

WELLINGTON SCHOOL BUILDING COMMITTEE
MINUTES

2018 JUN 12 AM 10:45

March 21, 2018

School Administration Conference Room

7:30 AM

Meeting #189

Committee Members Attending: John Bowe, Pat Bruschi, Laurie Graham, Mark Haley, Bill Lovallo, Eric Smith

Clerk: Chris Kochem

Mark Haley, Chair, called the meeting to order at 7:30 am.

Approval of Minutes

Eric Smith moved approval of the minutes from the WBC meetings of March 2, 2016, May 5, 2016, January 5, 2017, August 8, 2017, and January 17, 2018. Pat Bruschi seconded the motion and the minutes were unanimously approved.

Status Updates

Mark Haley reviewed the status of the House Doctors that have been retained by the Town of Belmont. Gerry Boyle (formerly Facilities Department, now retired) had previously explained to the WBC that Massachusetts statute allows the town to hire a 'House Doctor' to assist with interior noise mitigation at the Wellington School. At the time, Mr. Boyle also explained that the contract with each House Doctor is subject to annual contractual cap limits and can be renewed for up to three years. For the Wellington School, Mr. Boyle selected TBA Architects as the in house architect for the Wellington and Pinck & Company as the in house Owner's Project Manager (OPM).

For TBA Architects – for the 2017 calendar year, there is a Town of Belmont purchase order #00021169, dated 8/22/2017, in the amount of \$49,860 for TBA's services for interior noise mitigation at the Wellington during the 2017 calendar year.

Eric Smith made a motion to approve the contract between the Town of Belmont and TBA Architects for \$49,860 for calendar year 2017 for work to be done at the Wellington School relative to interior noise mitigation. Bill Lovallo seconded the motion and it was unanimously approved.

Mark Haley made a motion to approve payment of the following two outstanding invoices for TBA Architects for services rendered in the 2017 calendar year for interior noise mitigation at the Wellington School:

- Invoice #1221003 dated 12/21/2017 in the amount of \$11,060.00
- Invoice #1221002 dated 01/09/2018 in the amount of \$6,815.00

John Bowe seconded the motion and it was unanimously approved.

The committee reviewed the invoices that had previously been paid to TBA Architects by the Town of Belmont:

Invoice #11972 dated 7/21/2017 in the amount of \$10,350
 Invoice #11971 dated 10/18/2017 in the amount of \$6,000
 Invoice #120203 dated 10/13/2017 in the amount of \$5,500

Eric Smith made a motion to approve the Town of Belmont's payment of the three previous invoices for TBA Architects for the purposes of interior noise mitigation at the Wellington School during the 2017 calendar year. Pat Bruschi seconded the motion and it was unanimously approved.

For Pinck & Company – for the 2017 calendar year, Pinck submitted a proposal dated January 4, 2017 for \$22,000, which included services from Pinck (\$9,000), Acentech (\$12,000), and reimbursable (\$1,000). The WBC voted to approve this proposal at its March 22, 2017 meeting and the Town of Belmont issued a purchase order on 5/12/2017 for \$22,000. At the WBC meeting on May 31, 2017, the WBC voted to approve payment of up to \$52,500 to Pinck for the 2017 calendar year.

As of March 21, 2018, the Town of Belmont has paid \$44,352.86 to Pinck from the WBC account for 2017 calendar year costs for interior noise mitigation at the Wellington School. The statute allows a calendar year payment of up to \$50,000 and also allows an increase of up to 25% for change orders so that the statutory limit for payment to Pinck for the 2017 calendar year is \$62,500.

The Town of Belmont signed amendment #2 to Purchasing Contract #2017-19 on September 1, 2017. This amendment combined the \$22,000 amount approved by the WBC on March 22, 2017 plus the \$52,500 amount approved by the WBC on May 31, 2017 for a total of \$74,500, apparently above the statutory limit.

Eric Smith made a motion to approve payment to Pinck & Company for services rendered for the 2017 calendar year, up to the statutory limit for OPM house doctor services, at the Wellington School for interior noise mitigation. Bill Lovullo seconded the motion and it was unanimously approved.

Budget Report

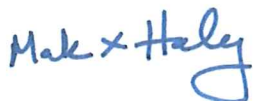
John Bowe reported that, after taking into account encumbrances and other anticipated expenses, there is \$651,000 available.

Project Update

- **Door gaskets** – this work will begin today (March 21, 2018).
- **Acoustic improvements** - Bill Lovullo reported that the acoustics improvements project was advertised about two weeks ago. The acoustic tile portion of the project will be a filed sub-bid. Bill expressed concern that the majority of this project will fall under the filed sub-bid, so that a contractor may not feel there is enough work for the contractor to make a bid worthwhile. Six contractors have taken out the paperwork and we will have to wait to see how many actually submit a bid. If there happen to be no bids, the process for awarding the work is done differently.
- **Track lights** – while the acoustic work is being done and the track lighting is accessible, the lighting will be changed to LED lighting
- **Cafeteria** – interior noise mitigation work for the cafeteria will be carried as an alternate to the contract

Mark Haley made a motion to adjourn the meeting at 8:40 am. The motion was seconded by Bill Lovullo and unanimously approved.

Respectfully submitted,



Mark Haley, Chair