

Meeting Minutes  
 Project:  
 Meeting Date:  
 Next Meeting Date:

Senior Center Building Committee  
 Ludlow Senior Center  
 January 16, 2020 5:45pm  
 TBD

March 11, 2020 at 4:00 pm

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TOWN OF LUDLOW

Attendees:

- ✓ Fred Lafayette - Chairman
- ✓ Richard Moskal - Vice Chairman
- ✓ Derek DeBarge - Bos Rep.
- ✓ Steve Santos
- x Marco Crescentini - Dietz
- ✓ Matias Gonsalves
- ✓ Mike Szlosek
- ✓ Jodi Zepke - COA Director
- ✓ Daniel Pallotta - P-Three Inc.
- ✓ Nick Jablonski - P-Three Inc.

Location: Current Council of Aging Building

Initial Date	Responsible	Status	Description
3/11/20	P3	In Process	<p>Construction Schedule Update:            P3 updated the overall Construction Schedule and progress as follows:            - Forish Construction is 95% complete with the perimeter foundations, interior footings are 90% complete            - The project is currently on schedule and not experience any delays due to weather            - Framing has begun and is approximately 60% complete            - Underground plumbing has begun and underground electrical work will begin in the coming weeks            - Perimeter drains and roof leader drains are 95% complete</p>
3/11/20	P3	In Process	<p>Project Budget Update:            P3 distributed an updated project budget summary and contingency breakdown. General recap is as follows:            - The current construction contingency fund = \$908,328 with pending PCO's to be discussed further totaling \$191,782.02 potentially reducing the contingency to \$716,546.68.</p>
3/11/20	P3	For Record	<p>Change Order Status Update:            P3 distributed a PCO log, change order #1 and three proposed change order requests:            -The site redesign cost received by the contractor in PCO 2R3 was \$178,830.49. The PCO has been revised 3 times as the project team has requested additional back up and has disputed the costs and the credit amounts. Ledge was discovered after the initial redesign forcing the engineer to redesign the plans again. With the knowledge of ledge it is now clear that the original plan will also need to be altered significantly if the town decides not to go with the redesign. P3 believes the cost should be reduced by \$10,000 to \$12,000 based on in house estimates. The entire PCO was discussed and reviewed. Motion to approve the site drainage redesign change not to exceed \$168,000 was made by Mike and seconded by Fred. Steve was opposed. P3 will continue to work on bringing the price down.</p>
3/11/20	P3	For Record	<p>Change Order Status Update:            Change Order #1 included PCO 1 and 3 which were approved last meeting as well as PCO 4R1 and 5R2. PCO 4R1 is the cost of test pits performed by the contractor for the engineer to explore the ledge found on site. These were performed on T&amp;M (time and materials) tracked and accepted at a cost of \$1,739.22. PCO 5R2 was the addition of cleanouts for the roof leader drains. The contractor recommended them for ease of maintenance and the engineer, architect and OPM agreed. Contractor was directed to proceed in order to cut costs. The cost was \$3,597.00. Motion to approve Change Order #1 at a cost of \$23,210.33 was made by Jodi, seconded by Matias. All were in favor.</p>
3/11/20	P3	Pending	<p>Change Order Cost Status Update:            P3 elected to direct the contractor to proceed with the work in PCO 10 at a cost of \$863.16. This added a support beam for the new overhead door in the kitchen which the town will receive at no cost. If this work was not performed while framing this area of the building the cost would have increased. Motion to endorse the actions of P3 was made by Mike and seconded by Steve.</p>
3/11/20	Owner	For Record	<p>Misc. Notes:            The discovery of a fireprotection water supply line on the town's property serving the buildings to the South of our site was previously unknown to the project team and the town has created some concerns about maintenance and ownership. An easement with westmass may be required. The town will deal directly with Westmass on the issue.</p>

3/11/20	Owner	For Record	<p>Approval of Bills:</p> <p>Motion to approve P3 invoice 12 at the value of \$15,558.75 was made by Mike and seconded by Derek. All in favor.</p> <p>Motion to approve P3 invoice 13 at the value of \$17,982.32 was made by Mike and seconded by Derek. All in favor.</p> <p>Motion to approve Eversource bill of \$8,337.39 made by Mke and seconded by Derek. All in favor.</p> <p>Motion to approve Dietz invoice #12 at the value of \$19,637.16 with a previously approved contract change made by Derek and seconded by Richard. All in favor.</p> <p>Motion to approve Dietz invoice #14 at the value of \$30.76 made by Fred and seconded by Richard. All in favor.</p> <p>Motion to approve Dietz invoice #15 at the value of \$9,600 made by Fred and seconded by Richard. All in favor.</p>
3/11/20	Owner	For Record	<p>Contract Change:</p> <p>Motion to approve Dietz supplemental conditions #3 (contract change) at cost of \$3,850 for additional site redesign work made by Jodi and seconded by Richard. All in favor.</p>
3/11/20	Owner	For Record	<p>Approval of Minutes:</p> <p>Motion to approve minutes dated 01/16/2020 was made by Mike and seconded by Richard. All in favor.</p>
3/11/20	Owner	For Record	<p>Motion to Adjourn:</p> <p>Motion to adjourn made by Steve, seconded by Derek. Unanimous vote to adjourn at 7:30pm.</p> <p>Next Meeting date/time do be determined.</p>

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