

FRANKLIN LIBRARY BUILDING COMMITTEE
MINUTES OF MEETING
October 3, 2017

A meeting of the Library Building Committee was held on Tuesday, October 3, 2017, at the temporary Franklin Public Library location at 25 Kenwood Circle, Franklin, Massachusetts.

Committee Members Present: Chair Judith Pfeffer, Sandra Brandfonbrener, Christopher Feeley, Matthew Kelly, Thomas Mercer, Felicia Oti, Nancy Rappa, Jim Roche.

Also in attendance: Michael D'Angelo, Director of Franklin Public Facilities; Shane Nolan, Daedalus Projects Incorporated; Mike Flaherty, Daedalus Projects Incorporated; Drayton Fair, LLB Architects; Brian Valentine, LLB Architects; Judith Lizardi, Recording Secretary.

Committee Members Absent: Monique Doyle, Joseph Mullen.

CALL TO ORDER: Chair Pfeffer called the meeting to order at 5:03 PM.

Chair Pfeffer called a recess until additional attendees arrived to make a quorum.

Mr. Feeley entered the meeting at 5:08 PM.

The meeting commenced at 5:09 PM.

GENERAL BUSINESS:

► *Approval of Minutes*

MOTION to **Approve** the September 5, 2017 meeting minutes by **Feeley. SECOND** by **Rappa. No Discussion. VOTE: Yes-6, No-0, Absent-4.** (Mr. Mercer and Mr. Kelly had not yet arrived.)

DISCUSSION:

► *OPM Update*

Mr. Flaherty discussed the Progress Report from Daedalus dated October 3, 2017, that was provided to all meeting attendees. His overview included, but was not limited to, the following.

• **Current Progress**

- **Construction:** Exterior gutter and roof repairs began; millwork installation ongoing on the first floor new addition; doors and hardware ongoing throughout building; slate treads and glass railing installed on decorative stair in new addition; carpet installation ongoing on first floor new addition with all other areas complete; resilient flooring complete throughout; wood ceiling installation complete throughout; historical restoration scope completed; interior light installation ongoing in new addition; bathroom fixtures installed in new addition; testing and balancing of mechanical system ongoing throughout; MEP (mechanical, electrical, plumbing) commissioning to test overall HVAC system began; Main Street walkway concrete granite complete—uneven part of concrete pad will be fixed by trying to grind down and if that does not work they will take it out and re-pour that piece; exterior glass rail and lights are complete along new entrance ramp; existing outside lights repaired and rewired, but globes still needed which Mallory from LLB is ordering; fire alarm testing completed and Fire Department has done initial inspection.
- **Furniture and Fit Out:** New metal shelving installation complete; install of existing metal shelving to be reused ongoing; office furniture (desks and tables) installed by WB Mason; move from temporary library facility ongoing with most books transferred.

- **Anticipated Progress**
 - **Construction:** Continue exterior gutter and roof repairs; complete installation of storefront at new addition; complete installation of remaining door hardware throughout; finish millwork throughout; install interior glass doors and auto operators; complete install of carpet throughout; complete install of rubber flooring at circulation desk; complete all MEP finishes; continue MEP commissioning; schedule final Fire Department, Electrical and Plumbing inspections; submit necessary paperwork for final Building inspection.
 - **Furniture and Fit Out:** Install end panels on metal shelving; remaining furniture pieces will be delivered by Office Resources, Eustace Chair and COP; complete move from temporary library facility.

Mr. Nolan discussed the following from the Progress Report from Daedalus dated October 3, 2017.

- **Project schedule:** Notice to proceed: May 14, 2016. Original contract duration: 365 days. There has been one (1) approved extension of time for 37 calendar days which brought the revised contract completion date to June 20, 2017. The general contractor continues to miss target dates for substantial completion. Mr. Nolan said the holdup is the millwork at the Children's/Meeting Room. Once this is finished, floors, ceiling, electrical and plumbing can complete. Then, LLB will do final review and if satisfied, they will issue State required affidavits. The Building Inspector will do final walk through and issue the certificate of occupancy. He stated that, hopefully, this will get done in the next two weeks. He stated that if substantial completion is achieved by October 27, the contractor will be 129 days behind contractual date. He reviewed the furniture schedule and library move in schedule as listed on the Progress Report. He noted that the Donnegan Systems end panels are still a concern. He stated they are committed to having on site October 27, then Donnegan will install before November 5; the Children's Room end panels not included.

Chair Pfeffer said that the difficulty was the design that was chosen. The Children's Room designs were not that difficult. The kite was the simplest one; it has been months and it is still not done. They are now going forward with different designs: not sure what they will look like. The Grand Opening may happen without the Children's Room end panels.

Mr. Nolan said they are doing the sample and the mockup; if it is not liked, it will be sent back.

Chair Pfeffer said Donnegan is looking at another entity to do this.

Mr. Nolan continued his review of the Progress Report dated October 3, 2017.

- **Project costs:**
 - BW Construction bid = \$6,372,213. Change Orders to date (16) = \$1,282,118. Current Contract Value = \$7,654,331.
 - There are nine (9) proposed change orders under review totaling \$37,137.
 - There are five (5) potential/un-submitted changes being tracked.
 - There is one (1) formal CO recommended for approval at this time: Change Order #17 for \$28,186.
- **Project issues/discussion:**
 - Mr. Nolan stated that the survey report of the condition of the existing clerestory wood window frames at the perimeter of the original building is expected shortly from Russo Barr. Once a report is received, a proposal will be sought for the work. He noted that there is no

likelihood that this will be done before the library opening. But, as it is all exterior work, it will not affect the opening.

Mr. Mercer entered the meeting at 5:21 PM.

- ***Construction Costs Summary:***

- Mr. Nolan noted that the Construction Costs Summary is available on pages 4-7 of the Progress Report. He reviewed the PCOs Submitted/Under Review on page 7, the items pertaining to Change Order #17, including the credits, and the Total Project Budget on page 8. He stated that some of the unencumbered funds had to be moved to cover Change Orders #15 and #16. Page 9 of the report shows where construction contingency funds have been spent to date.

Mr. Kelly entered the meeting at 5:24 PM.

Mr. Nolan stated that he hoped they are done with potential change orders, but noted that typically at the end of projects some small ones come in.

MOTION to Approve Change Order #17 for \$28,186 by Feeley. SECOND by Brandfonbrener. No discussion. VOTE: Yes-8, No-0, Absent-2.

Chair Pfeffer said that in Memorial Hall there are two sections of burlap that seem to be coming off. Jeff Buccacio will be called back to reglue. She noted that there was some kind of heating glitch.

Mr. Nolan said a valve will be replaced.

Chair Pfeffer said that Donnegan Systems put metal shelving in the Archive Room. She had thought they were going to put wood around the shelving; it seems that no one can remember that all the shelving was supposed to have wood trim around it. Currently, it looks horrendous. She stated that Donnegan Systems farmed out the order and their subcontractor messed up the color. It is supposed to be all mahogany. The mahogany color is wrong and some of it is maple. All must be working with the same color mahogany. The Archive Room should be as close to perfect as possible. She stated that Meaghan, Brian and Drayton are all working on this; it will probably cost money.

Mr. Nolan said it will have to be determined if it was in the original proposal; it is a two-inch trim. Donnegan Systems said if it is in the proposal, they will put it in. If not, they will give a price to do it.

Chair Pfeffer said the back wall should have 7 ft. shelves with 3 ft. shelves in the middle; they were installed incorrectly in the Archive Room. She discussed the map and microfiche table. As there was no electrical outlet available, the configuration had to be changed. She stated that it would work out; the map table will be by the doorway and the microfiche will be next to that.

Mr. Fair said the new arrangement would be better for visibility.

Mr. Feeley asked how quickly it will be resolved as to who is going to pay for the trim.

Mr. Nolan said it would be resolved this week. They must change the door trim as well.

Mr. Mercer asked if the general contractor has started to compile the as-builts. He wanted to make sure the as-builts are as they are truly built. He noted that at the Senior Center the as-builts were deviations of

what was actually built. He wanted to make Mr. Nolan aware of this as the as-builts are often something that fall through the cracks.

Mr. Valentine said the contractor has been asked for the as-builts for the past two months.

Mr. Nolan said he will make sure everything is there; he will get one complete set of as-builts.

Chair Pfeffer stated that the trees on the Dean side will be kept because they are not that bad. The landscape people who put in the patio will trim the trees and fix up around them. The trees provide a barrier between the library and the Dean dorms.

► ***LLB Update***

Mr. Fair stated that everything has been covered; he had no updates.

► ***FOFL Update on Sale of Bricks/Benches/Planters***

Chair Pfeffer said there were four benches; two had been taken and two were still available.

Mr. Feeley stated that he had ordered one of the benches.

Chair Pfeffer stated that she would remind Mr. Mullen and it would be taken care of. She stated that two planters have been ordered; one was purchased by Ms. Rappa and the other is available. The cost is \$800. The planters are very wide and low.

Ms. Rappa said that the two pedestals that the planters will sit on are dirty and should be powerwashed before the library opening.

Mr. D'Angelo stated that he would take care of it.

Chair Pfeffer said the powerwashing should be done before the landscaping.

Ms. Rappa said she did not know if the plaque would go on the planter or on the pedestal. She asked if the planters will be permanently cemented so they could not be tipped over, and if the Garden Club will take care of the flowers in the planters.

Mr. Roche asked about the roll door that blocks off the addition.

Mr. Valentine said there was a roll gate at the top of the stairs.

Mr. Kelly said someone could jump over it as it is only 3 to 4 ft. tall.

Mr. Fair said there is only so much that can be done.

Chair Pfeffer stated that if someone wanted the bench or planter, they should contact Mr. Mullen.

ACTION:

► ***Approval of Bills***

MOTION to **Approve** bill from B.W. Construction Co. Inc., Invoice #18, for period ending September 30, 2017, for \$280,588.66 by **Feeley**. **SECOND** by **Rappa**. **No discussion**. **VOTE: Yes-8, No-0, Absent-2.**

OTHER:

► ***Next Meeting***

The next two meetings of the Library Building Committee are scheduled for Tuesday, November 14, 2017, at 5:00 PM, and Tuesday, December 5, 2017, at 5:00 PM. Both meetings are scheduled to be held at the original Franklin Public Library building at the Main Street location. Weekly construction meetings are held Fridays at 9:00 AM at the original Franklin Public Library building.

The Open House will be held on November 5, 2017, with the Dedication Ceremony from 11:30 to 12:30 PM and the Open House for the public from 12:30 to 4:30 PM.

ADJOURNMENT: MOTION to Adjourn by Feeley. SECOND by Brandfonbrener. VOTE: Yes-8, No-0, Absent-2. Meeting adjourned at 5:47 PM.

Respectfully submitted,

Judith Lizardi
Recording Secretary