

PERMANENT PUBLIC BUILDING COMMITTEE

TOWN OF NEEDHAM

MINUTES OF MEETING

Date: July 24, 2023	Time: 7:30 PM	Location: Zoom
Attendance		
PPBC Members:	Present: Stuart Chandler, Richard Creem, George Kent (all remote)	
	Absent: Lynne Deninger, Irwin Silverstein, Roy Schifilliti, Gene Voloshin	
BDCD Staff:	Hank Haff (Director) Ken Sargent (Senior Project Manager)	
User Representatives:	Barry Dulong	Bldg. Maint. Dir., RTU Replacement & DPW Study Rep.
	Shane Mark	Assist. DPW Director, DPW Study Rep.
Other Attendees:	Matt DiSalvo David Billings	GGD Consulting Engineers Hill International
Minutes prepared by:	Kathryn Copley	Administrative Specialist

This meeting was posted on the Town web site on July 19, 2023, as a:

Remote Meeting on Zoom Cloud Meetings

Meeting ID # 88414728107

<https://us02web.zoom.us/j/88414728107>

A. Approval of Minutes

The Committee anticipates voting to accept the July 10, 2023 PPBC meeting minutes at the next meeting on August 14, 2023.

B. RTU Replacement at Broadmeadow and Eliot Schools

Barry Dulong (DPW), Hank Haff (BDCD), David Billings (Hill International) and Matt DiSalvo (GGD) attended the meeting remotely.

The prequalification documents for the HVAC contractor that will act as the prime contractor were available on June 22, 2023. Seven statements of qualifications were received on July 6th. The subcommittee reviewed the submissions and six out of the seven were recommended to be prequalified. Mr. Haff requested acceptance of the recommendation of the subcommittee. Mr. Chandler recommended that the project move forward with the prequalified vendors. Mr. Haff will inquire of Town Counsel whether a ratifying vote will be needed at the next meeting.

Mr. Haff reviewed the updated cost estimate. A cost reconciliation process was done with the updated redesign of the equipment and configuration which reduced costs. There will be only two filed subcontractors for Built-up Roofing and Electrical. The Construction Document estimate was brought down by approximately \$500,000. The estimated construction cost is \$3.35million. The average of the updated total project cost estimate is \$4,060,000, or \$4,426,080 with Alternate #1- Air Source Heat Pump.

RTU #2 structural support was modified to reduce structural changes inside the building. Steel dunnage above the roof is now in the CDs. The equipment specified in Alternate #1 (an air source heat pump (ASHP) for summer reheating) was redesigned and moved to a lower roof. These VE changes are now in the bid documents.

A rebate from Eversource is anticipated. This would go into the general fund not the project fund. A future warrant article would have to be presented to Town Meeting to appropriate the rebate amount to the project. This could supplement funding for the Phase II- Broadmeadow RTU replacement project.

The bidding schedule is as follows: the documents will be available July 27th, the walk through is scheduled for August 3rd, filed sub bids are due August 17 and HVAC prime bids are due August 24th. Bids will be presented to the PPBC at the August 28th meeting.

Documents: Agenda, Prequalification memo, updated Cost estimate

C. DPW Complex Feasibility Study

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

Mr. Haff reported the progress of the project. The update of the approach and findings are still in progress. There are several test-fit diagrams that explore operational synergies between divisions if located on a single site. The project update will be presented to the Select Board tomorrow night.

Mr. Kent asked if any non-town owned sites were looked at. The answer was no. Only Town owned properties were looked at. Mr. Kent mentioned he was aware of other potential property that could be discussed with the Town Manager.

Seven test fits were examined by Weston & Sampson and the Working Group. Three were eliminated. The Hillside School could be used as swing space during renovations of spaces. It was noted that all the Building Maintenance Division staff except two worked out of the Daley Building.

The next steps are to meet with the user groups and finalize the preferred concept(s). Finalize the existing building assessments, permitting analysis, cost estimates, and prepare the project schedule for design, procurement, construction, and phasing.

It was noted that the former salt shed area near 470 Dedham Avenue is currently being used by the DPW as laydown space but would need to be relocated if a temporary school is constructed as part of the Mitchell School redevelopment plan.

Mr. Mark encouraged the Committee members to visit 470 Dedham Avenue to see the further deterioration of the building since the 2016 study.

Documents: Presentation

D. Other Business

The Select Board Code of Conduct will be discussed at a future meeting to decide if one should be developed.

The appointment of a vice chair will also be discussed at a future meeting.

E. Adjournment

The meeting was adjourned at 8:55 PM.

The next PPBC meeting is scheduled for Monday, August 14, 2023, at 7:30 PM, 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.