

**Sherborn Library Building Committee Meeting**  
**4/2/2018, 7:10 pm-8:37pm in the Police Station**

LBC Members Present: Chris Kenney, Mark Brown, Libby Yon, Adam Page, Heather Willis, Alexis Madison, Richard Littlefield, Roger Demler, Scribe

Also Present: Library Trustees: Mary Moore, Kristiina Almy, (Chris Kenney)  
Library Director, Elizabeth Johnston  
Town Officials: Sean Killeen, CM&D/Facilities, Jeff Waldron, Advisory  
Contractors: John Sayre-Scibona, DTI, Peter Byerly, BAA

**Minutes:** Meeting minutes of 3/5/2018 approved.

**Progress:**

The level of effort is still way too slow – 47% spent in 15 months. While the weather in March was a problem there just are not enough people on site. The next state payment cannot be authorized until we are at 75%.

The site work contractor, Hammond Construction has been dismissed by 5 Star. Potential replacements are being interviewed by 5 Star.

The skylight covers are now in place so that the work can start on the new skylight,

The water damage to the original ceiling is being looked into. A mold expert has looked at it for hidden mold, and a wood specialist is sought. 5 Star proposes to just replace the wood but a good match to the old may be difficult.

The steel structure for the new roof has to be fireproofed before the new roof can go up. The steel has to be above 50 °F before that can be done. The new railings for the balcony have been delivered and they look really good.

The backup generator order continues to be delayed. 5 Star's proposed spec still has significant errors. The delivery time may be as late as September and this would be the critical path to completion.

A consultant on IT has been hired to see that the plans will result in good WiFi access throughout the building.

**Mass DEP Response:**

The DEP sent a letter spelling out 21 deficiencies in the plan that we submitted for the work in and around the campus well. There was a suggestion that another consultant or firm might be needed to make sure that our response is complete. See Action Items at the end.

## **Requisitions:**

Requisition number 15 for \$187,588.43 was reviewed and recommended to the Trustees. The total so far is only 47% of the construction budget.

Change order number 7 for \$1,215.20 was reviewed approved by the LBC. This is for some needed concrete work to support the new steel joint on the old foundation. This was not visible prior to construction.

The construction contingency has likely been exceeded. There are some credits to be made. The budget now shows the total cost of the generator but that will be split with the Town as it serves the total campus.

## **SLIC:**

The Interior Committee met with the Wiemeyer family for their suggestions about accessibility and use issues. Wheelchair friendly flooring and push-button exterior doors are important. The treehouse furniture would be nice if some of the seats resulted in kids being at eye level with a person in a wheel chair. A modular system might result in a more user friendly and adaptable space. The committee suggests that the selection of the treehouse platform feature be given more thought and perhaps delayed until the space can be seen. This is not part of the contract or contract budget.

BAA is to see if the contract plans will deliver a finished room without the platform being in place and to make sure that the outside doors will have push-button door openers.

## **Management Issues:**

5 Star scheduling and reporting are still inadequate. The first 5 day look ahead is already off a week and is not linked to the overall schedule. There is a new person trying to improve this. 5 Star committed to adding an assistant site supervisor but they have not provided one. Ordering of the generator, on the critical path, is way behind schedule for no apparent reason.

Elizabeth got a tour of the project and found some obvious finish details that have to be fixed. It would be good if others could get a walk through on a regular basis so that problems would be seen while they are easier to fix.

The progress on the project is unacceptable and 5 Star needs to be formally notified.

## **Major Action Items:**

### **1) MDEP Response Letter**

- JSS and Sean Killeen to coordinate with Whitewater and Design team by 4/6
- identify owners of specific follow up items
- identify timeline for responding to all items
- identify 'gaps' where we don't have a clear owner and propose strategy for how to address those 'gaps'

### **2) Letter to Five Star re: execution of the project**

- Mary Moore to reach out to Town Council by 4/3 and connect him with RJ, JK, CK and others re:
- schedule
  - submittals (e.g. generator)
  - onsite supervision and ability to get all work done by August.