

MINUTES ~ July 10, 2007

Ponaganset High School Library

1. Call to Order

Mr. Gregory Laramie, Chair of the Foster Glocester Regional Building Committee, called the meeting of the Foster Glocester Regional Building Committee to order at 6:30 PM in the Ponaganset High School Library.

2. Roll Call

Mrs. Kecia Pierce called the roll. In attendance were Mr. Gregory Laramie of Glocester, Mr. Bill Abt of Foster, Mr. Raymond Fogarty of Glocester, Mr. Warren Ducharme of Foster, Mr. George Jacques of Glocester, Mr. Dennis Chretien of Foster and member emeritus Mrs. I. Lorraine O'Connors of Glocester. Mrs. Julie Capobianco of Foster joined the meeting at 6:40PM. Mrs. Kelly Hunter of Glocester was absent.

3. Discussion/Approval: Owners' Representative Services

Mr. Laramie presented the committee with the Architecture and Engineers Sub-Committee Report and Recommendations to the Foster Glocester Regional Building Committee regarding Owner's Representative Services which names Strategic Building Solutions, LLC as the recommended service provider. The report is attached as reference 1. Based on the recommendation from the sub-committee, Mr. Fogarty moved and Mr. Chretien seconded that:

The Foster Glocester Regional Building Committee retain the Owner Representation services of Strategic Solutions, LLC, 599 Middlesex Turnpike, Old Saybrook, CT, for 27 months (2 months on pre-construction services, 22 months of construction services, and 3 months of project closeout services) for a fixed fee of \$365,200, plus reimbursable expenses not to exceed \$43,000, for a total fee and expenses of \$408,200. Fees are to be paid in equal monthly installments for the life of the project, with reimbursable expenses also paid monthly upon submittal of proper documentation. The proposed agreement is subject to review by the Building Committee's attorney, and pending that review, the committee directs the chairman to execute the agreed upon contract with Strategic Building Solutions, LLC. So voted, 7-0.

Mr. Laramie introduced Mr. Tim Alex the project liaison from SBS and reported that SBS has the project documents and is in the process of getting up to speed on the project. At a minimum, Mr. Alex will report to the Building Committee at the monthly Building Committee meetings.

4. Middle School Project Update

Mr. Grzyb reported the progress as follows: the punch list for the interior work is being made with the focus on finishing up the classroom wing for the FF&E delivery which is scheduled for the first week in August; the wells, water and oil tanks are set, once the covers are in place they will get the area up to grade in time for the August 15th hydro seeding; the soccer field will be reseeded in August; the retention pond area is complete with shrubs planted; the control system for the well house will be delivered Thursday; DEM will come out early next week to do the final testing on the BioClear system; once the pole on the corner of Rustic Hill Road is moved the paving will be completed on Rustic Hill Road to Chopmist Hill; some sidewalks and stripping need to be finalized; regarding the interior work there are some loose ends with the VCT and stair treads which will all be complete by the end of the week; the gym floor needs a few touch ups on the game lines and an additional finish coat; the bleachers are 98% complete, they will be hooked up to the power and tested next week; the millwork is almost complete, the top layer of flooring on the stage will be done by the end of the week and there are some drawers in the science labs which need to be fixed; the elevator is waiting for state inspection; the plumbing certificate of occupancy inspection is complete; the installer will test the boiler next week; the fire suppression inspection has been signed off on and the connection to the fire dept has been tested; the repeater system has been tested and is operational; the HVC roof top units have been programmed and tested, there is one unit that has a drain issue which will be fixed by Friday; the kitchen roof top unit will be tested next week; the kitchen equipment is in place; the electrical permit has been signed off on; the voice over data system equipment will be delivered the week of Aug 1st, the lighting system is operational and the manufacturer will do the final testing next week; the final cleaning will be done the last week of July. Mr. Grzyb reported that he will have a budget update for the August Building Committee Meeting.

Mr. Mark Humphrys provided the committee with an update report on the middle school including information on construction, planning board, ESCO, window treatments FF&E, Move RFP and well design. The full report is attached as reference 2.

The committee discussed planning a public viewing of the school and agreed that something will be done in late September to allow the students to participate in the event. A viewing for town officials will be planned prior to the school opening.

5. High School Project Update

Mr. Alex Ziembra reported that the septic design has been submitted to DEM and DEM has been in contact with Mr. Tim Beehan regarding the review of the design.

Mr. Grzyb reported that a lot of work has gone into preparing the bid documents which are now at the printers. Mr. Grzyb detailed the bidding schedule as follows:

Plans to Merritt (to be copied)	Tuesday	7/10/07
Plans available to bidders	Monday	7/16/07
Pre-bids	Monday	7/23/07
	Thursday	7/26/07
Addendum 1 cut-off date	Tuesday	8/7/07
Issue addendum #1	Friday	8/10/07
Bids due	Tuesday	8/21/07
FGRBC Special Meeting	week of	8/27/07

Mr. Grzyb informed the committee that the critical issue is to get the biomass building drawings on time for bidding.

Mr. Grzyb reported that he has been working on updating the phasing schedule and he distributed the latest copy of the schedule to the committee members. There will be four phases with some site work beginning in September, the sewer work in November and the majority of the work opening up next summer with the final phase scheduled to be completed May 12th 2009. Mr. Grzyb noted that parking will be an issue during the construction. He will work with Mr. Alex and the administration to resolve this issue and other site logistic issues.

Mr. Grzyb reported that the asbestos abatement work started a couple of weeks ago and they are on schedule.

6. ESCO

Mr. Abt reported that he and Mr. Fogarty met with representatives from First Southwest, Ellen Corneau the bond council, Attorney Piccirilli, Dr. Barnes, Dr. Cirillo, Mr. Steve Winsor, Mr. Bob Donovan from RIHBEC and Mr. Ken Nathanson and Mr. John Johnson from ConEd Solutions. The group met to discuss the path forward on the ESCO. Mr. Abt informed the committee that RIHBEC has agreed to handle the financing of the ESCO which means that the project is eligible for interest reimbursement as well. Mr. Winsor reported that the RIHBEC application was mailed today. Once the bids are received in August and the cost of the work is known, the financing information can be finalized. In the meantime, since there is a six month lead time on the Chiptec boiler, the committee needs to authorize payment to Chiptec to begin work on the equipment for the high school and middle school. Mr. Chretien moved and Mr. Abt seconded that the committee authorize the 30% down payment on the Chiptec boiler for the high school for an amount of \$169,359. So voted, 7-0.

Mr. Abt informed the committee that he has been in contact with Mr. Bob Sullivan, a representative of the company selected by the State of Rhode Island to handle the forward energy market sales. Mr. Sullivan will work with ConEd Solutions to get the necessary information to get started on the forward energy sales. Also, Mr. Johnson reported that the National Grid incentive applications have been submitted with estimated amounts of \$150K for the middle school and \$300K for the high school. Mr. Johnson will have more information about this at the next meeting.

7. Business Manager's Report

Mr. Winsor provided the committee with the treasurer's report detailing spending to date of \$23.5M. The report also showed a balance of \$389,856 in the checking account and \$11,827,843 in the money market account. Mr. Winsor reported that there is also \$7M left from the May bond issue.

The committee agreed that the report should be provided to the Gloucester Town Council based on their request to be kept informed of the project. Mr. Winsor informed the committee that he has been working on a report which breaks out the spending between the middle school and high school.

Mr. Jacques moved and Mr. Fogarty seconded to accept the treasurer's report as presented. So voted, 7-0.

8. Approval of Minutes

Mr. Laramie asked that the minutes of the July 12, 2007 meeting be corrected to show the correct GMP amount of \$21M rather than the \$31M listed. Mr. Fogarty moved

and Mr. Ducharme seconded that the minutes of the June 12, 2007 meeting be accepted as corrected. So voted, 6-0-1 with Mr. Chretien abstaining.

9. Adjournment

Mr. Chretien moved and Mr. Ducharme seconded that the meeting be adjourned at 8:15 PM. So voted, 7-0.

Prepared by: Kecia Pierce, Building Committee Clerk

Approved by: Foster Gloucester Building Committee, August 15, 2007

REFERENCE 1

Architecture and Engineering Sub-Committee
Report and Recommendation to the Foster Gloucester Regional Building Committee
regarding
Owner's Representative Services

July 10, 2007

RFP Issued May 3, 2007

Advertised in the Providence Journal on Thursday, May 10, 2007

Pre-Proposal Conferences held on Wednesday May 9 and Tuesday, May 15, 2007

(6 potential bidders attended)

Proposals due on Friday, May 25, 2007

4 proposals were received.

ANC Consultants of East Greenwich, RI

BC Consulting Group, Inc., of Providence, RI

CM Corporation, East Providence, RI

Strategic Building Solutions, LLC (SBS), Old Saybrook, CT

CM Corporation and ANC Consultants proposals were judged to be not responsive to our needs.

BC Consultants and SBS were interviewed on Monday, June 11.

References were checked for each company.

SBS was judged to be the lowest qualified evaluated bid and most responsive to the particular requirements of the RFP, by scoring the highest on the weighted criteria of factors as listed in the RFP. Most strikingly to the sub-committee was the company's perceived ability to fit in with the project team already assembled as well as prior experiences with school construction projects. Fees made up 15% of the evaluation criteria, and SBS scored higher in this area with a fee proposal that was anywhere between \$40,000 and \$150,000 (depending on amount of time spent) lower than the competitor over the life of the project.

Open and honest discussions were held about the amount of time necessary to fulfill the Building Committee's requirements, and we've agreed that at this point in time to project representation of between 3 and 4 days a week for 27 months. This proposal, including the associated fee, is on the document dated June 18, 2007. A meeting was held on Tuesday, June 19, with representatives of SBS, HV Collins, Aharonian and Associates, Bill Abt and myself, to let all the parties meet so as to make sure a consensus amongst the parties (as to the roles and responsibilities of each) existed. It was a good meeting, confirming our earlier perceptions that they would fit in well with the project team, and that all parties involved would be able to work well together.

Based upon this information, it is the sub-committee's strong and unanimous recommendation – we request approval of the following motion:

The Foster Gloucester Regional Building Committee retain the Owner Representation services of Strategic Building Solutions, LLC, 599 Middlesex Turnpike, Old Saybrook, CT, for 27 months (2 months on pre-construction services, 22 months of construction services, and 3 months of project closeout services) for a fixed fee of \$365,200, plus reimbursable expenses not to exceed \$43,000, for a total fee and expenses of \$408,200. Fees are to be paid in equal monthly installments for the life of the project, with reimbursable expenses also paid monthly upon submittal of proper documentation. The proposed agreement is subject to review by the Building Committee's attorney, and pending that review, the committee directs the chairman to execute the agreed upon contract with Strategic Building Solutions, LLC.



AHARONIAN & ASSOCIATES INC. - ARCHITECTS

310 George Washington Highway - Suite 100 - Smithfield, Rhode Island 02917 T 401-232-5010 F 401-232-5080

BUILDING COMMITTEE UPDATE

REPORT DATE: 7/10/07

PONAGANSET MIDDLE SCHOOL

Glocester, RI

Aharonian Job No. 0551.01

▪ **Construction**

Construction is nearly complete. HVC will provide a detailed update of the construction status and approvals received to date. AA has started the Punch List work, beginning with the Academic Wing. We are issuing the room-by-room Punch List to HVC as completed. We expect to be completed with the Punch List work by the end of next week.

▪ **Planning Board**

We attended a Planning Board Workshop on 6/18/07, at which time we presented options for the right turn lane for discussion, including the current scheme which has no right turn lane. In the end, the Planning Board approved the scheme currently in place (no right turn lane), which had always been recommended by CEI as the safest, with the condition that the 50' right hand turning radius at the intersection of Rt 102 & Rustic Hill Road be increased to the extent allowed by RIDOT without requiring the installation of a traffic island. On 7/6/07, we submitted 2 schemes to Ray Goff (Town Planner) for review & approval (60' turning radius; 55' turning radius w/ 3' wider tapered throat area). Per CEI, either scheme was acceptable to RIDOT without further review or submissions. Per Ray Goff, the 55' radius scheme was approved.

▪ **ESCO**

The Biomass Building (CD's issued previously) will be bid out by HVC concurrently w/ the High School Biomass Building for economy of construction cost. HVC will update this timeline.

▪ **Window Treatments**

The Design Package has been completed and delivered to HVC for Bidding.

▪ **FF & E**

Furniture is scheduled to be delivered the last week of July or the 1st week of August. The vendor will visit the site tomorrow for finalization of the delivery date.

The Library casework is scheduled for delivery tomorrow morning and the installation should be complete by next Tuesday (7/17/07).

▪ **Move RFP**

We held the mandatory walk-thru yesterday of the existing Middle School & new Middle School facilities. Four companies were represented so we are anticipating four bids will

be submitted. We also issued Addendum #1 today. Bids are due 7/16/07 @ 2PM @ the FGRSD Business Office.

- **Well Design**

We are still awaiting approval from DOH regarding the Well System Design.

End of Report