

Sherborn Library Building Committee
Minutes
March 6, 2017

Present: Mark Brown, Alexis Madison, Libby Yon, Richard Littlefield, Roger Demler, Adam Page, Heather Willis

Also Present: Elizabeth Johnston (Library Director), Mary Moore (Chairwoman Library Trustees), Chris Kenney (Library Trustee), Peter Byerly (Beacon Architectural Associates), John Sayre-Scibona (Design Technique Inc.)

The meeting was called to order at 7:05 pm

1. Minutes:

*February 2, 2017 LBC minutes approved.

2. Project Update

The LBC voted* to recommend that the Trustees process Five Star Building Corporation's (FSBC) second requisition in the amount of \$31,488.80. Prior to presentation to the LBC for vote the requisition had been reviewed and approved by Gordon Schaaf of DTI and Rich Ryan of BAA.

An "unofficial" copy of the project's preliminary CPM schedule was submitted by FSBC to DTI today, 3/6/17. After review by DTI and BAA the schedule will be distributed to the LBC at their next meeting.

The baluster spacing of balcony railing must be brought to current code (maximum opening of 4"; existing varies from 4 3/4" to more than 5", clear and BAA is exploring several possible design solutions. This is added work to the construction contract.

FSBC's excavation subcontractor indicated in their bid an anticipated quantity of ledge removal included in the Base Bid, and a unit price for removal in excess of their base bid allowance. A note on the drawings requires the contractor to remove all ledge as defined by the Geotechnical Report, with no change in contract sum or contract amount to be authorized unless additional excavation beyond that shown in the Geotechnical Report is required. Also, the excavation subcontractor's anticipated quantity of ledge removal included in the Base Bid is thought by the Owner to be unrealistically low.

John Sayre-Scibona (JSS) distributed the Project Budget updated as of 3/6/17 (attached). The principle change from the last update resulted from the addition of the add-alternate roof replacement at \$190,750. Unaccounted for until the add-alternate was formally accepted, this sum was deducted from Construction Contingency (now down from \$320,415 to \$131,537). In addition the accepted elevator bid was \$2,100 less than the allowance, resulting in a credit back to the project.

By unanimous vote* the LBC voted to recommend to the Trustees acceptance of the revised Project Budget.

Mary Moore reported on a meeting held this day with Gino Carlucci, Town Planner. Upon receipt of additional information from FSBC the Planner will issue the Planning Board's Special Town Permit.

A revised Storm Water Pollution Prevention Plan was submitted on 2/23/17 and "Approved as Noted" on 2/24/17. Submittal of the fifth revision to the "Logistics plan" is expected shortly.

3. SLIC Update

Adam Page distributed a memorandum titled "SLIC Update 3/6/17" (attached). The memo, along with an "Interior Cost Estimate" spreadsheet (attached), had been distributed via email to the LBC earlier in the day. Adam walked the Committee through the documents which present recommendations resulting from the ongoing collaboration between the SLIC, BAA and Stefura, to enhance the interior design of the entire project. The two documents detail a variety of new initiatives in both the Children's and Adult's Collections and in the "Inglenook" area, all of which are supported by the SLIC. The recommended initiatives were arrived at by the sub-committee after extensive research, discussion and analyses; the preliminary cost estimate is approximately \$75,000.

The LBC voted* to recommend to the Trustees that fundraising efforts be initiated to supply the required additional funding.

Advertisement of the project's flooring component had been put on hold while the SLIC worked to review and finalize the proposed design. In order to avoid impacting the construction schedule the flooring package must be bid now. Recommended SLIC flooring modifications include colored hexagonal carpet in the addition and incorporation of wood flooring in the Inglenook area.

LBC voted* to authorize JSS to put the flooring package out to bid.

The meeting adjourned by unanimous vote* at 8:45.

4. Next LBC meeting: April 3, 7pm at the Police Station (Alexis secretary)

*: LBC vote

Respectfully submitted by Richard Littlefield