

**TOWN OF SEEKONK**  
**DEPARTMENT OF PUBLIC WORKS BUILDING COMMITTEE**

**DATE: Wednesday, July 22, 2024**

**TIME: 4:00 p.m.**

**PLACE: Planning Board Meeting Room  
Seekonk Town Hall  
100 Peck Street  
Seekonk, MA 02771**

**MEETING MINUTES**

**Present:** John Pozzi, Chair; Michael Gagne, Edward Monigan, Kevin Hurst

**Absent:** Michelle Hines

**Attendees:** David Cabral, Shawn Cadime Town Administrator, Christine Shea (BTGA), Nate Ginsberg (BTGA), Marybeth Carney, CGA Project Management (CGA); Dan Tavares, (CGA)

- A. **Call to Order:** Chairman John Pozzi opened the Building Committee meeting 4:02 PM.
- B. **OPM Report:**
  1. CGA provided updates on activities held since the previous Building Committee meeting.
  2. The geotechnical engineer had nine additional borings done which helped provide more information for the contractor bids. As a result, the depth of unsuitable soil under the building that needs to be removed from the site increased from 11' to 15'. The engineer still recommends removing 18" of soil under pavement and the use of biaxial geogrid. CGA and BTGA have a meeting with the engineers on June 24, 2024 to discuss the use of ground improvement options, Rammed Aggregate Piers or Rigid Inclusions. Ground improvement options would reduce the amount of unsuitable soil that needs to be removed from the site. The project team will bring this information back to the Building Committee to determine if they should just be included in the project or listed as Alternates.
  3. A code review meeting with the Building Inspector and Fire Prevention Officer was held on June 17, 2024. CGA noted type in the OPM Report indicated that the meeting occurred on June 17<sup>th</sup> and not July 17<sup>th</sup>. The Building Inspector questioned if the design met the current energy stretch code, which BTGA confirmed. There were no outstanding issues with the Fire Department.
  4. During the cost estimate reconciliation, the limit of concrete curbing was discussed. CGA will schedule a meeting with D. Cabral to discuss the locations onsite for concrete curbs and bituminous berms.
  5. The septic system design is with the Board of Health and pending their review.
  6. The Commissioning Agent conducted a review of the Construction Documents and issued their comments to the engineer. They also provided mechanical system specifications for the bid documents and will be providing building envelope specifications as well.

7. CGA was reviewing the project specification “Front End” documents and would share the information with S. Cadime. S. Cadime stated he would contact the town’s legal counsel for the construction contracts. D. Tavares noted that CGA would obtain the Prevailing Wage Rates.
8. The project status will be presented at the Board of Selectman’s meeting on Wednesday, July 24, 2024. The report would include the updated project layout and cost estimates.
9. CGA recommended starting community outreach efforts after the project is out to bid.
10. D. Tavares explained that construction bidding was now done electronically and not on paper. CGA obtained quotes from Projectdog and Biddocs Online. Although Biddocs Online has less upfront cost, the project team found they required more effort in the submission of the documents. CGA recommended moving forward with Projectdog. K. Hurst agreed that using Projectdog would be beneficial.
11. D. Tavares reported that the contractor Prequalification Subcommittee held five meetings. Each member reviewed specific subcontractors and all the General Contractors. There had been a few subcontractors that were of concern meeting all the conditions for prequalification, but after further review of the evaluation criteria, all submitted subcontractors met the prequalification criteria. The one General Contractor, WES Construction Corporation, was not prequalified due to capacity restrictions. D. Tavares shared the list of contractors that are prequalified to submit a bid, and the subcommittee recommended the Building Committee approve the list. He explained these are the only contractors who can submit a bid on this project and each trade was well covered. Once bids are received, the project team will create and share a bid tabulation. D. Tavares noted that even though a municipality is required to take the low bid, the General Contractor does not have to use the subcontractor with the lowest bid. The project schedule includes some buffer in case of a bid protest.
12. CGA reported that the 60% Construction Documents were released to the estimators on July 1, 2024. Cost estimates were received on July 17<sup>th</sup>, and reconciliation was held on July 18<sup>th</sup>. D. Tavares said that although the estimates came in higher than during Design Development, the reconciliation went very well. After reconciliation, the two estimates were only \$275,000 apart, with Keough at \$35.8M and PM&C at \$36.09M confirming that the estimators consistently understood the documents noting that this is a \$40M project. He further noted that these are just estimates, and the project team was hopeful that with the number of contractors prequalified, there will be competitive bids. D. Tavares presented a comparison of the cost estimates that showed the differences between the two estimates. BTGA identified three alternates for pricing: Alternate 1 removed the salt shed, fueling station, and associated pavement from the project; Alternate 2 added Solartubes skylights to the garage; and Alternate 3 eliminated the CMU (concrete masonry units) base around the garage walls.
13. D. Tavares shared two new Project Budgets, one including the alternates and one without. The project team will continue to review the design and try to reduce the cost. The project budget with the Alternates was \$40.74M and without the Salt Shed and Fueling station, was \$38.64M. It is CGA’s opinion to include this alternate to get accurate pricing on the buildings. C. Shea stated that the cost estimators are beginning to see contracts coming in lower than their estimates. S. Cadime mentioned that the new Taunton Public Safety Facility come in \$7M lower.
14. CGA reported that the hydrant flow tests were performed on July 10, 2024 and based on the test results, a fire pump was not needed on this project. The engineer is recommending an 8” service line in lieu of the typical 6” line. Interior walls were also not needed in the tire storage.

15. CGA reviewed the schedule noting that the project will be out to bid on August 14<sup>th</sup>, with subcontractor bids being due on September 11<sup>th</sup>, and General Contractors being due on September 25, 2024. Building Committee meetings will be scheduled on September 16<sup>th</sup> to approve the Filed Subcontractor bids and on October 2<sup>nd</sup> to approve the General Contractor bids. The Town Meeting is scheduled for November 18, 2024 and the ballot referendum vote will be held on November 25<sup>th</sup>. Based on the town approving the project, the Board of Selectman would meet on December 4<sup>th</sup> to approve and award the contract. General Contractors will be asked to hold their bid for 45 days. The Building Committee will schedule a joint meeting with the Board of Selectmen for their December 4<sup>th</sup> meeting. Construction activities will start the following week.
16. D. Tavares explained that the preconstruction budget included the BTGA extra services that were approved last month.
17. D. Tavares noted that the geoenvironmental engineer was asked to provide information on the building committee's concern regarding methane gases due to the building being adjacent to the landfill. Additional information to be provided.

**C. Architects Report:**

1. C. Shea reported that the project cost included \$12M in site work, which included 15' of unsuitable soil removal. Their engineers are reviewing geotechnical improvements options to keep as much material onsite. She further noted that the soil under the salt shed and fueling station was in the trash zone and will need to be removed and relocated on site. D. Tavares noted that CGA will review how Rammed Aggregate Piers were designed on a previous project.
2. BTGA is finalizing the Construction Documents. They have an internal deadline to confirm all drawings have been coordinated between disciplines. CGA will review the 90% documents prior to bid.
3. N. Ginsburg stated that Alternate 3 is to replace the 4' masonry base around the garage by increasing the concrete foundation another 6"-12", which would save the project \$250,000. This would keep the metal wall panels out of snow. BTGA recommended removing the masonry base around the garage as part of the project and not just an alternate. BTGA noted that the design would be like the new Seekonk Animal Shelter. The Building Committee agreed with this recommendation.
4. The building committee requested a 5' concrete walk around the back of the building. The walk would provide a clear path around the entire building without weeds. BTGA will coordinate the walk with the mechanical equipment on the back of the building.

**D. Review and Approve the Prequalified General and FSB contractors.**

1. Kevin Hurst made the motion to approve the list of prequalified General Contractor and Filed Sub-bid subcontractors as submitted. The motion was seconded by Ed Monigan. The vote was unanimously approved.
2. Kevin Hurst made the motion to approve moving forward with Projectdog as the E-bidding hosting platform. The motion was seconded by Michael Gagne. The vote was unanimously approved.

**E. Review and Approve Construction Document Cost Estimate and Budget**

1. Kevin Hurst made the motion to approve the current project budget based on the cost estimates. The motion was seconded by Ed Monigan. The vote was unanimously approved.

**F. Invoices**

1. Kevin Hurst made the motion to recommend CGA's Invoice DPW-015 in the amount of \$30,000, pending S. Cadime's approval. The motion was seconded by Ed Monigan. The vote was unanimously approved.
2. Kevin Hurst made the motion to recommend BTGA Invoice 12165 in the amount of \$126,856.80 for S. Cadime's approval. The motion was seconded by Michael Gagne seconded the motion. The vote was unanimously approved.

**G. Review and Approve Meeting Minutes:**

Kevin Hurst made the motion to approve meeting minutes from 6/12/24. The vote was seconded by Ed Monigan. The vote was unanimously approved, with M. Gagne abstaining.

**H. Other topics not reasonable anticipated by the Chairman 48 hours before the meeting:**

**I. Public Comment:** None.

**J. Schedule Next Meetings:**

07/24/24 Board of Selectman meeting. No quorum, therefore, J. Pozzi will not open the meeting.  
08/14/24 Building Committee meeting to review invoices at 4:30PM. Meeting will be virtual  
09/18/24 Building Committee meeting to approve FSB Bids  
10/02/24 Building Committee meeting to approve GC bids

**K. Adjournment:** Kevin Hurst made the motion to adjourn the meeting at 5:09PM. Michael Gagne seconded the motion. The vote was unanimously approved.