

Russell Street Elementary School Littleton, Massachusetts

**Project Team:**

Architect

Owner's Project Manager

General Contractor

Drumme Roseane Anderson, Inc.

Daedalus Projects, Inc.

Colantonio Inc.

Monthly Progress Report
November 30, 2010



Daedalus Projects, Incorporated
112 South Street / Boston, MA 02111
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Russell Street Elementary
Monthly Report November 2010

PROJECT SUMMARY

The Town of Littleton is renovating an existing 69,000 SF elementary school. It serves approximately 420 students in grades 3-5 and another 125 students in a “before and after” school tutorial and recreation program for grades 1-5. Phased construction began June 15, 2009 and was completed for September 2010, (64) days ahead of the contract completion date.

PROGRESS SUMMARY **Work Performed**

DPI attended a building committee meeting, a Board of Selectmen meeting, and ran all weekly job meetings. DPI also attended meetings with the Commissioning Agent and subcontractors and oversaw the scheduling and coordination of the remaining CX action items with the GC. DPI also continued to track certified payrolls, observed on a daily basis all ongoing punch list work, coordinated and expedited any remaining RFI's between the GC and Designer, reviewed change order requests with the Designer and GC and oversaw the preparation of Change Orders for the District. DPI also updated the budget and reviewed the current completion schedule with the GC and Designer to ensure that the monetized punch list and any late change order work was completed in a timely manner. DPI also reviewed the monthly pay requisition with the GC and Designer. DPI's Resident Engineer will continue to check in at site until the punch list and late change order work is completed.

Designer-DRA attended building committee meetings and presented Change Orders with recommendations to approve. DRA reviewed and approved the monthly pay requisition. DRA attended weekly job meetings and toured site to back punch. DRA answered all RFI's in a timely manner. DRA's electrical consultant visited the site to review field issues related to the surveillance system.

Contractor/Subcontractors-Colantonio continued working on the punch lists and coordinating the various subcontractors for off-hours work on their punch lists and late change order work. Commissioning is complete except for three items.

Schedule

The project was completed two months ahead of the contract schedule.

Punch lists and Commissioning reports have been issued and are scheduled to be completed by December 8, 2010 along with late change order work.

Completion percentage for Design: 100%

Completion percentage for Construction: 100%

Budget

See attached Total Project Budget update and PCO/Contingency Log. The budget remains under control with approximately \$200,000 in contingency funds remaining. The Building Committee and Selectmen have voted to expend monies toward preferred FF&E options submitted by the District to be funded out of remaining contingency subject to MSBA approval.

On Site Performance

Safety Performance- No OSHA inspections or citations issued this period. To the best of our knowledge there were no lost day accidents during this period.

Construction Quality Assurance/Construction Quality Control-All required testing has been completed and has met specifications.

Environmental Compliance- The final set of IAQ tests were taken the last week of November and met all required standards.

Community Issues

There were no reported community issues during this period.

MBE/WBE Activities

No change in status during this period.

Total Value of MBE: \$110,799 or 1.6% of contract value.

Total Value of WBE: \$86,771 or 1.2% of contract value.

Issues That May Affect Schedule or Budget

The District had requested pricing on several items of additional scope that extended completion beyond the original (30) days. These items are mostly completed. These items are currently factored into the budget.

Russell St. School
Littleton, MA
MSBA "Repair" of MEP's,ADA Issues,Windows,Abatement

Project Budget December 7, 2010		Original Project Budget	Current Project Budget	Spent to Date
CONSTRUCTION				
Phase 1 Abatement	RM Technologies (final)	\$358,169	\$466,963	\$479,861
Phase 2 Temp. Classes	NE Builders (final)	\$188,800	\$204,831	\$204,831
Phase 3 GC	Colantonio	\$6,907,751	\$6,721,900	\$7,046,340
Colantonio Change orders	1 - 18		\$793,856	
IT Switches	(EPlus Technologies)		\$45,217	\$45,831
VOIP phones	(Carousel)		\$49,000	\$46,352
Anticipated costs	12/7/2010		\$54,000	
Other Site Construction/ Storm Water Discharge		\$150,000	in contingency	
Construction Contingency		\$990,000	\$206,359	
SUBTOTAL: Construction		\$8,594,720	\$8,542,126	
FURNISHINGS				
	Technology	\$0	\$0	
	Fixtures, Furnishings & Equipment	\$0	\$5,000	\$4,508
	Signage (other than ADA)	\$0	\$0	
SUBTOTAL: Furnishings		\$0	\$5,000	
PROJECT EXPENSES				
	Builders Risk Policy	\$12,000	\$12,044	\$12,044
	Bond Issuance Cost/Interest Expense	\$0	\$0	
	DPI Feasibility Study	\$45,000	\$45,000	\$45,000
	DPI Basic Services	\$372,900	\$372,900	\$329,800
	Materials Testing Pinnell Labs , Briggs	\$25,000	\$25,000	\$21,725
	Commissioning Agent			
	Utility Company Backcharges	\$30,000	\$5,000	\$4,251
	Moving	\$50,000	\$165,000	\$164,279
	Site survey- Nitsch Engineering	\$25,000	\$0	
	Printing & Copying	\$25,000	\$10,000	\$7,964
	Legal (not reimbursable)	\$25,000	\$8,000	\$7,402
	Technology Consultant	\$10,000	\$0	\$1,345
	Geotechnical Investigation/Nitch/McPhail	\$25,000	\$0	
	Structural Peer Review	\$7,500	\$0	
	Advertising	\$1,500	\$75	\$73
	Environmental Consultant UEC		\$12,000	\$11,138
	Environmental Consultant S&W	\$60,000	\$0	
SUBTOTAL: Project Expenses		\$713,900	\$655,019	
PROFESSIONAL FEES				
	DRA Feasibility Study	\$67,500	\$67,500	\$67,500
	DRA Basic Services	\$1,120,000	\$1,120,000	\$1,091,339
	DRA Amendments 1-4		\$111,475	\$94,029
	Printing /Reimbursables	\$25,000	\$20,000	\$19,699
SUBTOTAL: Professional Fees		\$1,212,500	\$1,318,975	
CONTINGENCY				
	Design & Reserve Contingency	\$0	\$0	
SUBTOTAL: Contingency		\$0	\$0	
ESCALATION				
	Escalation of Hard Costs (4% hard costs/year to mid-point construction)	\$0	\$0	
SUBTOTAL: Contingency		\$0	\$0	
TOTAL PROJECT COST		\$10,521,120	\$10,521,120	\$9,705,311

Total Project Budget	\$10,521,120
Ineligible Costs	\$55,000
Scope Items Excluded	\$69,878
Basis of Facilities Grant	<u>\$10,396,242</u>
Reimbursement Rate	47.84%
Total Maximum Facilities Grant	\$4,973,562
Costs to date	\$9,705,311
Anticipated Project Cost	\$815,809
Less Facilities grant to date	<u>\$3,548,387</u>
Current worst case Town share	\$6,972,733
Town funding article 5/5/2009	\$13,400,000



Pend Item No.	GC's			Date	Description	MSBA Elig	CHANGE ORDERS	C.O. No.	Anticipated Cost Issues	Owner requested		Items requested	
	PCO No.	CCD No.	ARCH PR							Increased Scope	Differing Conditions	by inspectors beyond code	Insufficient Design
				06/29/2009	RM Technologies Change Orders 1, 2, 3, 4, 5, 6		\$108,793.70						
				06/29/2009	New England Builders Change Orders 1, 2, 3		\$16,030.60						
1					DRA PSS# 1 Nitsch		\$11,275.00						
2					DRA PSS# 2 S&W (\$60,000 in budget, \$62260 to date)		\$43,120.00						
3					DRA PSS# 3 S&W (see above)		\$19,140.00						
4					DRA PSS# 4 Pinelle		\$5,834.00						
5					DRA PSS# 5 DRA Slab moisture		\$5,805.00						
6					DRA PSS# 6 Storm Drain Redesign		\$12,100.00						
7					DRA PSS# 7 Storm Drain Redesign		\$1,980.00						
8					DRA PSS# 8 S+W PCB's		\$9,460.00						
					DRA PSS# 9		\$2,761.00						
9	3	1	1	09/29/2009	Add Dust Barrier	+	\$1,515.00	1			\$1,515		
10	5	2	3	10/05/2009	Repair Cracked Lintel	+	\$850.00	1				\$850	
11	4	3	4	10/05/2009	Add Construction Fence	+	\$1,134.00	1			\$1,134		
12	1			08/27/2009	Provide Additional Insurance		\$0.00			void			
13	2			08/27/2009	Credit for Builder's Risk Insurance		(\$5,900.00)	1			-\$5,900		
13	6R1	6	8	10/16/2009	Storm Drain Redesign	+	\$94,500.00	5				\$94,500	
14	11		9	10/23/2009	Change MDO Painted to CFRP	+	\$3,857.00	3					\$3,857
15			7	10/15/2009	Footing Revisions		\$0.00					\$0	
16	7		6	10/15/2009	Refasten Transoms	+	\$3,480.00	3				\$3,480	
17			2	09/23/2009	Delete Underground Piping	+	(\$2,500.00)	10			-\$2,500		
18			5	10/14/2009	Modify Column Footing		\$0.00					\$0	
19	10R, 22		10		Locker Upgrades		\$0.00			void		\$0	
20	8, 9		11	10/23/2009	Revise Waterline/Hydrant Layout Part 1	+	\$6,000.00	2					\$6,000
21					Additional IAQ Testing UEI		\$0.00			in budget	\$0		
22	8R		11		Misc. costs / waterline ex./shutdown Part 2	+	\$47,286.00	2				\$47,286	
23	16	7			Repair existing heat units Tiger's Den	-	\$1,282.00	3			\$1,282		
24			18		Modify Electric Rooms	+	\$6,103.00	5				\$6,103	
25	19		18		Modify Electric Rooms/Demo existing chimney	+	\$17,670.00	3				\$17,670	
26			14		Clean and flush exist. Drain lines		\$0.00			in budget			
28					Fire watch per Town	+	\$20,000.00	1					\$20,000
29	13R		16		Additional millwork in Art rooms	-	\$7,387.00	5			\$7,387		
30			23, 25		Kitchen equipment revisions	+	\$0.00			see #82			
31	18				Temp. walkway enclosure	+	\$5,566.00	3			\$5,566		
32			18		Add card readers at ext. doors		\$0.00						
34					Additional empty conduits for future sign		\$0.00			void	\$0		
35	14				Extend retaining wall 15'	+	\$5,897.00	3					\$5,897
36	15				Revise routing and quantity of empty 4" conduits	+	\$4,849.00	3			\$4,849		
37					Verizon backcharge		\$0.00			in budget	\$0		
39	34		27		Curtain wall insulation	+	\$5,870.00	6			\$5,870		
40	12R	7			Repair existing heat units Admin.	-	\$7,379.00	3			\$7,379		
41			13		Cabinet heater relocation	+	\$261.00	8				\$261	
42	21		20		Add power rm A117	+	\$2,913.00	5					\$2,913
43	20R1		21		Window PCB's	+	\$16,526.00	6				\$16,526	
44	17R1		19		Door closers/wing walls	+	\$12,195.00	3					\$12,195
45			12		Future sign	-				\$30,000			
46			26		Delete IT conduit		(\$8,000.00)	10			(\$8,000)		
47	23		18		Electricians O.T. for electric room redesign	+	\$3,600.00	5				\$3,600	
48	24		22		Add fire safing at window/slab phase 1	+	\$2,878.00	5				\$2,878	
49	25				Add 3 way switches at stairwells	+	\$4,289.00	6					\$4,289



Pend Item	GC's			Date	Description	MSBA	CHANGE	C.O.	Anticipated Cost	Owner requested		Items requested	
	PCO	CCD	ARCH							Increased	Differing	by inspectors	Insufficient
50	27		22		Add fire safing at window/slab phase 2,3	+	\$12,388.00	6			\$12,388		
51					Delete power to exist. Gym fans	+	(\$2,643.00)	7			(\$2,643)		
52			29	02/01/2010	Containment curb in Elevator Machine Room	+	\$2,604.00	8		\$2,604			
53			24	01/20/2010	Add soffits @ Lobby	+	\$4,300.00	17			\$4,300		
54					Add (10) security cameras	+	\$30,456.00	10		\$30,456			
55					Added HVAC commissioning time	+	\$0.00		void				
56					Electricians O.T. for Fire Dept. FA panel temp. connection	+	\$4,538.00	6			\$4,538		
57	35		27		Insulated window perimeters	+	\$5,187.00	6		\$5,187			
58	28				Dismantle temp walkway	+	\$1,315.00	6		\$1,315			
59	29				Temp. carpet at reception desk	+	\$630.00	6		\$630			
60	31				Add circuit for electric bell	+	\$1,820.00	8				\$1,820	
61	32				Clean adhesive from chalkboards	+	\$1,013.00	6		\$1,013			
62	36R		17	05/11/2010	Add. Card readers	+	\$20,140.00	8		\$20,140			
63	38				Add Densglas at UV's	+	\$5,882.00	8			\$5,882		
64	45				Infill toilet room floors	+	\$2,946.00	7			\$2,946		
65	46				Paint Conduits	-	\$1,107.00	8			\$1,107		
66	47				Repaint walls	-	\$771.00	8			\$771		
67	49		36R		Revised window flashing	+	\$6,537.00	8			\$6,537		
68	50				Over time for electricians	+	\$5,010.00	8			\$5,010		
69	51		35		Revise power to elevator	+	\$2,637.00	8					\$2,637
70	52		34		Furr out wall	+	\$1,418.00	8			\$1,418		
71	54				Hot pan wells	+	\$820.00	10		\$820			
72	55				Abate transite pipe	+	\$735.00	8			\$735		
73	56R				Demo/replace freezer floor	+	\$9,979.00	8			\$9,979		
74	57				Add light fixture at stair B	+	\$1,248.00	8					\$1,248
75	58				Modify dishwasher vent	+	\$4,961.00	8			\$4,961		
76	59				Add alarm bell	+	\$930.00	8				\$930	
77	60				Add weatherproof GFI	+	\$1,484.00	8				\$1,484	
78	61				Add exterior strobe	+	\$1,307.00	8				\$1,307	
79	62		38		waterproofing toilet room floors	+	\$3,699.00	8		\$3,699			
80	63		23		Kitchen gas equipment	+	\$11,274.00	9		\$11,274			
81	64		23		Kitchen elec changes	+	\$9,977.00	9		\$9,977			
82	65		23, 40		Kitchen gas changes	+	\$15,540.00	9		\$15,540			
83	66		40		Mech. Room gas changes	+	\$2,819.00	9			\$2,819		
84	67				Stair rail reinforcing	+	\$1,584.00	10			\$1,584		
85	68			06/09/2010	Waterfilter for steamer	+	\$825.00	10		\$825			
86	69				Change window caulk	+	\$0.00		void				
87	70				Electric room walls	+	\$5,270.00	10			\$5,270		
88	71				Security Sysyem/Access Internet	+	\$9,384.00	10		\$9,384			
89	72				Modify guard rail	+	\$891.00	10			\$891		
90	73				Mullion insulation credit	+	\$0.00		void				
91	74				Add 10 louvers	+	\$7,168.00	11					\$7,168
92	75				Reinstall decorative tiles	+	\$0.00		void				
93	76				Cafeteria duct/structure mods	+	\$5,050.00	11			\$5,050		
94	77				Staff toilet plumbing	+	\$1,759.00	11		\$1,759			
95					Fire watch	+	\$10,000.00	10				\$10,000	
96					Notch cooler for drain		\$756.00	10					
97					Ten additional louvers		\$6,662.00	10					
98					Owner's FF&E List		\$0.00		void				
99					Hose bibbs	+	\$7,337.00	13		\$7,337			
100					Replace hood fan, duct work	+	\$9,644.00	11					\$9,664



Pend Item	GC's			Date	Description	MSBA	CHANGE	C.O.	Anticipated Cost	Owner requested		Items requested	
	PCO	CCD	ARCH							Increased	Differing	by inspectors	Insufficient
101				07/07/2010	Hood lighting, conduits	+	\$9,907.00	13					\$9,907
102					Demo loading dock	+	\$3,442.00	11		\$3,442			
103					Window test (with DPI invoice for September)				in budget				
104					Remove shower heads		\$0.00		void				
105					Wash sink faucet	+	\$676.00	11					\$676
106					Extended warranties		\$0.00		void				
107					ACM in dumpster	+	\$28,879.00	13			\$28,879		
108					Glycol wiring circuits		\$0.00		void				
109	121 R1				Ext. spotlights		\$0.00	17	See #122				
110					Repair loading dock, roof, elec.		\$1,595.00	17		\$1,595			
111					Sprinklers under stage	+	\$6,523.00	12			\$6,523		
112	99				Gym fan circuits, fans		\$0.00	16	See #122				
113					Misc. soffits, partitions, GWB		\$18,146.00	17			\$18,146		
114					Skim Tiger's Den floor	+	\$7,209.00	13			\$7,209		
115					Misc. ACM		\$6,100.00	17			\$6,100		
116					Demo/replace IT floor	+	\$4,779.00	13			\$4,779		
117				08/04/2010	Toilet room floors/ walls	+	\$38,221.00	14			\$38,221		
118					Extended fence rental	+	\$2,268.00	12		\$2,268			
119					Gang toilet hose bibbs	+	\$2,287.00	12				\$2,287	
120					Rework AV openings	+	\$3,319.00	12			\$3,319		
121					Add smoke duct detector	+	\$1,454.00	13					\$1,454
122	99				Chairlift disconnect		\$0.00	17	See #122				
123	108				Refasten wardrobe closets		\$710.00	16		\$710			
124	97				Dishwasher modifications		\$8,287.00	16			\$8,287		
125	126				Misc. CMU patching		\$1,259.00	16			\$1,259		
126	101				Cleanout under stage		\$0.00		void				
127					Add PVC jackets to gym piping		\$0.00		void				
128	125				Replace floor exp. joint covers, wall covers		\$1,343.00	16		\$1,343			
129					Misc. exp. joint caulking		\$225.00	17		\$225			
130	99				Bleacher disconnects		\$0.00		See #122				
131				08/18/2010	Kitchen Floor repairs		\$0.00		void				
132	104		62		Elec. closet exhaust		\$801.00	15					\$801
133					Add stage batten		\$3,355.00	18		\$3,355			
134	121 R1				Add emergency circuit to Chiller				\$4,000	\$4,000			
135					Tigers Den floor level		\$12,661.00	17			\$12,661		
136	111				stage floor underlayment		\$7,325.00	16			\$7,325		
137					Light fixtures PR #25		\$2,070.00	17			\$2,070		
138	154				Shunt trip for gas shut off		\$593.00	18					\$593
139	122				Add exit signs at stage		\$0.00		See #122				
140					Repair electrical feed to griddle		\$0.00		See #122				
141	121 R1				Add heat trace to freezer drain		\$0.00		See #122				
142					Structural support at rear wall		\$8,688.00	17			\$8,688		
143					Electrical OT		\$13,677.00	17			\$13,677		
144					Misc landscape repairs		\$1,970.00	17		\$1,970			
145	115			09/02/2010	Painter O.T.		\$4,892.00	16			\$4,892		
146					Re-clean for Change Order Work		\$0.00		void				
147	122				Add exit signs at Library		\$0.00		See #122				
148	122				Misc. electrical T&M		\$23,954.00	16			\$23,954		
149	123				Misc. carpentry T&M		\$2,003.00	16		\$2,003			
150	105			09/28/2010	Lift for window test		\$496.00	15		\$496			
151	101				Added demo		\$2,094.00	15			\$2,094		



Pend Item	GC's			Date	Description	MSBA	CHANGE	C.O.	Anticipated Cost	Owner requested		Items requested	
	PCO	CCD	ARCH							Increased	Differing	by inspectors	Insufficient
152	106				Firesafe at 2nd floor		\$1,227.00	15				\$1,227	
153	84r1				Credit on dumpster disposal		(\$1,033.00)	16				-\$1,033	
154	107				Change interior signage		\$368.00	16		\$368			
155	109				Misc. painter T&M		\$445.00	16		\$445			
156	110				Add PIV tamper switch		\$219.00	16					\$219
157	112				RE-install Library shelving		\$1,293.00	16		\$1,293			
158	114				Misc. plumbing T&M		\$4,577.00	16				\$4,577	
159	117				Add intercom at HP lift		\$2,732.00	16					\$2,732
160	118				Revise radiation cover at stair landing		\$655.00	16					\$655
161	120				SS plaque		\$2,458.00	16		\$2,458			
162					Misc. electrical T&M		\$13,174.00	17				\$13,174	
163					Misc. carpentry T&M		\$8,299.00	18				\$8,299	
164					Add brake metal at windows		\$1,054.00	16		\$1,054			
165					Misc. carpentry, cleanup by GC		\$8,190.00	17				\$8,190	
166					Add pipe guards at gym		\$0.00		void				
167					Add exit light guards at gym		\$1,054.00	17		\$1,054			
168					Replace wire glass at exit doors		\$1,223.00	17					\$1,223
169					Connect stage dimming to FA		\$5,340.00	17					\$5,340
170					Final firewatch total		(\$7,947.00)	16					-\$7,947
				11/03/2010	Misc. ACM		\$1,155.00	17				\$1,155	
					ACM at Music room		\$4,010.00	17				\$4,010	
					Misc. GWB		\$4,287.00	17					\$4,287
					Misc. ACM		\$588.00	17				\$588	
					Cut back CMU from windows		\$1,335.00	17				\$1,335	
					Delete Chase at Rm B107		(\$337.00)	17				-\$337	
					Revise kitchen circuits				\$8,000	\$8,000			
					Add heat to gym office		\$0.00		void				
					Revise Tigers Den hardware				\$5,000	\$5,000			
					Onssi		\$0.00		void				
				11/30/2010	Camera Integration		\$1,331.00	18				\$1,331	
					Misc. painting T&M		\$434.00	18				\$434	
					Delete plumbing fixtures		(\$3,004.00)	18				-\$3,004	
					Remove PCB caulking		\$3,675.00	18				\$3,675	
					Paint storage cabinets				\$3,000	\$3,000			
					_____office heater				\$1,000	\$1,000			
					Plaque revision				\$1,000	\$1,000			
					Griffin dispute				\$2,000	\$2,000			
					Credit for dent in convection oven		(\$200.00)	18					
Totals							\$793,856.00		\$54,000.00	\$187,382.00	\$509,640.00	\$77,446.00	\$36,190.00
										2.8%	7.6%	1.2%	0.5%
Original contract value (Colantonio)							\$6,721,900						
Contingency (\$990,000 + \$150,000)							\$1,140,000.00						
Project Expense Adjustments							\$39,039.30						
RM Technologies Change Orders 1-6							\$108,793.70						
New England Builders Change Orders 1-3							\$16,030.60						
Colantonio Signed Change Orders 1-18							\$793,856.00						
Current unencumbered contingency							\$260,359.00						



Pend Item	GC's PCO	CCD	ARCH	Date	Description	MSBA	CHANGE	C.O.	Anticipated Cost	Owner requested Increased	Differing	Items requested by inspectors	Insufficient
					Anticipated change issues		\$54,000.00						
					Anticipated unencumbered contingency		\$206,359.00						

Construction Meeting Minutes

Project:	Building Renovations and Systems Upgrades Russell Street Elementary School, Littleton, MA	Architect Project No.: 09005.00
Prepared by:	John Christiansen	Meeting Date: 11/2/10
Re:	Owner / Contractor Meeting Minutes	Meeting No: 58
Distribution:	Attendees, Russell Street School Building Committee	
Attendees:	Steve Mark (SM) – Littleton Schools Business Manager Jim Guarino (JG) – DRA Architect Bill Gambill (BG) – Colantonio, Inc. Project Manager John Christiansen (JC) – Daedalus Projects, Inc. (DPI) Clerk of the Works Bob White (BW) – DPI OPM	

Item #	Action	Discussion
		OLD BUSINESS
44.13	DPI	<p>(7/13) The Team agreed that the main lobby above-ceiling MEP piping, ducts and equipment should be dusted and cleaned for air quality after the extensive demolition. (7/20) Ongoing. (7/27) Ongoing. (8/2) Ongoing. (8/10) Ongoing. (8/17) GS reported cleaning is under way. JC will schedule IAQ testing. (8/24) JC will schedule for week of 8/30. (8/31) Testing is scheduled for 9/1. (9/14) JC advised the last IAQ test produced good results. BW requested one final test after the HVAC filters have been changed. (9/21) BG reported that PJ Dionne will change the filters this week, during the evening. JC will call for testing when completed. (9/28) Ongoing. (10/5) BG reported that PJ Dionne will install the filters when they are on site for boiler startup next week (10/13). (10/19) JC reported the air filters were changed. A final IAQ test will be scheduled. (10/26) JC reported the testing company was contacted and we were put on their schedule. (11/2) JC reported UEC will do the IQA test this week.</p>
49.4	Colantonio	<p>(8/17) BG noted Colantonio had hardware issues to review in field with JG. (8/24) The review was undertaken. (8/31) GS will review with JG again. (9/14) GS advised this hardware is due 10/1. (9/21) Ongoing. (10/5) DT reported that the hardware is coming in slowly. They do not have sufficient pieces to complete. The Team reviewed the list of hardware items and determined the status of each item. (10/19) BG will review with his super to get the remaining contract work installed. (10/26) BG schedule remaining work. (11/2) Ongoing.</p>
51.04	Littleton/DPI	<p>(8/31) JG reported that Mike DiBari and Alan Brown were reviewing the requirements and specs for the Garaventa lift call button. (9/14) JG issued PR and BG will have CP issued today. (9/21) CP was issued and DRA is reviewing. If the cost is acceptable, BW directed the work be scheduled. (9/28) This CP will be included in CO #16. (10/5) BG reported the call button is ordered. (10/19) Ongoing. (10/26) BG reported the call button is installed and is ready for Carousel to make connection to their system. (11/2) JC reported that Carousel will make the connections to this system and the PA/Intercom system to the VoIP system for \$2,000. RW and SM requested the work proceed.</p>

52.1	Record	(9/14) JG requested status of CP for the Littleton FD-mandate to install house light controls linked to the fire alarm in the cafetorium. BG advised the Griffin price would be forwarded. (9/21) CP was issued and DRA is reviewing. If the cost is acceptable, BW directed the work be scheduled. (9/28) JG advised that CES took exception to the Griffin estimate and directed they connect to a local device. (10/5) JG reported that CES has not received an explanation from Griffin. BG will contact Griffin and CES. (10/19) BG reported this work will be done tomorrow. (10/26) BG reported the work is completed and Griffin will schedule Littleton FD to test. (11/2) BG reported the FD completed the test and the system works as required by law.
52.2	Colantonio	(9/14) JG requested status of CPs for Chairman Crowley's punch list. JG had issued some PRs. BG advised some items were being done with the other punch list items and others are being priced. (9/21) BW directed BG to have Griffin provide EXIT sign protection in the gym. (9/28) DT will check on order. (10/5) BG reported Griffin has been directed to furnish and install. (10/19) BG submitted CP. BW directed work to be installed. (10/26) BG reported the protection is on order. (11/2) Ongoing.
52.3	Record	(9/14) JG inquired about the status of the punch list . GS advised it will be ready to back punch at the end of next week (9/24). (9/21) Ongoing. (9/28) DT reported Colantonio continues to complete items. He will copy his completion list for DRA. (10/5) DT provided updated list of completed items. JG provided a list of back punched and open items. (10/19) The Team will consolidate all punch lists for final review and monetization. (10/26) Ongoing. (11/2) JG reported remaining punch list items have been monetized.
52.4	Colantonio/DRA	(9/14) JG inquired about the status of the O&M manuals , warranties and as-builts. BG reported PJ Dionne has submitted their documents and the other subs are compiling their docs. It was agreed that 2 CDs and 2 print copies are sufficient for the submittal. (9/21) Ongoing. (9/28) JG delivered a copy of the Mechanical O&Ms. All other O&Ms have not been delivered for review by the consultants. DT will check on date to receive. (10/5) BG transmitted a copy of the electrical O&Ms to JG. Plumbing O&Ms are outstanding. (10/19) JG reported he was expecting the electrical O&Ms from CES' review. BW requested all warranties be placed in one binder. (10/26) Ongoing. (11/2) BG delivered another copy of the Mechanical O&Ms. He also delivered two copies of the bleacher and Fire Protection O&Ms. The remaining O&Ms are outstanding.
52.9	Record	(9/14) BG advised Griffin will issue a cut sheet on the theatrical light power strip for DRA review. (9/21) Ongoing. (9/28) JG reported that the light power strip is acceptable. (10/5) JG and BG will review with Griffin via conference call. (10/19) JC reported that Griffin has suggested using an outlet box/conduit assembly (painted black) to eliminate lowering the batten into the LCD projector's field. JG will review with 3Si. (10/26) The Team agreed the outlet box/conduit assembly is the correct option. BG advised Griffin is pricing. (11/2) BG reported CP #153 has been submitted for \$3,355.
52.11	Record	(9/14) JC noted the assigned line to the elevator is on Verizon Centrex system. SM will get a POTS line installed. (9/21) SM will order. (9/28) SM requested assistance with the status of current lines coming into the school. JC

		will review. (10/5) Ongoing. (10/19) JC will issue a memo describing the existing lines. (10/26) Ongoing. (11/2) JC issued the memo with attached existing telephone lines via e-mail to SM.
52.12	Colantonio	(9/14) JC advised that Griffin was requesting a DEP permit number to remove the light ballasts from the site. BG will research. (9/21) Ongoing. BW gave BG Smith & Wessell's contact person to discuss issue. (9/28) Ongoing. (10/5) Ongoing. (10/19) JG gave BG the contact information. (10/26) Griffin has been given the school's DEP permit number. (11/2) BG advised that Griffin will remove from the site this week.
52.13	DRA	(9/14) JC noted that Signet was looking for ONSSI license fees for the 10 added CCTV cameras. (9/21) BG clarified that the software version is outdated for new camera controls. BG and JG will get Signet and 3si together to discuss requirements. SM will review with the IT Department. (9/28) SM advised that he spoke with ONSSI and Ongoing. (10/5) SM noted that he discussed the ONSSI software with his security vendor and was advised there should be no problem getting the upgrade. JC reported he was on a teleconference with Signet, Griffin and ONSSI and the ONSSI rep asked for payment. Signet/Griffin is forwarding CP for the upgrade. (10/19) BG submitted a CP for \$17,400 for the software upgrade. SM will contact his vendor regarding a comparable bid. (10/26) No comments available. (11/2) BW requested JG have 3Si do a complete review of the Signet proposals and advise on the cost for the software upgrade.
52.14	DRA	(9/14) GS reported that the remaining hardware for the card swipe system is due Oct 1. (9/21) No change. (9/28) DT reported that some deliveries have arrived. (10/5) DT is still awaiting parts. SM requested status of the main and gym lobby entries. BG will follow up. (10/19) BG reports the hardware is in. He will follow up on the installation. (10/26) BG noted that the hardware selected for the Tigers' Den entry will not work. He is working with Eagle Hardware to get a different configuration. (11/2) BG suggested electric strikes for the Tigers' Den. JG will review with his hardware consultant.
52.16	Colantonio	(9/14) JC noted that the kitchen GFCIs were tripping when the old kitchen equipment is used. The food service director is having the equipment inspected and rewired, where needed. (9/21) JC reported the equipment had been overhauled. JG reviewed the needs and will discuss with CES. (9/28) JG issued PR to add circuits. (10/5) JC reported that Griffin foreman's opinion was the new circuit breaker GFCI would still trip, due to grounding in the existing warmer. SM will discuss with John Overcash. (10/19) SM will get cost and spec for new warmer. JG will have CES review the spec for correct power. (10/26) SM reported that a new warmer will cost \$1,400. He provided JG with product info and JG will review with consultants. (11/2) BW recommended holding on warmer purchase and requested BG have Griffin install the circuit on T&M.
52.18	DRA/3Si	(9/14) JC requested a complete testing of the PA system, which has been operating inconsistently. (9/21) JC reported the WSPF+K review confirmed inconsistent operation. BW requested test reports from Signet on this system. (9/28) DT will check on test reports. (10/5) Ongoing. (10/19) Signet

		was advised that test reports are required close out documents. (10/26) After the meeting, the PA system was reviewed by 3Si and they will issue a report indicating they are satisfied with the installation. (11/2) 3Si report is pending.
52.22	WSPF+K/ Colantonio	(9/14) BW requested a commissioning schedule and completion date. (9/21) The target is the end of the month. (9/28) Ongoing. (10/5) JC reported that Griffin had completed their outstanding punch list items. WSK-F+K has scheduled a boiler pre-start review for Wednesday, 10/13. (10/19) BW requested the remaining items on the WSP-F+K be addressed ASAP. (10/26) BG reported Griffin has addressed the commissioning agent's comments. JC noted PJ Dionne has been scheduled to complete their items tomorrow with WSP-F+K. (11/2) BG reported that PJ Dionne has completed their remaining items and that RP O'Connell is on site.
52.24	Colantonio	(9/14) BW requested a list of attic stock . JG will prepare. (9/21) Ongoing. (9/28) Ongoing. (10/5) DT will prepare a list. (10/19) BG has received list and transmitted to the subs. (10/26) Ongoing. (11/2) BG advised that some items have been delivered.
53.01	Record	(9/21) JC requested touch up paint for the gym lobby MDO panels . (9/28) DT is looking for it. (10/5) Ongoing. (10/19) Ongoing. (10/26) BG will call the manufacturer for paint. (11/2) BG delivered the paint. SM requested the formula.
54.02	Record	(9/28) JC noted a number of items on the warranty/trouble list for Boston Showcase . DT will review items. (10/5) BG advised the Boston Showcase pm died and another would be assigned. (10/19) BG will follow up. (10/26) BG reported Boston Showcase had made repairs. JC noted the freezer temperature gauge and equipment dent remained. (11/2) JG advised these remaining items have been monetized on the punch list.
55.3	Colantonio	(10/5) BG noted GS will contact the Building Commissioner regarding the remaining conditions for permanent Certificate of Occupancy. (10/19) BG reported they received an extension (to 11/7) on their temporary C of O. (10/26) BG advised that he have GS contact the Building Department following the completion of the remaining Fire Department requirements. (11/2) BG reported that GS has discussed with the Building Department and GS will contact them when the lift inspection (from the State) is completed.
56.1	Colantonio	(10/19) BG offered assistance removing the temporary walk off mat from the vestibule. (10/26) Ongoing. (11/2) Ongoing.
56.3	Record	(10/19) SM reported that the school will need a monitor and CPU set up for the observation of door use during the school day. (10/26) Ongoing. (11/2) The Town will provide.
56.4	Record	(10/19) BG advised that Commonwealth Tile would be sealing the grout in all tile areas this week. (10/26) BG advised they are scheduled for tomorrow. (11/2) Work is completed.
56.5	Record	(10/19) BG advised the remaining lobby base tile would be arriving early November. (10/26) Ongoing. (11/2) Work is completed.
56.6	Record	(10/19) SM will contact a local contractor to install the HVAC pipe protection in

		the gym. (10/26) Ongoing. (11/2) Item closed.
56.7	Record	(10/19) BG reported the gym corridor wall protection panels will be installed later this week. (10/26) BG reports the materials will be delivered on Thursday and installed on Saturday. (11/2) Work completed.
56.8	Record	(10/19) BG advised they will give a credit for the concrete bench that was not installed. (10/26) Ongoing. (11/2) JG reported this work has been added to the monetized punch list.
56.9	Record	(10/19) BG reported the cubicle curtains in the Nurse's office would be installed when the material arrives. (10/26) Ongoing. (11/2) JG reported this work has been added to the monetized punch list.
57.1	Record	(10/26) BW requested JG to do a final review of the window installation and send a letter of acceptance for record. (11/2) BW advised the letter was forwarded to Rich Crowley.
57.2	Colantonio	(10/26) BW requested 3Si review the sequence of operation at the main entry door with Signet today. (11/2) JG reported the work was reviewed with 3Si and noted the sequence of operations needs to be revised. BG will pull the subs together to resolve.
		NEW BUSINESS
58.1	Colantonio	JG advised that DRA issued a PR for heating in the gym office (aka the Work Room). Included is an SK for a new electric heating element. Following a review, the Team settled on a standard door grille for ventilation transfer.
58.2	DPI	BW requested a copy of the compiled warranty, training and attic stock list be forwarded to the RSSBC.
58.3	DPI	BW requested confirmation of the metal cabinet painting on 11/10.
58.4	DPI	SM requested an update list of FF&E vendors on the State procurement list.

The above is my summation of our meeting. If you have any additions and/or corrections, please contact me for incorporation into these minutes. After 5 days, we will accept these minutes as an accurate summary of our discussion and enter them into the permanent record of the project.

Construction Meeting Minutes

Project:	Building Renovations and Systems Upgrades Russell Street Elementary School, Littleton, MA	Architect Project No.: 09005.00
Prepared by:	John Christiansen	Meeting Date: 11/30/10
Re:	Owner / Contractor Meeting Minutes	Meeting No: 59
Distribution:	Attendees, Russell Street School Building Committee	
Attendees:	Steve Mark (SM) – Littleton Schools Business Manager Bill Meagher (BM) – Littleton Facilities Manager Jim Guarino (JG) – DRA Architect Bill Gambill (BG) – Colantonio, Inc. Project Manager John Christiansen (JC) – Daedalus Projects, Inc. (DPI) Clerk of the Works Bob White (BW) – DPI OPM	

Item #	Action	Discussion
		OLD BUSINESS
44.13	Record	<p>(7/13) The Team agreed that the main lobby above-ceiling MEP piping, ducts and equipment should be dusted and cleaned for air quality after the extensive demolition. (7/20) Ongoing. (7/27) Ongoing. (8/2) Ongoing. (8/10) Ongoing. (8/17) GS reported cleaning is under way. JC will schedule IAQ testing. (8/24) JC will schedule for week of 8/30. (8/31) Testing is scheduled for 9/1. (9/14) JC advised the last IAQ test produced good results. BW requested one final test after the HVAC filters have been changed. (9/21) BG reported that PJ Dionne will change the filters this week, during the evening. JC will call for testing when completed. (9/28) Ongoing. (10/5) BG reported that PJ Dionne will install the filters when they are on site for boiler startup next week (10/13). (10/19) JC reported the air filters were changed. A final IAQ test will be scheduled. (10/26) JC reported the testing company was contacted and we were put on their schedule. (11/2) JC reported UEC will do the IQA test this week. (11/30) JC reported the IAQ test was done. BW will send hard copy of report to Jane Hall when it is received.</p>
49.4	Colantonio/ Littleton	<p>(8/17) BG noted Colantonio had hardware issues to review in field with JG. (8/24) The review was undertaken. (8/31) GS will review with JG again. (9/14) GS advised this hardware is due 10/1. (9/21) Ongoing. (10/5) DT reported that the hardware is coming in slowly. They do not have sufficient pieces to complete. The Team reviewed the list of hardware items and determined the status of each item. (10/19) BG will review with his super to get the remaining contract work installed. (10/26) BG schedule remaining work. (11/2) Ongoing. (11/30) BM reported that Jim Harper, the Sargent factory rep, will be on site this Friday, 12/3, at 9:30 AM to review the cores and keys. BG will have Colantonio's hardware carpenter on site.</p>
51.04	Littleton	<p>(8/31) JG reported that Mike DiBari and Alan Brown were reviewing the requirements and specs for the Garaventa lift call button. (9/14) JG issued PR and BG will have CP issued today. (9/21) CP was issued and DRA is reviewing. If the cost is acceptable, BW directed the work be scheduled. (9/28)</p>

		<p>This CP will be included in CO #16. (10/5) BG reported the call button is ordered. (10/19) Ongoing. (10/26) BG reported the call button is installed and is ready for Carousel to make connection to their system. (11/2) JC reported that Carousel will make the connections to this system and the PA/Intercom system to the VoIP system for \$2,000. RW and SM requested the work proceed. (11/30) JC reported that the Carousel technician was on site Friday, 11/19, but did not complete the connections. The Carousel rep requested assistance with the programming into the telephone system and the School's IT department was not available to assist him. SM will contact Carousel. BG advised that Signet is available to assist.</p>
52.2	Colantonio	<p>(9/14) JG requested status of CPs for Chairman Crowley's punch list. JG had issued some PRs. BG advised some items were being done with the other punch list items and others are being priced. (9/21) BW directed BG to have Griffin provide EXIT sign protection in the gym. (9/28) DT will check on order. (10/5) BG reported Griffin has been directed to furnish and install. (10/19) BG submitted CP. BW directed work to be installed. (10/26) BG reported the protection is on order. (11/2) Ongoing. (11/30) BG advised this work will be done on Thursday, 12/2.</p>
52.4	Record	<p>(9/14) JG inquired about the status of the O&M manuals, warranties and as-builts. BG reported PJ Dionne has submitted their documents and the other subs are compiling their docs. It was agreed that 2 CDs and 2 print copies are sufficient for the submittal. (9/21) Ongoing. (9/28) JG delivered a copy of the Mechanical O&Ms. All other O&Ms have not been delivered for review by the consultants. DT will check on date to receive. (10/5) BG transmitted a copy of the electrical O&Ms to JG. Plumbing O&Ms are outstanding. (10/19) JG reported he was expecting the electrical O&Ms from CES' review. BW requested all warranties be placed in one binder. (10/26) Ongoing. (11/2) BG delivered another copy of the Mechanical O&Ms. He also delivered two copies of the bleacher and Fire Protection O&Ms. The remaining O&Ms are outstanding. (11/30) BG reported that he delivered the remaining, reviewed copies to the site on his last visit.</p>
52.12	Colantonio	<p>(9/14) JC advised that Griffin was requesting a DEP permit number to remove the light ballasts from the site. BG will research. (9/21) Ongoing. BW gave BG Smith & Wessell's contact person to discuss issue. (9/28) Ongoing. (10/5) Ongoing. (10/19) JG gave BG the contact information. (10/26) Griffin has been given the school's DEP permit number. (11/2) BG advised that Griffin will remove from the site this week. (11/30) BG reported that the ballasts will be removed this week.</p>
52.13	Colantonio	<p>(9/14) JC noted that Signet was looking for ONSSI license fees for the 10 added CCTV cameras. (9/21) BG clarified that the software version is outdated for new camera controls. BG and JG will get Signet and 3si together to discuss requirements. SM will review with the IT Department. (9/28) SM advised that he spoke with ONSSI and Ongoing. (10/5) SM noted that he discussed the ONSSI software with his security vendor and was advised there should be no problem getting the upgrade. JC reported he was on a teleconference with Signet, Griffin and ONSSI and the ONSSI rep asked for payment. Signet/Griffin is forwarding CP for the upgrade. (10/19) BG submitted a CP for \$17,400 for the</p>

		software upgrade. SM will contact his vendor regarding a comparable bid. (10/26) No comments available. (11/2) BW requested JG have 3Si do a complete review of the Signet proposals and advise on the cost for the software upgrade. (11/30) JG reported that 3Si reviewed the system following a security camera meeting of 11-18. 3Si issued a report advising the software upgrade is not required. 3Si also directed Signet to make camera and programming adjustments, and to contact the IT Department for the specific requirements.
52.14	DRA	(9/14) GS reported that the remaining hardware for the card swipe system is due Oct 1. (9/21) No change. (9/28) DT reported that some deliveries have arrived. (10/5) DT is still awaiting parts. SM requested status of the main and gym lobby entries. BG will follow up. (10/19) BG reports the hardware is in. He will follow up on the installation. (10/26) BG noted that the hardware selected for the Tigers' Den entry will not work. He is working with Eagle Hardware to get a different configuration. (11/2) BG suggested electric strikes for the Tigers' Den. JG will review with his hardware consultant. (11/30) BG will
52.16	Record	(9/14) JC noted that the kitchen GFCIs were tripping when the old kitchen equipment is used. The food service director is having the equipment inspected and rewired, where needed. (9/21) JC reported the equipment had been overhauled. JG reviewed the needs and will discuss with CES. (9/28) JG issued PR to add circuits. (10/5) JC reported that Griffin foreman's opinion was the new circuit breaker GFCI would still trip, due to grounding in the existing warmer. SM will discuss with John Overcash. (10/19) SM will get cost and spec for new warmer. JG will have CES review the spec for correct power. (10/26) SM reported that a new warmer will cost \$1,400. He provided JG with product info and JG will review with consultants. (11/2) BW recommended holding on warmer purchase and requested BG have Griffin install the circuit on T&M. (11/30) SM reported the new warmer arrived and is working with no problems. The circuit will not be installed.
52.18	Littleton	(9/14) JC requested a complete testing of the PA system, which has been operating inconsistently. (9/21) JC reported the WSPF+K review confirmed inconsistent operation. BW requested test reports from Signet on this system. (9/28) DT will check on test reports. (10/5) Ongoing. (10/19) Signet was advised that test reports are required close out documents. (10/26) After the meeting, the PA system was reviewed by 3Si and they will issue a report indicating they are satisfied with the installation. (11/2) 3Si report is pending. (11/30) JG noted in 3Si's report (see item 52.13), that the PA/VoIP system has been integrated. SM will contact Carousel to increase the number of rings to the classrooms from one to a more desired number.
52.22	WSPF+K/ Colantonio	(9/14) BW requested a commissioning schedule and completion date. (9/21) The target is the end of the month. (9/28) Ongoing. (10/5) JC reported that Griffin had completed their outstanding punch list items. WSK-F+K has scheduled a boiler pre-start review for Wednesday, 10/13. (10/19) BW requested the remaining items on the WSP-F+K be addressed ASAP. (10/26) BG reported Griffin has addressed the commissioning agent's comments. JC noted PJ Dionne has been scheduled to complete their items tomorrow with WSP-F+K. (11/2) BG

		reported that PJ Dionne has completed their remaining items and that RP O'Connell is on site. (11/30) BG will review any outstanding items with PJ Dionne and report to Matt at WSPF+K.
52.24	Colantonio	(9/14) BW requested a list of attic stock . JG will prepare. (9/21) Ongoing. (9/28) Ongoing. (10/5) DT will prepare a list. (10/19) BG has received list and transmitted to the subs. (10/26) Ongoing. (11/2) BG advised that some items have been delivered. (11/30) BG will review status with the subs.
55.3	Littleton	(10/5) BG noted GS will contact the Building Commissioner regarding the remaining conditions for permanent Certificate of Occupancy. (10/19) BG reported they received an extension (to 11/7) on their temporary C of O. (10/26) BG advised that he have GS contact the Building Department following the completion of the remaining Fire Department requirements. (11/2) BG reported that GS has discussed with the Building Department and GS will contact them when the lift inspection (from the State) is completed. (11/30) This item is pending completion of the VoIP connection.
56.9	Colantonio	(10/19) BG reported the cubicle curtains in the Nurse's office would be installed when the material arrives. (10/26) Ongoing. (11/2) JG reported this work has been added to the monetized punch list. (11/30) BG will get materials installed.
57.2	Colantonio	(10/26) BW requested 3Si review the sequence of operation at the main entry door with Signet today. (11/2) JG reported the work was reviewed with 3Si and noted the sequence of operations needs to be revised. BG will pull the subs together to resolve. (11/30) BG will get the subs together.
58.1	Record	JG advised that DRA issued a PR for heating in the gym office (aka the Work Room). Included is an SK for a new electric heating element. Following a review, the Team settled on a standard door grille for ventilation transfer. (11/30) It was agreed that the school will install.
58.2	Record	BW requested a copy of the compiled warranty, training and attic stock list be forwarded to the RSSBC. (11/30) JC hand-delivered the lists to the last RSSBC meeting.
58.3	DPI	BW requested confirmation of the metal cabinet painting on 11/10. (11/30) JC reported some cabinets were painted on the day before Veterans Day. JC will contact the contractor.
58.4	Record	SM requested an update list of FF&E vendors on the State procurement list. (11/30) RW sent.
		NEW BUSINESS
59.1	Colantonio	BM noted continued boiler shut downs, due to low water alarms. BG will ask PJ Dionne about repairs.
59.2	Colantonio	BM requested schedule for Delta Controls training. It was agreed that training will be scheduled on Wednesday, 12/8, after noon.
59.3	Record	JC noted TV tuners for A/V equipment were missing. (Later in the day, BG reported that Signet will provide at no cost.)
59.4	Colantonio	SM inquired about the removal of the Griffin storage trailer. BG will review

		with Griffin.
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The above is my summation of our meeting. If you have any additions and/or corrections, please contact me for incorporation into these minutes. After 5 days, we will accept these minutes as an accurate summary of our discussion and enter them into the permanent record of the project.

**RUSSELL STREET
SCHOOL BUILDING COMMITTEE
MINUTES**

Wednesday, November 3, 2010

6:00 p.m.

Room 105 – Town Hall

Present: Rich Crowley (arr. 6:17 p.m.)

Absent: Diane Bemis

Jane Hall

Joe Collentro

Steve Venuti

Chuck Decoste

Mark Mizzoni

Ron Catella

Steve Mark

Keith Bergman

Carl Bryant

Jef Feehan (arr. 6:09 p.m.)

Bob White (DPI)

John Christiansen (DPI)

Jim Barrett (DRA)

Jim Guarino (DRA)

- A. Vice-chair Jane Hall called the meeting to order at 6:05 p.m.
- B. The meeting minutes of September 29, 2010 were reviewed. On a motion by Mark Mizzoni and seconded by Chuck DeCoste, the minutes were unanimously approved.
- C. Steve Mark presented project invoices totaling \$141,514.36 for approval. On a motion by Steve Mark and seconded by Chuck DeCoste, it was unanimously voted to recommend payment
- D. Jim Barrett presented Change Order #17 for \$114,006 which included the cost for additional work for asbestos abatement, trimming trees for window installation, additional masonry repair work, changing door swings for egress, building additional drywall soffits and chases, replacing broken wire glass, integrating cafeteria lighting with the fire alarm, additional floor prep in the Tiger's Den, installing revised light fixtures, cutting back masonry for window installation, adding steel reinforcing at window opening cuts, caulking existing louvers, repairing roof edge at wash enclosure demolition, installing wire guards over sensors and exit signs in gym and miscellaneous electrical time and materials and overtime. On a motion by Steve Mark and seconded by Jane Hall, it was unanimously voted to recommend approval of Change Order #17.
- E. Jim Barrett presented Colantonio's Application for Payment #14 for the sum of \$327,359. Jim reported that the punchlist value had been established at \$38,391 and will be retained until work is completed. Following a motion made Steve

- Venuti and seconded by Chuck DeCoste, it was unanimously voted to recommend payment.
- F. Bob White updated the Committee on the contract closeout progress at the school. He advised that the Building Commissioner will issue the permanent C of O following the stage accessible lift inspection by the State Elevator Inspector.
 - G. John Christiansen distributed the commissioning agent's corrective action log with three remaining items to complete. He also distributed his training log, a warranty and maintenance log and the attic stock log.
 - H. Bob White advised the review of the project Change Orders by the MSBA had not progressed as other staff commitments have deflected his effort. He will forward the revised monthly budget to the Committee when he has completed it.
 - I. Steve Mark reported that he is working to fulfill the approved Owner Change Requests through the state-approved vendors list. He also advised that he may put the procurement out to bid if he does not get budget numbers. He reported that priority items #5 (office furniture and bookcases) have been delivered.
 - J. Rich Crowley requested an update on the building plaque. Jim Barrett and Jim Guarino distributed a sample layout. After review and corrections were made, Jane Hall motioned to approve the building plaque, as amended. Ron Catella seconded the motion. The Committee voted unanimously to approve the building plaque.
 - K. Rich Crowley requested Bob White represent the Committee at the next Board of Selectmen's meeting on Monday, November, 15, 2010 at 7:30 PM.
 - L. Rich Crowley reported that bids for additional painting work are being solicited (outside the construction contract).
 - M. The Committee scheduled their next meeting for Wednesday, December 8, 2010 at 6:00 p.m. in Room 105 at Town Hall.
 - N. On a motion by Steve Mark and seconded by Mark Mizzoni, the meeting adjourned at 6:51 p.m.