



KEENAN + KENNY ARCHITECTS, LTD.

MEMO OF BUILDING COMMITTEE MEETING NO. 34
BID AND CONSTRUCTION PHASE

PROJECT: Oak Bluffs New Town Hall
DATE: Tuesday, June 5, 2018
LOCATION: Oak Bluffs Town Hall
56 School St.
Oak Bluffs, MA 02557

ATTENDING:

Bob Whritenour, Town Admin	Richard Toole, THBC
Bill McGrath, THBC Chair	Colleen Morris, THBC
Steve Auerbach, THBC	Jim Dearing, THBC
Jason Balboni, THBC	Ewell Hopkins, P.B.
Alice Butler, THBC	Casey Decker, P.E.
Joan Hughes, THBC	John Lebica, DPI
Marilyn Miller, THBC	John Keenan, K+K Architects
	Antonia Kenny, K+K Architects

The following is a record of the above referenced meeting:

OLD BUSINESS

- 26.04 Notifications Board at Entrance: Bill McGrath is researching. Travis notes display board needs to be registered with State.
- 27.06 Library shed - John Lebica to talk to Allyson Malik at library regarding moving shed for duration of construction. Need approved location to move to.
- 30.04 E One pump at Library. Done - **need As-Builts for connections/location and written acceptance** from J. Montieth, OB Sewer Dept.
- 33.01 K+K reviewed a proposed list of deletions to the project. Joe S. recommended K+K return with a comprehensive list and costs associated for the Committee's review. The largest cost reduction would be the elimination of the basement. Required mechanical, electrical, and fire protection rooms and the elevator machine room will be relocated to the Lower Level. The Lower Level Building Storage will relocate to the upper level Furniture/Storage area. Review floor load of area to receive Building Storage Records. Taking the Demolition and Asbestos Abatement out of the G.C. contract will also provide savings. Changes shall be reviewed with the Committee and have a courtesy review by the Planning Board and MVC.
- 33.02 Temporary Facilities: The Town offices will not move to the temp. facilities until they have a hard number on cost reduction. It was decided that it would be unwise to move without one and Selectman approve.
- Paving will be done Friday 5/25
 - Water will be done Wed. 5/30
 - IT/Verizon and power are installed.
- 33.03 It was noted that there are still costs that are not in the General Contract that need to be included (eg. Landscaping and AV equipment) in the final budget.
- 33.04 The timeline going forward was discussed: **See New Business.**
- Project will be rebid (\pm 6 weeks), the GCs will be asked to hold their bids for 90 days.

- The Owner (by Daedalus & K+K) will solicit Demolition and Asbestos Abatement bids. When bids are received, if acceptable, Demo and Abatement contracts will be released so GC work can proceed.

NEW BUSINESS

- 34.01 Bids for Hazmat & Demolition can be requested during Filed Sub-Bid phase and should require a tight schedule and timeline which must be adhered to.
- 34.02 Vault can be dismantled as soon as it is empty.
- 34.03 Hazmat permitting and D.E.P. review may take 2-4 weeks.
- 34.04 Re-bid Schedule proposes an October construction start:
 - General Bids Due: Thursday, Sept. 6, 2018 at 2:00 p.m. at Town Hall
 - 3 weeks (Labor Day 9/3)
 - Filed Sub-Bids Due: Thursday, August 16, 2018 at 2:00 p.m. at Town Hall
 - 4 weeks
 - Bidding Start: Thursday, July 19, 2018.
- 34.05 Keep Add Alternate for Library steps.
- 34.06 Next meeting is Tuesday, June 12 at 9:30 am to discuss revisions and schedule.

Submitted by:

John J. Keenan, R.A.

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cc: Bob Whritenour Wayne Mattson Joe Sullivan John Lolley
Bill McGrath (for distribution) Tom Lee John Lebica