PERMANENT PUBLIC BUILDING COMMITTEE

TOWN OF NEEDHAM

MINUTES OF MEETING

Date: November 14, 2022	Time: 7:30 PM	Location: Zoom Cloud

Attendance PPBC Members:	Present: Stuart Chandler, Richard Creem, Lynne Deninger, George Kent, Roy Schifilliti, Irwin Silverstein, Gene Voloshin	
BDCD Staff:	Hank Haff (Director) Ken Sargent (Senior Project Manager)	
User Representatives:	Tom Conroy	Fire Chief, Public Safety Complex Rep.
	Michael Greis	School Committee, Emery Grover Rep.
	Anne Gulati	School Finance Director, Emery Grover & SMP Rep.
	Barry Dulong	Bldg Maintenance Director, Ridge Hill Rep.
Other Attendees:	Don Walter	Dore + Whittier Architects
	Michele Rogers	Dore + Whittier Architects
	Deborah Robinson	Bargmann Hendrie & Archetype
Minutes prepared by:	Kathryn Copley	Administrative Specialist

This meeting was posted on the Town web site on November 9, 2022, as a:
Virtual Meeting at the Zoom Cloud Meetings
Meeting ID # 88414728107
https://us02web.zoom.us/j/88414728107

with the following instructions:
To view and participate remotely in this meeting on your computer, at the above date and time, go to www.zoom.us, click "Join a Meeting" and enter the Meeting ID: 884-1472-8107 Or join the meeting at link: https://us02web.zoom.us/j/88414728107

A. Approval of Minutes

The Committee reviewed the minutes from the October 25, 2022 PPBC meeting. Mr. Chandler made a motion that the Committee approve the minutes as presented. Mr. Kent seconded the motion. The motion was then voted upon and approved 5 yeas - 0 nays – 2 abstain.

B. Public Safety Complex & Fire Station 2

Tom Conroy (Fire Chief) and Ken Sargent (BDCD) attended the meeting remotely.

Mr. Sargent presented two PSS's for approval and an invoice for payment.

Mr. Chandler made a motion that the Committee approve the following PSS from Kaestle Boos Associates for Electrical Engineering Services:

Kaestle Boos Associates	PSS #52	$ 5,775.00

Mr. Silverstein seconded the motion. The motion was then voted upon and approved unanimously - 7 yeas - 0 nays – 0 abstain.

Mr. Chandler made a motion that the Committee approve the following PSS from Kaestle Boos Associates to liquidate the remaining balance in PSS #24 Communication Tower design:

Kaestle Boos Associates	PSS #53	$ -94.53

Mr. Conroy seconded the motion. The motion was then voted upon and approved unanimously - 7 yeas - 0 nays – 0 abstain.

Mr. Chandler made a motion that the Committee approve the following invoice for payment:

Robert H. Lord Co.	Shelving	$ 16,269.63

Mr. Kent seconded the motion. The motion was then voted upon and approved unanimously – 7 yeas - 0 nays – 0 abstain.

Documents: PSS's, Invoice

C. Ridge Hill Demolition

Barry Dulong (DPW), Ken Sargent and Hank Haff (BDCD) attended the meeting remotely.

Mr. Sargent reported on the status of the project. The contractor is sending in submittals to the architect. The schedule is being revised. Erosion control straw wattles are being installed. The chain link fence is anticipated to be installed next week. The asbestos abatement will start as soon as possible after permitting has been obtained. The fire and police departments will be given keys to the fencing for emergency purposes.

Documents: Updated budget

D. Emery Grover Building / Hillside

Michael Greis (School Committee), Anne Gulati (School Finance Director), Deborah Robinson (BH+A), Hank Haff and Ken Sargent (BDCD) attended the meeting remotely.

Mr. Sargent reported on the progress on the Hillside Renovation. The sprinkler work is substantially complete as is the electrical work. The electrical panels are anticipated to arrive soon. All new walls are complete. The HVAC work is substantially complete. They are waiting for five condensers to arrive. The boiler went online today and the building should have heat. The Eversource electrical transfer work should be online by Monday 11/21/22.

Mr. Sargent reported that a kickoff meeting with M. O'Connor Contracting was held on November 3rd. They are working on the schedule. They anticipate mobilizing on site on January 2, 2023. They have setup Procore and are working on submittals for long lead items.

The elevator subcontract was rebid, and two bids were received on November 7th. A place holder of $350,000 was carried in the GC bid. The two bids were:

Delta Beckwith	$762,000.00
United Elevator	$524,305.00

The low bid from United Elevator was accepted. An additional $174,305 will be included in a future change order from M. O'Connor Contracting.

The anticipated cost log for Hillside consists of one item totaling $1,500.00 for louver work.

Mr. Haff reported that the energy analyst has updated the assessment for the rebate. There will be a fully electric air source heat pump system. The target was 30 EUI and the assessment is now at 29 EUI.

Mr. Chandler made a motion that the Committee approve the following change order for three adds:

J.J. Cardosi Construction	CO #5	$	32,587.84

Mr. Schifilliti seconded the motion. The motion was then voted upon and approved unanimously - 9 yeas - 0 nays – 0 abstain.

Mr. Chandler made a motion that the Committee approve the following PSS from Bargmann Hendrie + Archetype for Construction Administration Services:

Bargmann Hendrie + Archetype	PSS #8	$	340,000.00

Mr. Creem seconded the motion. The motion was then voted upon and approved unanimously - 9 yeas - 0 nays – 0 abstain.

Mr. Chandler made a motion that the Committee approve the following requisition for payment:

J.J. Cardosi Construction	Req. #4 thru Oct. 2022	$	252,770.58

Mr. Silverstein seconded the motion. The motion was then voted upon and approved unanimously - 9 yeas - 0 nays – 0 abstain.

Mr. Chandler made a motion that the Committee approve the following invoice for payment:

Hill International	October 2022 Services	$	380.00

Mr. Kent seconded the motion. The motion was then voted upon and approved unanimously - 9 yeas - 0 nays – 0 abstain.

Mr. Chandler made a motion that the Committee approve the following invoices for payment:

Perma-Line	Signage	$	39.00

Mr. Kent seconded the motion. The motion was then voted upon and approved unanimously - 9 yeas - 0 nays – 0 abstain.

Documents: Invoices, PSS 8, Updated Budget

E. <u>School Master Plan</u>

Anne Gulati (School Finance Director), Don Walter, Michele Rogers (D+W), and Hank Haff (BDCD) attended the meeting remotely.

Mr. Chandler reported that a letter was received from the Finance Committee asking for continued collaboration with the various Town groups on this project. They reiterated that the financing for the project has yet to be worked out and no decisions can be made at this time. The Chairs meeting that was to have taken place last Thursday to discuss the financial plan was postponed until December 16th. Dore + Whittier had been recently asked to update the cost estimates considering current cost escalation figures. Their cost estimator recommended we factor in a 2022increase of 15%. While 2021 and 2023 are projected at 5% they recommended a 6% average escalation be factored in for the first five-year period 2021-2026 then return to the 4.5% escalation rate. This made it necessary to re-examine the financing plan.

The options were reviewed with the anticipated cost escalation. The various options are:

Option Aa. Status Quo (grade configuration) with 5-section Mitchell 1st MSBA project, Pollard 2nd MSBA project and High Rock 3rd MSBA project. The estimated cost went from $391.3M to $406.2M.

Option E .Status Quo (grade configuration) with 4-section Mitchell 1st MSBA project, Pollard 2nd MSBA project, High Rock 3rd MSBA project and Eliot addition. The estimated cost went from $392.3M to $404.4M.

Option C1a. with Pollard (grades 6-8) as 1st MSBA project, High Rock as an elementary school, and a 3-section Mitchell as the 2nd MSBA project. The estimated cost went from $327.0M to $349.2M.

Option D1a. with Pollard (grades 6-8) as the 1st project (non-MSBA), High Rock as an elementary school, and a 3-section Mitchell as the 2nd project with MSBA funding. The estimated cost went from $314.4M to $334.2M.

It was noted that there is no guarantee of receiving MSBA funding. A Statement of Interest to the MSBA for Pollard could be submitted in the spring which may be a one-year process. If Pollard is not an MSBA project, it would move faster and therefore reduce escalation.

A three-phase funding approach would be to request feasibility study funding, then funding for detailed design thru bids and finally construction funds. The School Committee understands that all of these options are a big lift for the community.

At the PPBC meeting scheduled for November 28th the options will be discussed in further detail.

Documents: Options slide presentation

F. <u>Center at the Heights Space Utilization Study</u>

Barry Dulong (DPW), Hank Haff (BDCD) attended the meeting remotely.

Mr. Chandler made a motion that the Committee approve the following invoice for payment:

Bargmann Hendrie + Archetype	September 2022 Services	$ 9,750.00

Mr. Silverstein seconded the motion. The motion was then voted upon and approved unanimously – 8 yeas - 0 nays – 0 abstain.

Documents: Invoice

G. Other Business

Mr. Chandler noted that at the next meeting the organization of the committee will be discussed.

H. Adjournment

The meeting was adjourned at 8:32 PM.
The next PPBC meeting is scheduled for Monday, November 28, 2022, at 7:30 PM, as a Hybrid Meeting at the Public Services Administration Building in the Charles River Room and on Zoom Cloud Meetings.

These minutes are intended to convey the content of the discussions at the Committee meeting. If no comments are received by the next meeting, they will go to file as part of the permanent Committee record.