
M E E T I N G M I N U T E S

**NEW WILBRAHAM POLICE STATION
BUILDING COMMITTEE
WILBRAHAM, MASSACHUSETTS**

**Meeting Date: January 9, 2017
3:00 PM / WFD CONFERENCE ROOM**

PRESENT:

Roger Fontaine, Chairman *	PBC
Roger Tucker *	PBC / Chief of Police
Ed Rigney *	PBC
Francis Nothe *	PBC
Roger Chapdelaine *	PBC
Lance Trevallion *	PBC
Shirley Rae	TOW / PD
Patti Diotelevi *	PBC
James Dowd *	PBC
Nate DeLong	TOW / IT
Tom Sullivan *	TOW
Jeff McElravy	Tecton
Matt Salad	Tecton
Neil Joyce	CMS
Jeff Dome	CMS
Derek Bride	CES

COPIES:

Paul LaPlante *	PBC
JoAnn Corsi	CMS
Lisa Bouchard	TOW
Paul V. Griffin	CMS

Abbreviations:

PBC	Permanent Building Committee
TOW	Town of Wilbraham
TA	Tecton (Architect)
CMS	Construction Monitoring Services, Inc. (Project Mgr.)

*- Voting Committee Members

Respectfully Submitted by Construction Monitoring Services, Inc.

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Action By	The following items were discussed:
	New Business:
Record	<p>1-09.01 Administrative Items: Approval of minutes. Motion to approve minutes from 12/05 Committee Meeting, with second. Minutes were approved unanimously.</p> <p>Invoices: Invoices would be forwarded to the Town upon receipt (waiting for signed requisition from WJ Mountford). Balance of invoices will be provided via courier service.</p>
Record	<p>1-09.02 CMS provided the following update:</p> <ul style="list-style-type: none"> • Construction Update – Construction operations during December were highlighted by the continuation of the mechanical, electrical, fire protection and plumbing rough-ins at the interior of the space. GWB installation proceeding at both upper and lower levels. Exterior work included siding, and installation of PVC Trim. • Upcoming operations will include the continuation of siding and installation of exterior doors. Interior work will include the continuation of rough-ins for mechanical, electrical, plumbing and fire protection, as well as continuation of gypsum board insulation. • Budget Update – Committee was provided with a budget update (dated 12/31/2016) and overview discussion of same. • Security – Work is progressing, with noted advancement of cabling installation to the IT Closet from each location. Coordination of door hardware and related security installations are proceeding. • Communications – Work is progressing, and includes coordination of equipment and installation of conduit pathways to antenna locations.
TA / Record	<p>1-09.03 Architectural Update – Tecton provided the following update:</p> <ul style="list-style-type: none"> • Change order requests being presented today include: Change Order #20 – in the amount of \$9,374.99. Scope includes the change to the exterior wall hydrants, adjustment in flooring at HD storage areas, and a partial payment on CCD-004 Electrical scope. Change Order #21 – in the amount of \$55,713.35, and included the provision and installation of the metal out building set upon the existing foundation.
	<p>1-09.04 Committee & Subcommittee Updates – The following updates were provided from the committee and various subcommittees:</p> <ul style="list-style-type: none"> • Security – CMS noted rough-in work is proceeding, with installation of Cat-6 cabling completed

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	<p>from the IT Room to all areas of the PD. Terminations and installation of devices will follow drywall installation and finishes.</p> <ul style="list-style-type: none"> • Furniture – Owner noted finalization of furniture orders is progressing with WB Mason. Budget number of \$130,000 still appears to be accurate thus far. • High Density Storage proceeding with Systematics (\$52,198 Final quote). Scheduled installation has been pushed to March, consistent with Mountford’s progress • Additional Items - Identification of future solicitation packages included Wireless Internet Access, Technology & Peripheral Devices & BDA Requirements. • Bi-directional Amplification – Cybercomm has been requested to provide pricing. • Fiber Link to FD – Installation and terminations on the FD side have been completed. Terminations in the racks on the PD side will be completed once the technology closet has been completed and turned over. • Verizon - CMS noted Verizon has advised a January installation is anticipated. • NextGen 911 has installed wire and conduit for their services in dispatch and IT Room. Their next work will be after dispatch furniture is delivered. • Out Building – Delivery is scheduled for late January.
	<p>1-09.05 New items:</p> <ul style="list-style-type: none"> • Sgt. Ed Lennon of WPD provided an update on the AFES purchase, noting that the price had increased slightly from the last quote. CMS requested copy of the final quote for entry into the budget when received. • Site tour of the new PD station was conducted with the committee following the meeting. • Chief Nothe noted that he had announced his retirement, and recommended that David Bourcier replace him on the Building Committee. Motion was unanimously approved by committee vote.
Record	1-09.06 Next Meetings scheduled for Monday, February 15 th at 3:00 PM at Wilbraham Town Hall Conference Room.
Record	Motion to Adjourn – 4:15 PM.