

PERMANENT PUBLIC BUILDING COMMITTEE

TOWN OF NEEDHAM

MINUTES OF MEETING

Date: August 14, 2023		Time: 7:30 PM	Location: Zoom
Attendance			
PPBC Members:		Present: Stuart Chandler, Richard Creem, Lynne Deninger, George Kent, Roy Schifilliti, Irwin Silverstein, (all remote)	
		Absent: Gene Voloshin	
BDCD Staff:		Hank Haff (Director)	
User Representatives:		Michael Greis	School Committee, Emery Grover & SMP Rep.
		Barry Dulong	Bldg. Maint. Dir., RTU Replacement
		Erhardt Graeff	Library Trustee, Library Space Utilization Rep.
		Kim Hewitt	Library Director, Library Space Utilization Rep.
Other Attendees:		Deborah Robinson	Bargmann Hendrie + Archetype, Inc.
		Matthew DiSalvo	GGD Engineering
		Brett Benston	Utile Inc.
Minutes prepared by:		Kathryn Copley	Administrative Specialist

This meeting was posted on the Town web site on August 10, 2023, as a:

Remote Meeting on Zoom Cloud Meetings

Meeting ID # 88414728107

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

A. Approval of Minutes

The Committee reviewed the minutes from the July 10, 2023 and July 24, 2023 PPBC meetings. Mr. Kent made a motion that the Committee approve the minutes as presented. Mr. Creem seconded the motion. The motion was then voted upon and approved 5 yeas - 0 nays - 0 abstain.

B. Emery Grover Building / Hillside

Michael Greis (School Committee), Deborah Robinson (BH+A), and Hank Haff (BDCD) attended the meeting remotely.

Mr. Haff reported on the progress of the project. The brick repointing on the east side is complete. The repointing on the west side is ongoing. Both chimneys are complete. The wall/joist prep for structural steel is underway. Window blocking installation is underway. Eversource has finalized the design and is waiting for the transformer's delivery date.

The interior brick condition has raised some concerns. In the initial investigation of the building, it was thought that the walls were twelve-inch-thick solid brick and the exterior wythe was fully integrated with the two interior wythes of brick. After the plaster was removed from the walls it was discovered that many interior portions of brick beneath windows and the cornice needed to be fully reconstructed and reinforcing is needed to tie the outer layer of finish brick with the two interior layers of brick. The exterior brick is sound and being repointed per the contract drawings. Additional repairs are required for the interior common red brick where it is deteriorated, or header bricks are not binding the three layers together. . A specialized testing company (ECHEM) did a “ground penetrating radar” (GPR) scan of the brick in a test area looking for voids and length of brick headers. They will return next week to scan the rest of the building. The scan should identify where collar joints and brick ties are missing. The structural engineer will make recommendations once the data are collected. The cost impact is estimated to be more than \$200,000 and the work may have an impact on the schedule. The full schedule impact is being studied with the GC and Design team.

The anticipated cost log was reviewed, and the amount is \$120,085. The remaining contingency amount is \$2,102,199.

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

M. O’Connor Contracting	CO#5	\$ 43,275.22
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Mr. Greis 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 for R.G. Vanderweil Engineers to extend the contract end date through June 30, 2024. Mr. Greis 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 requisition for payment:

M. O’Connor Contracting	Req. #8 thru July 2023	\$ 836,882.76
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Mr. Creem 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:

Bargmann Hendrie + Archetype	June 2023 Serv.	\$ 17,154.85
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Mr. Kent 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 invoices for payment:

UTS of Massachusetts	Materials Testing	\$ 900.00
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R.G. Vanderweil Engineers	Commissioning Services	\$ 5,044.00
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Mr. Silverstein seconded the motion. The motion was then voted upon and approved unanimously – 7 yeas - 0 nays – 0 abstain.

Documents: Agenda, Invoices, Updated Budget, Photos

C. RTU Replacement at Broadmeadow and Eliot Schools

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

The Prequalification sub-committee prequalified six of the seven HVAC contractors that submitted documents for the HVAC contractor that will act as the prime contractor that were received on July 6th.

Mr. Chandler made a motion that the Committee ratify the Prequalification Committee's recommendation of the six prequalified HVAC firms:

Ambient Temperature Corp.

CAM HVAC

E. Amanti and Sons

Enterprise Equipment

General Mechanical

J.F. White

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

There is a proprietary item in the bid documents for StruxureWare by Schneider Electric, automatic temperature control computer software which is compatible with existing Town-wide standards. Mr. Chandler made a motion that the Committee approve the proprietary equipment for the project. Mr. Creem seconded the motion. The motion was then voted upon and approved unanimously - 7 yeas - 0 nays – 0 abstain.

The filed sub bids are due August 17th and HVAC prime bids are due August 24th. Bids will be presented to the PPBC at the August 28th meeting.

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

GGD Consulting Engineers	June Services	\$ 50,760.00
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Mr. Creem 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:

Hill International, Inc.	May Services	\$ 3,401.25
NV5	May/June Services	\$ 1,461.63
NV5	June/July Services	\$ 2,104.40
Project Dog	Electronic Bid Services	\$ 957.16

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

Documents: Agenda

D. Library Space Utilization Study

Erhardt Graeff (Library Trustee), Kim Hewitt (Library Director), Brett Bentson (Utile), and Hank Haff (BDCD) attended the meeting remotely.

Mr. Bentson reported on the progress of the study. They have had four meetings with the Library Trustees and with their input four top priorities have been identified. They are numbered in order of priority:

Priority 1 – New dedicated Teen/Tween area on the Upper Level– includes right-sized space allocated to teens and tweens to manage overflow of teens into other areas of the library, address acoustic impacts of the teens and tweens to other areas of the library, and improve HVAC systems in existing young adult room.

Priority 2 – Improved Children’s Area on the Lower Level– includes improving sightlines throughout the space, providing program areas and furnishings suited to how the space is used today and creating a wellness room.

Priority 3 – Rosemary Entrance improvements and New Multi-Purpose Room – includes relocating the circulation desk to improve sightlines and customer service and create a multi-purpose room for flexible programing.

Priority 4 – Highland Entrance improvements – includes relocating the reference desk to improve sightlines and enlarge the workroom and staff office for greater efficiency.

The proposed changes would increase the seating capacity from the current 471 seats to 546 seats. There would be less than a 1% reduction in the collection bookstacks, going from 4,792 shelves to 4,791.

The documents were sent to the cost estimator. Four phases are proposed, Phase 1, the Teen/Tween work, is proposed for the summer of 2025 at an estimated cost of \$2,495,000, Phase 2, the Children’s Area work, is proposed for the summer of 2026 at an estimated cost of \$2,990,000, Phase 3, the Rosemary Entrance work, is proposed for the summer of 2027 at an estimated cost of \$2,060,000, and Phase 4, the Highland Entrance work, is proposed for the summer of 2028 at an estimated cost of \$2,035,000. These costs include hard and soft costs and take into account a 6% cost escalation per year.

Temporary space, if necessary, may be available at the Hillside School, or other schools during the renovation periods. It is not anticipated that renting space will be needed.

Documents: Presentation

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

Utile Inc.	June 2023 Services	\$ 3,725.00
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Mr. Creem seconded the motion. The motion was then voted upon and approved unanimously – 8 yeas - 0 nays – 0 abstain.

Documents: Presentation

E. DPW Complex Feasibility Study

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

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

Weston & Sampson	April 2023 Services	\$	14,300.00
Weston & Sampson	June 2023 Services	\$	8,250.00

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

F. Adjournment

The meeting was adjourned at 8:45 PM.

The next PPBC meeting is scheduled for Monday, August 28, 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.