

Meeting Minutes  
 Project:  
 Meeting Date:  
 Next Meeting Date:

Senior Center Building Committee  
 Ludlow Senior Center  
 June 30, 2020 4:45pm

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Attendees:

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

Location: Current Council of Aging Building

Initial Date	Responsible	Status	Description
6/30/20	P3	In Process	<p>Construction Schedule Update:</p> <p>The project is currently on schedule. Sitework is on going, the waterline has been tapped for both domestic and fire protection. Once the lines are connected to the building gravel base will be spread for the parking lot area. Masonry is expected to be completed next week. Exterior siding and trim work is on going. Interior insulating will begin next week. Drywall work will begin next week. Overhead rough HVAC/mechanical is in process. Electrical rough in wall is complete, overhead rough is in progress. In wall rough plumbing</p>
6/30/20	P3	In Process	<p>Project Budget Update:</p> <p>P-Three provided an updated Project Budget Report, PCO log and Contingency Breakdown. Currently the project is still well under budget. Our current contingency is at \$707,890.60. There is currently \$22,551.31 of P3 and Dietz approved PCOs and \$44,741.18 of other pending PCOs. Assuming all are approved at the current cost that would reduce our contingency to \$630,919.74.</p>
6/30/20	P3	For Record	<p>PCO review:</p> <p>There was a discussion regarding PCOs related to addendum 4. These PCOs include 27R1 (\$9,939) Drywall Ceilings, 24R1 (\$11,587.02) Finish Glulam Timbers, 25R1 (\$3,994.90) Paint Acoustical Panels, and 28R1 (\$4,244.12) Paint Sprinkler Piping. Last meeting there was discussion of putting these items back out to bid. After reviewing the schedule with the contractor and reviewing the cost difference of performing the work now versus down the line when all finishes are in place P3 recommended we proceed with the values resubmitted. In the future there will need to be a lot more preparation work that can raise the price. The possible cost could increase if this is taken out to bid and the risk versus reward is no longer justifiable to go out to bid. These costs have come down since the initial costs came in. P3 does advise however to proceed on T&amp;M for 24R1 for the Finish of Glulam Timbers as this cost seems overestimated. The members of the building committee discussed and came to</p>
6/30/20	P3	For Record	<p>PCO review:</p> <p>PCO 19R1 (\$4,165.64) Pass Thru Window was also discuss. This cost is for extending the kitchen window opening per Jodi's request. The larger frame will require field welding which is the bulk of the cost. PCO 34R1 (\$7,860.91) Added Blocking at Ceilings was discussed. This PCO is work associated with installing blocking to create a chase for wiring in the ceilings of the great room, dining room and lounge. This will eliminate exposed conduit in these spaces and was performed on Time and Material. PCO 35 (\$864.76) Revised Brick Layout was discussed. This PCO was an issue that was discovered as the masons were working. The drawings had an incorrect dimension that would have misaligned the brick design with the windows. The mason was directed to correct the error on site in order to decrease the cost down the line and it was performed on Time and Material. PCO 36 (\$279) Aluminum Snowguards Credit was discussed. This PCO was a small cost savings to the town as the contractor provided an alternate snowguard that was more cost effective but had the same quality and function. Additional PCOs were</p>
6/30/20	Owner	For Record	<p>PCO Approval:</p> <p>Mike made a motion to approve PCO 19R1 at \$4,165.64. Matt 2nd it. All were in favor.          Mike made a motion to approve PCO 27R1 at \$9,939.00. Richard 2nd it. All were in favor.          Mike made a motion to approve PCO 34R1 at \$7,860.91. Richard 2nd it. All were in favor.          Mike made a motion to approve PCO 35 at \$864.76. Richard 2nd it. All were in favor.          Mike made a motion to direct the contractor to proceed on Time and Material for PCO 24R1, the finish of the glulam timbers. Matt 2nd it. All were in favor.          Matt made a motion to approve PCO 25R1 at \$3,994.90. Mike 2nd it. All were in favor.          Mike made a motion to approve the original painting cost in PCO 27 at \$15,377.26. Jodi 2nd it. All were in favor.</p>

6/30/20	Owner	For Record	<p>Open Discussion:</p> <p>Matt asked who the contractor will be using for a paving company. Nick of P3 will inquire with Forish. Matt also asked if the sidewalks will be sealed to allow for salting and sanding. If not he would like this added to the project. P3 to review the construction specifications. Jodi and Nick mentioned several additions to the project they have asked the contractor to price out. These include Touchless bathroom equipment, additional privacy fencing, added pavers at the lobby/lounge exterior patio, and wiring for a sonos system and intercomm speakers. Matt requested that if pavers are added they be on top of concrete and set from the edge of the concrete. Nick confirmed the town already owns a concrete pad at this</p>
6/30/20	Owner	For Record	<p>Motion to Adjourn:</p> <p>Motion to adjourn made by Jodi, seconded by Richard. Unanimous vote to adjourn at 5:52 pm.</p> <p>Next Meeting date/time do be determined.</p>

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