

Minutes October 29, 2018

Demmer Library Design and Construction Committee

Committee Attendance: Tom Asbeck, Erica Brewster, Janet Dixon, Catherine Marshall, Vicki Reuling

Absent: Rosie Obukowicz, Mary Sowinski

Others: None

Vicki Reuling called the meeting to order at 9:00 a.m.

Report on agenda posting: Erica reported on the agenda posting in accordance with Wisconsin Open Meeting Law.

Agenda approval: Motion by Catherine, seconded by Janet to approve the agenda in any order. All ayes, motion carried.

Discuss and approve Greenfire Management Services, LLC, Change Order for Extension of Contract Time due to existing conditions:

Greenfire has submitted a formal change order to amend the end date in the contract from 11/30/2018 to 12/21/2018. The change order has no cost increase to the Demmer project. The building was successfully closed in within the last 10 days which gave Greenfire the ability to estimate a final end date.

The DCC3 has been expressing concern about the schedule since meetings on 5/22 and 6/05. The DCC finally made a call to the president of Greenfire on 10/12, and the president and operations manager made an in-person visit on 10/18 and returned on 10/23. There is now evidence of more coordination on site including 8 AM Tuesday subcontractor meetings. Greenfire is now providing the project teams with a 3-week look-ahead of day-by-day activities on site. Progress has been made on site since 10/22.

The contract reads that the owner reserves the right to assess liquidated damages in the amount of \$500/day; it does not require that those damages are assessed. Tom gave his reasoning for waiving those fines up to 12/21 as Greenfire has shown a good faith effort to improve performance to overcome prior challenges and to deliver a high quality product, to maintain a good relationship with the owners, and is not passing on addition project charges to the library. He also pointed out that the project could quickly lose focus if those involved became entangled in questions of cost and time.

Janet asked about impact to the cost on the project if the weather means external site work can't be completed before winter sets in. The project contract allows for us to keep retainage of dollars so if the contractors don't return to complete the work in the spring. Catherine asked about what extra expenses the library/project will be incurring. Main expense will be additional payments to our owners representative and rent/temporary location costs, which do not total \$500/day. Catherine asked about Hoffman's perspective; Erica responded that the architect has expressed concern about the deferring of public funds.

Motion by Catherine, seconded by Vicki to approve the change order to revise the contracted completion date. All ayes, motion carried.

Next Meeting: Wednesday, November 14, 9 AM, at the Three Lakes school board room. There being no further business, Tom made a motion to adjourn, seconded by Catherine. All ayes, motion carried. The meeting adjourned at 9:21 a.m.

Respectfully submitted: Erica Brewster