an extension. Mr. Guilderson noted that the basis must be either unforeseen conditions or errors by others. Mr. Walters was concerned that an extension has not been “earned.” Mr. Terkanian asked if we should schedule weekly project meetings to more closely monitor progress. Mr. Pomroy said that we would probably have to do so soon. Mr. Guilderson was concerned that the remaining schedule is unrealistic due to contractor-induced delays. Site work progress has been erratic in terms of scheduling. Mr. Pomroy noted that the means and methods, which include scheduling, belong to the general contractor.
4. Project Status - Green Communities Grants. Mr. Pomroy informed the committee that Assistant Town Administrator Carlson was working with him on complying with these grant requirements.
5. Project Status - Underground Injection Control (“UIC”). This is the report to the Mass DEP on the tank that was discovered during site work and improperly handled by the contractor. The report needs the owner’s authorization to file. Mr. Hoort has been requested to sign the authorization to file.

6. Project Status - Furniture and Dispatch Consoles. Both will need to be ordered soon.
7. Minutes. On motion of Chief Fisette, seconded by Mr. Guilderson, it was voted (6 – 0) to accept the minutes of the July 6, 2017 and July 26, 2017 meetings as presented.
8. The next Committee meeting will be Wednesday, August 30, 2017 at 4:00 PM at the Fire Station.
9. Adjournment. On motion of Mr. Horowitz, seconded by Mr. Donoghue, it was voted (6 – 0) to adjourn. Meeting adjourned at 5:15 PM

Respectfully submitted,

Harry Sarkis Terkanian

¹ Public Record Documents

1. Project Budget Report #7
2. Invoices: General Contractor, Architect, Project Manager and Robert B. Our