



Wellfleet Police Station Building Committee
Minutes of Meeting #26; August 30, 2017
Wellfleet Fire Station Training Room, Lawrence Road, Wellfleet

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

Regrets: Lt. Michael Hurley (alternate), Mark Vincent and Dan Hoort

Also Present: Rick Pomroy (Pomroy Associates)

Mr. Terkanian called the meeting to order at 4:00 PM.

1. Project Status.

- a. PCO Log. There are several new submissions, all of which are under review by Pomroy Associates and/or Kaestle Boos Associates as follows:
 - i. #10, Slab demolition for plumbing. To date time and materials total \$12,984.22. Owner and contractor have informally agreed to a 50% split of this item.
 - ii. #22, South gable wall CMU. \$1,506.27 submitted.
 - iii. #23, West wall reframing. The wall was bowed outside the foundation and was not carrying all trusses. It was reframed at the request of the structural engineer. \$12,931.83 submitted.
 - iv. #24, Replace rotted sills. \$536.80 submitted.
 - v. #25, South gable wall reframing. Existing conditions were substandard. Corrections made per structural engineer. \$13,881.53 submitted.
 - vi. #26, Underground soils contamination. \$2,118.75 submitted.
 - vii. #27, Asbestos abatement. Additional abatement beyond contract allowance. Contractor action on this before consultation with owner. \$14,889.05 submitted.

All of the above are under review. As submitted they aggregate \$58,757.45. These should represent the end of unanticipated structural conditions. There is an allowance for stud replacement which will be applied and a portion of environmental engineering costs will be charged back to the general contractor. Mr. Pomroy expressed the opinion that these PCOs represent a typical exposure from unforeseen conditions when renovating an existing structure. Mr. Guilderson asked whether removal of encapsulated asbestos is a requirement. Mr. Pomroy responded that the engineer agrees that removal is not required in all instances. Mr. Pomroy expects all of the PCOs to be resolved by the end of September.

- b. Budget update. Mr. Pomroy reviewed Budget Report Update #8, August 31, 2017 with the committee. A \$767.80 line item was added for OPM reimbursement for utility company fee for line review. This has already been paid and is broken out for clarity with funds coming from the owner contingency line. A \$15,000 line item has been added for Bennett Engineering as environmental consultant. This is an estimate against current charges totaling \$11,511.94. It represents work on three issues: (1) collapsed gas/oil trap remediation; (2) closure of adjacent overflow for the gas/oil trap; and (3) analysis of stained soils. A portion of this cost will be charged back against the general contractor. This item also funded from the owner's contingency.
- c. Project schedule. The general contractor has finally produced a request for a 45 day extension, accompanied by assurances that the job will still be completed on April 20, 2018. Mr. Terkanian noted that there are two costs to the owner associated with an extension: approximately \$20,000 per month in project management and construction administration fees; and an operational burden on the Police Department by potentially pushing the occupancy date to June 1 with the added complexity of transition during a busier time of the year. The project is past 50% based on contract completion date but only about 30% of the contract amount has been billed suggesting that the general contractor is behind schedule.

The extension request is under review by the architect. Mr. Terkanian asked whether there was a contractual obligation on the owner to respond to the request within a specific time. Mr. Pomroy said he would check. Positive news is that the items on the contractor's last two week look ahead are all on schedule. Mr. Walter asked about the installation of the fire protection line and the effect of limited access to the assigned space. Issue is under review by the architect. Mr. Pomroy noted that means and methods are the province of the contractor and if it has to be excavated by hand that becomes the contractor's problem to solve. Mr. Pomroy announced that beginning September 13 he will hold weekly instead of biweekly project meetings. Other schedule items: NextGen 911 preconstruction meeting will be on September 13th. Meeting with shelving vendor on September 7th. Dispatch consoles will be purchased through Motorola under an additional PO. This will insure one vendor is responsible for integration of the consoles with the dispatch equipment.

2. Project Invoices for July, 2017
 - a. General Contractor: \$264,741.63. On motion by Chief Fisette, seconded by Mr. Donoghue it was voted to recommend this invoice for payment. (6-0)
 - b. Architect: \$5,679.10. On motion by Chief Fisette, seconded by Mr. Horowitz it was voted to recommend this invoice for payment. (6-0)
 - c. Project Manager: \$14,800. On motion by Mr. Horowitz, seconded by Mr. Donoghue it was voted to recommend this invoice for payment. (6-0)
 - d. Bennett Environmental: three invoices totaling \$11,511.94. On motion of Chief Fisette, seconded by Mr. Guilderson, it was voted to recommend the three invoices for payment. (6 – 0)
3. Minutes. On motion of Chief Fisette, seconded by Mr. Horowitz, it was voted (6 – 0) to approve the minutes of the August 9, 2017 meeting as presented.
4. The next Committee meeting will include agenda items for a project walk through, action on the contractor extension request and approval of the dispatch consoles, furniture and shelving purchases and will be Wednesday, September 27, 2017 at 4:00 PM at the Fire Station.
5. Adjournment. On motion of Chief Fisette, seconded by Mr. Donoghue, it was voted (6 – 0) to adjourn. Meeting adjourned at 5:12 PM

Respectfully submitted,

Harry Sarkis Terkanian

¹ Public Record Documents

1. PCO/Change Order Log #10 8/31/17
2. Project Budget Report #8 8/31/17
3. General Contractor completion date extension request.
4. Invoices: General Contractor, Architect, Project Manager and Bennett Environmental