

Highway Committee of the Rutland Town Board of Selectman

9-16-15

The committee met on September 16, 2015 at 5:30PM in the Select Board room at the Town Office. Present were committee members Mary Ashcroft and John Paul Faignant with Road Commissioner Byron Hathaway and David Josselyn of Josselyn Brothers contractors for the new highway garage.

1. **Sprinkler system:** The committee briefed David Josselyn about the sprinkler system options discussed at the last highway committee meeting on 9-11-15. They will let Josselyn know what the full Select Board approves, but asked him to prepare an additional to the project to cover the option being recommended to the full board. Josselyn noted that Stantec, and Town's engineer, will design the entrance pipe for the sprinkler system and Josselyn will get a subcontractor's estimate for installing the piping inside.

2. **Colors:** The committee advised Josselyn of the colors recommended to the full Select Board— charcoal grey room, rustic red siding and white trim.

3. **Review of design/build contract and addenda for the highway garage construction:**

Town Attorney Kevin Brown had provided a memo with changes he wanted to see to the contracts as presented by Josselyn. [See attached.] In the meantime, David Josselyn had filled in some specifications. The Committee reviewed all of the Brown comments with him. Some highlights:

1.1: The design plans to be referenced include the request for RFP, one page of design specs and the sketch.

1.1.4: Sustainable Objective: The town is not attempting to obtain a sustainability certification so we don't have any sustainable objective.

1.16: Owners' budget: \$ 598,678 as bid and accepted by the town. This included the bollards, the apron and waste oil storage tank as extras. We will need to add the dry sprinkler system but will do so as a change order.

1.1.7: There are no design and construction milestones at this time: see submission of 5-29-15.

1.1.8: Contractor will use NBF as architects for the job.

1.2: Byron Hathaway will be town representation as clerk of the works. HE will approve all payment requests.

1.2.2 NBF will review and approve design.

1.2.3: Town will retain Stantec as consultant.

1.3: Dispute resolution: Arbitration with mediation first.

1.41: See documents listed above.

2.1: NA.

3.1: General conditions of contract: amendment: Exhibit F: Josselyn Brothers bid proposal as submitted to the town with floor plan and elevation on 5-29-15.

A.1.1: Stipulated sum—\$ 598,678. This is based upon bid plus additions town chose—bollards, apron and waste oil tank.

A1.2.2: Add bollards, apron and waste oil tank.

A1.5Detail for payment: Contractor will bill every 30 days, with payment to be received by the 15th of the month.

Builders risk insurance coverage: Town will obtain—we need to show that we have obtained this.

9.10.4 and 9.10.5: Town wants to strike these limits of liability per advice of counsel. Josselyn will talk with his people about this.

Exhibit G will be attached to the contract.

Retainage: 5% through life of contract which is 5% of the whole. There is reference to compliance with all permits—Byron will get Act 250 and WW permit to Contractor.

The committee discussed the sprinkler system modification with David Josselyn.

Select Board needs to review the final contract and authorize signature.

We need to get a 911 number assigned to this building—we need to ask Joe to do this.

We are setting March 31st 2016 for completion date goal.

There being no further business to conduct, the meeting was adjourned at 6:21PM.

Respectfully submitted, Mary C. Ashcroft for the Select Board.