

Finance Sub-committee
Mount Greylock Regional School District
Williamstown, MA
September 24, 2020 at 11:00 AM.
Zoom Meeting/Conference Call

MGR Finance Committee Call/Meeting Notes/Minutes

DATE OF CALL/MEETING: September 24, 2020, at 11:00 AM at the Mount Greylock Regional Middle High School in Williamstown, MA - Conference Call

PROJECT: Mount Greylock Regional High School

SUBJECT: MGR Finance Sub-Committee Call/Meeting

ATTENDING BY PHONE:

Hugh Daley, chair	Williamstown Selectman– voting member
Joe Bergeron	Business Manager – voting member
Steve Wentworth	Lanes. Finance Committee– voting member
Rob Wnuk	MGRSD Director of Operations
Trip Elmore	DWMP (on phone)
Mike Cox	DWMP (on phone)
Rachel Donner	DWMP (on phone)
Alec Marshall	Turner Construction (on phone)

Per Governor Baker's order suspending certain provisions of the Open Meeting Law, G.L. c. 30A sec. 20, this meeting will take place by conference call

1. Meeting called to order by Finance Committee Chair, Hugh Daly, at 11:01AM.
2. Approval of previous Meeting Minutes from September 3, 2020 Meeting Minutes:
Motion to approve September 3, 2020 Meeting Minutes by S. Wentworth 2nd by J. Bergeron.
Discussion: None

ROLL CALL VOTE: Bergeron Yes, Daley Yes, Wentworth Yes. Motion Passes.

3. Review and approval of final payment Approval Letters (**vote expected**)
 - i. AL-269 – Final Pay Adams Plumbing & Heating
 - ii. AL-270 – Final Pay Ferguson Electric

Discussion: AL-269 – Adams Final Pay - Of the Commissioning Items still open, item #890 on the portal is not being addressed according to the school, they believe that all of the open items except this one have been addressed or closed. The one remaining item is the underperformance of DOA 2 to act in a cooling capacity. Adams and Manufacturers representatives have been onsite multiple times but have not been able to reach a resolution nor does the unit appear to be running outside the design requirements. R. Wnuk notes after his last correspondence he had reached out to the manufacture to confirm if the wiring is correct. T. Elmore suggest Turner reach out to the manufacturer by official letter to request the units to be replaced if they are running incorrectly or in a substandard way. R. Wnuk adds we have run out of time in the cooling season to fully vet the new units if replaced and will not be able to test until next year. A. Marshal notes a letter was issued back in July to the manufacturer to no avail. He will download with C. Steward and come up with a game plan to move forward with a resolution.

AL – 270 – Ferguson Final Pay - There is not lighting control through the BMS system to remotely turn on/off the exterior lights. Fergusons subcontractor, Isle C, has to return to the site and remedy the issue. There has been an effort to do this for a year. Currently, R. Wnuk is required to walk around the building to the various control panels in order to manually flip the switches. If the system can not be connected to the BMS, H. Daley ask if it is in the realm of possibilities to hard wire a control switch into R. Wnuk's office to manually control those lights. The team responds, we are unsure of the magnitude of scope of work that may be required to complete a homerun switch. A. Marshal adds, there has been recent ongoing correspondence between Turner and Ferguson. Continuing we have seen progress from Ferguson actively working on the issue. T. Elmore states it is in our best interest to give Ferguson an additional month to complete the scope of work. The committee agrees to hold off approving the AL until next month in anticipation the work will be complete. T. Elmore adds, if the work is not completed by next month, he feels a request for compensation is in order. H Daley commented that this has no impact on the life safety aspects of the building.

The committee agrees to not sign off on either AL at this time and will follow up in on months' time.

4. Review and approval of Turner Change Order #19 in the credit amount of (\$110,057.10) **(vote expected)**, included in the Change Order are:
 - i. COR-086 – RFP-126R1 – Add Return Duct at VRF-401 – \$4,216
 - ii. COR-087 – Reconciliation Sitework Change Order - \$12,392
 - iii. COR-088 – Install Curbing and Flash under MDF Split Unit – \$1,663
 - iv. COR-089 – Revised Fire Pump SOP - \$3,066
 - v. COR-090R1 – Carpet Tile Reconciliation – (\$14,213)
 - vi. COR-093 – GMP Reconciliation COR - \$15,981
 - vii. COR-094 – Champlain Masonry Closeout - \$10,849
 - viii. COR-095 – Ferguson Electric Closeout – (\$78,253)
 - ix. COR-096 – CCIP Reconciliation – (\$65,758.10)

Motion to approve Turner Change Order #19 in the credit amount of (\$110,057.10) by J. Bergeron 2nd by S. Wentworth.

Discussion:

S. Wentworth asks to clarify, what are the credits seen in the Ferguson closeout are tied to? A. Marshall responds, in this specific case, for the majority the credits are for back charges for work completed by Ryan Electric.

J. Bergeron states there is a district concern regarding CR-089. R. Wnuk adds, if you look at page 80, bulletin 68, all instructions were not completed as written. Specifically, the manual fill procedure requires R. Wnuk to go into to fire pump room and watch the fill lights as the reservoir is filled to assure no overfilling occurs. Secondly, the automatic fill from the domestic water tank, as requested by the fire marshal does not fill the tanks automatically. A. Marshal adds, the procedure was designed and built to code, however upon inspection by the fire marshal, he requested additional piping to the domestic water well in the event of a fire. Continuing the CR-089 price proposal work has been completed. H. Daley raises the concern that although it is built to code, it is high priority to correct the automatic filling feature to work as intended. The committee agrees. A. Marshal comments without in depth review, CES had noted there was a limitation with the system to allow full automatic fill. He will review further including if the price is all inclusive and report out to the committee.

ROLL CALL VOTE: Bergeron Yes, Daley Yes, Wentworth Yes. Motion Passes.

5. Review and approval of Invoices received **(vote expected)**
 - a. Turner Requisition #43 in the amount of \$452,772.48, included in this requisition are:
 - i. Retainage Reduction Adams P&H
 - ii. Final Pay Champlain
 - iii. Final Pay AJ Signs.

- iv. Final Pay Lizotte
- v. Final Pay Berkshire Carpet
- vi. Final Pay JJ Curran

Motion to approve Turner Requisition #43 in the amount of \$452,772.48, by J. Bergeron 2nd by S. Wentworth.

Discussion: R. Whuk confirms the work by those requesting final pay is completed. T. Elmore adds the amount of retainage being held if the reduction to Adams P&H is approved is more than adequate to cover the remaining work.

ROLL CALL VOTE: Bergeron Yes, Daley Yes, Wentworth Yes. Motion Passes.

- 6. Other business not anticipated 48 hours in advance

Discussion: None

- 7. Upcoming Finance Sub-Committee Call is TBD.

- 8. Motion to adjourn by S. Wentworth and 2nd by J. Bergeron.

ROLL CALL VOTE: Bergeron Yes, Daley Yes, Wentworth Yes. Motion Passes.,

Call Adjourned at 12:02PM.