

## **SPECIAL MEETING**

**MINUTES ~ September 25, 2007**

Ponaganset Middle School-Room 150

### **1. Call to Order**

Mr. Gregory Laramie, Chair of the Foster Glocester Regional Building Committee, called the special meeting of the Foster Glocester Regional Building Committee to order at 6:00 PM in the Ponaganset Middle School, Room 150.

### **2. Roll Call**

Mrs. Kecia Pierce called the roll. In attendance were Mr. Gregory Laramie of Glocester, Mr. Bill Abt of Foster, Mr. Warren Ducharme of Foster, Mr. Raymond Fogarty of Glocester and Mrs. Kelly Hunter of Glocester. Mrs. Julie Capobianco of Foster was absent as she was out of town on business, Mr. George Jacques of Glocester was absent due to personal issues and Mr. Dennis Chretien of Foster was absent as he was attending the Foster School Committee meeting.

### **3. Executive Session**

Mr. Ducharme moved and Mrs. Hunter seconded to convene to Executive Session in accordance with RI General Laws 42-46-5(a) (2) Potential Litigation. So voted, 5-0.

Mr. Laramie asked Attorney Gregory Picirilli to stay for the executive session

### **4. Reconvene to Open Session**

Mr. Laramie reconvened the meeting to open session at 7:00 PM.

Mrs. Hunter moved and Mr. Abt seconded to seal the minutes from the executive session. So voted, 5-0.

The committee agreed to take a fifteen minute break and continue the open session at 7:15PM as indicated on the agenda.

Mr. Laramie reported that the committee had convened into executive session under RI General Law 42-46-5 (a) (2) to discuss potential legal matters. Mr. Laramie reported that the committee discussed a letter which was received from the Glocester Town Council requesting information from the building committee and agreed that the request will be forwarded to the appropriate people for a response. Mr. Laramie reported that there were no votes taken in executive session other than the vote to reconvene to open session.

### **5. Review of High School Bid Results and Budget**

Mr. Laramie reported that Dr. Cirillo received a letter from Kristen Cole, CPA, Senior Finance Officer for the Department of Education stating that the reimbursement rate for this project would be 67.55%. The letter is attached as reference 1. The committee happily noted that this rate exceeds the 60% reimbursement rate as required by the voters at the Foster/Glocester Financial Town Meeting. Given this information the committee will move forward with the ESCO portion of the project.

Mr. Laramie reported that Mr. Bob Grzyb from H.V. Collins could not attend the meeting so Mr. Jim Plante was reporting on his behalf.

Mr. Laramie reported that 41 bid packages were issued, bids have been received and scope reviews have begun. Mr. Plante reported that they have interviewed twelve subs so far and nine more will be done over the next few weeks. H.V. Collins is prepared to recommend the low bidders on the demolition, site, masonry, HVAC and Electrical bids. Mr. Tim Alix and Mr. Alex Ziemba informed the committee that they concur with the recommendation for the bidders for these bid packages. Mr. Fogarty moved and Mr. Ducharme seconded based on the recommendation of H.V. Collins, Aharonian and Associates and our Owner's Representative to approve bid packages #3-demolition, #4-site, #8-masonry, #38-HVAC and #39-electrical for a total bid of \$8,245,811. So voted, 5-0.

Mr. Plante informed the committee that they are not prepared to make a recommendation on the steel, foundation and curtain wall, glass and skylights bids because of questions arising from the scope review. Additionally, the drywall and plumbing bids cannot be awarded until a decision is made regarding alternate 2, the administrative area. The low bidder on the base bid is different than the low bidder with the base bid and alternate 2.

Mr. Abt reported that alternate 2 is an additional cost of \$239,236 exclusive of FF&E which we should not need to provide and exclusive of design services. Mr. Laramie informed the committee that the project is close to the budget and some value engineering may need to be done. Mr. Laramie suggested that they contact the Town Council to see if they'll help fund the administrative area given that the council has requested that the administrative offices be moved out of the Town Hall.

Mr. Plante explained that the committee can accept the bids with terms of 90 days to decide on the alternative. When questioned, Mr. Plante said that the difference in the base bids was minimal, around \$1,000 however the differences with the administrative space was significant, in one instance a \$40K difference. Mr. Ducharme moved and Mrs. Hunter seconded to approve bid package #19-drywall and bid package #37-plumbing with alternate 2 and to hold the alternate as a 90 day option. So voted, 5-0.

Mr. Plante reported that they are awaiting scope confirmation on minor issues for bid packages #9-steel, #6-foundation and #18-curtain wall, glass and skylights. Mrs. Hunter moved and Mr. Ducharme seconded to accept preliminary approval for bid package #9-steel not to exceed \$759,125, #6-foundation not to exceed \$409,000 and #18-curtain wall, glass and skylights not to exceed \$950,823 pending final scope review. So voted, 5-0.

Mr. Ducharme moved and Mrs. Hunter seconded to amend the earlier motion regarding bid packages #19 and #37 to stipulate that the base bid for package #19 is not to exceed \$811,000 and #37 not to exceed \$1,361,632. So voted, 5-0.

Mr. Alix reported that during the scope review he discussed the scheduling with the contractors and agreed that construction will begin in late October. He also reported that he has met with the building official who has begun his review of the plans and has given the plans to the fire official for review but has not received any comments yet.

Based on the discussion during the last committee meeting, Mr. Fogarty has been looking into hiring an accountant to handle the project accounting. Mr. Fogarty asked the committee for approval to issue an RFP for the project accountant as soon as possible. Mr. Ducharme moved and Mrs. Hunter seconded to authorize Mr. Fogarty to proceed with the RFP in coordination with the Chair, Vice-Chair, owner's rep and current building committee finance manager for a project accountant. So voted, 5-0.

Mr. Abt reported that based on the initial bids, it appears that the project is coming in close to the budget. Mr. Laramie noted that this is different from the middle school project in that the value engineering was done before the bid packages went out for the high school project. Mr. Plante noted that they are still looking for value engineering ideas from the subs.

Mr. Fogarty reported that there is an urgency to looking into the flooding area in the back of the high school building as this area is the rescue access to the fields. Mr. Fogarty wants to make changes in the grade to alleviate flooding. Mr. Laramie reported that he felt that this was outside the scope of the project and the area would need to be designed, engineered and sent out to bid and noted that this area has not been corrected in the past as this is in a DEM protected area. Mr. Abt asked Mr. Aharonian to put together a design proposal for this work.

Mr. Fogarty expressed his concern with how the construction will affect several events scheduled to be held at the high school. Mr. Laramie reported that the building committee has informed the administration of what is going to happen during the construction and that the school department is responsible for making sure the events are properly planned taking the construction into consideration. Mr. Alix agreed to coordinate with Dr. Cirillo and Mr. Dennis Kafalas on the construction site plans and how they will affect upcoming events.

## **6. Middle School Open House Ceremonies on September 29<sup>th</sup>.**

Mr. Laramie reported the following on behalf of Mrs. Capobianco who could not attend the meeting: all invitations have been sent, the RSVP date for dignitaries was today with the only response received was from the Governor who cannot attend, ads have been placed in the Foster Home Journal, Bargain Buyer, Observer/Valley Breeze, Woonsocket Call and the Providence Journal. Mrs. Hunter informed the committee that the Observer/Valley Breeze will send a photographer to the event and a reporter from the Providence Journal will be meeting with Dr. Cirillo at the school tomorrow to do photos and a pre-story on the school. At the request of the committee, Mr. McGovern reported that he can use the sound system from the high school and he will use the chairs from the auditoria for the outdoor ceremony. Mr. Laramie reported that the Town Councils have received invitations and the presidents of each Town Council will be invited to speak, Ms. Pat Marcotte will select one student from Foster and one from Glocester to cut the ribbon, Mrs. Capobianco will confirm that the band will play the national anthem, Mr. Ducharme will take care of the displays, Sodexo will be supplying some refreshments and Mr. Aharonian is working on the dedication plaques though the plaque for the Peckham family will not be available at the event. Mr. McGovern agreed to meet with Mrs. Capobianco and Mr. Ducharme to review the set up and event plan.

## **7. Other**

Mr. Fogarty asked Mr. Laramie to include as agenda items for the next meeting a discussion on the maintenance items needed to purchase and a resource committee update including an update on the Ponaganset Educational Foundation. Mr. McGovern agreed to have a list of maintenance items needed available for the next committee meeting.

## **8. Adjournment**

Mrs. Hunter moved and Mr. Ducharme seconded that the meeting be adjourned at 8:35 PM. So voted, 5-0.

Prepared by: Kecia Pierce, Building Committee Clerk

Approved by: Foster Gloucester Building Committee, October 9, 2007