

LESLIE HENNESSEY, Director

Senior Center Building Committee
November 26, 2019
Meeting Minutes
St. Theresa's Church, 9 East Parkview Drive

Present: Diane Mulvaney, Leslie Hennessey, Carol Constant, Linda Young, Kevin McAllister, Ted Boulais, Jeff Cyr, Michael Siddall, Richard Ness and Phil Palumbo

Not Present:

The meeting was called to order at 5:04pm by Chair Diane Mulvaney.

Approval of Prior Minutes

Jeff Cyr made a motion to accept the minutes of the October 2, 2019 Building Committee meeting, was seconded by Carol Constant and unanimously approved.

Project Update

Project Schedule Update

Phil presented the updated project milestone schedule. Phil indicated because there will not be anything new to report at the scheduled December 11th Building Committee meeting, the plan will be for January 8th to be the next Building Committee meeting.

Project Budget Update

Phil presented the project budget status report. Phil highlighted the invoices that have been approved since the committee last met were: edm (\$72,477.66), Colliers (\$14,025), A to Z Moving (\$1,740), Fuss & O'Neill (\$1,770) and A.M. Fogarty (\$7,500).

Construction Bidding Update

Phil started the construction bidding update by indicating the Filed Subcontractor bidding came in \$542,690 below the total Filed Subcontractor estimate. The next bidding update was regarding the General Contractor bids. There were seven General Contractors that bid on the project, and the low bid was Souliere & Zepka Construction, Inc. at \$7,788,974, which includes their Alternate #1. Phil indicated the low GC bid was \$788,326 below the estimate. Phil indicated the appropriate due diligence steps were taken to review the GC bids, and Souliere & Zepka's bid was a valid bid. Kevin McAllister made a motion to accept the low GC bid along with its Alternate #1, was seconded by Jeff Cyr and unanimously approved.

New Business

No new business was discussed.

Adjournment

At 5:51pm Michael Siddall made a motion to adjourn the meeting, was seconded by Linda Young and unanimously approved.

Items Distributed During this Meeting

1. 10/2/19 Draft Meeting Minutes
2. Project Milestone Schedule dated October 10, 2019
3. Financial Status Report dated November 26, 2019
4. General Contractor Bid Tabulation Form

Next Meetings

- January 8, 2020
February 5, 2020
March 4, 2020