

PERMANENT PUBLIC BUILDING COMMITTEE

TOWN OF NEEDHAM

MINUTES OF MEETING

Date: November 13, 2023	Time: 7:30 PM	Location: Zoom
Attendance		
PPBC Members:	Present: Stuart Chandler, Richard Creem, Lynne Deninger, George Kent, Irwin Silverstein (all remote)	
	Absent: Roy Schifilliti, Gene Voloshin	
BDCD Staff:	Hank Haff (Director) Ken Sargent (Senior Project Manager)	
User Representatives:	Michael Greis Anne Gulati Barry Dulong Shane Mark	School Committee, Emery Grover & SMP Rep. School Finance Director, Emery Grover, RTU & SMP Rep. Bldg. Maint. Dir., RTU Replacement & DPW Study Rep. Assist. DPW Director, DPW Study Rep.
Other Attendees:	Deborah Robinson Louis Vieira	Bargmann Hendrie + Archetype, Inc. GGD Consulting Engineers
Minutes prepared by:	Kathryn Copley	Administrative Specialist

This meeting was posted on the Town web site on November 9, 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 October 10, 2023 PPBC meeting. 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 4 yeas - 0 nays – 0 abstain.

B. Emery Grover Building / Hillside

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

Mr. Sargent reported on the progress of the project. The structural steel installation is complete. The chimney brick repairs are ongoing. The exterior brick repairs are complete. The exterior wall repairs are ongoing and anticipated to be complete by the end of the month. The gutter installation is almost complete. The lower-level slab pour is complete. Roof slate

installation is ongoing. The North stair installation is complete. The South stair demolition is ongoing.

The anticipated cost log was reviewed, and the total amount is currently \$90,000. Pricing on several items have not yet been received. The remaining contingency amount is \$834,721.

A substantial completion delay of approximately two months is anticipated. The windows are in a warehouse ready to be installed. Once the grouting is complete the window installation can begin. No problems are anticipated with the window installation. If the masonry is complete by next week the window installation will begin. The gypcrete flooring will start once the windows are installed.

Ms. Robinson showed the Committee what will be placed in the old clockface. There will be a round aluminum disc with the School Department logo, a white cupola with blue background.

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

M. O'Connor Contracting	CO#8	\$ 925,563.54
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Ms. Deninger seconded the motion. The motion was then voted upon and approved unanimously - 6 yeas - 0 nays – 0 abstain.

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

M. O'Connor Contracting	Req. #11 thru Oct. 2023	\$ 1,023,904.46
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Mr. Greis seconded the motion. The motion was then voted upon and approved unanimously - 6 yeas - 0 nays – 0 abstain.

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

Bargmann Hendrie + Archetype	Sept. 2023 Serv.	\$ 118,468.36
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Bargmann Hendrie + Archetype	Sept. 2023 Serv. FF&E	\$ 7,500.00
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Mr. Silverstein seconded the motion. The motion was then voted upon and approved unanimously - 6 yeas - 0 nays – 0 abstain.

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

UTS of Mass.	Sept Services	\$ 740.00
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Mr. Kent seconded the motion. The motion was then voted upon and approved unanimously - 6 yeas - 0 nays – 0 abstain.

Documents: Agenda, Invoices, Updated Budget, Photos

C. RTU Replacement at Broadmeadow and Eliot Schools

Anne Gulati (School Finance Director), Barry Dulong (DPW), and Hank Haff (BDCD) attended the meeting remotely.

Mr. Haff reported on the progress of the project. Mr. Vieira from GGD Consulting Engineers has taken over from Matt DiSalvo as the primary lead for the design for Broadmeadow. Other team members are working on Eliot.

Enterprise Equipment Co. (EEC) is working on a schedule for the Eliot School. A lot of procurement is taking place. EEC are trying to identify items that could be done in the mechanical room during the school vacations. It is hoped that some work can be done in the mechanical room in early June 2024. Work will start on the roof after the end of the school year in June 2024. The delivery of the heat pumps is anticipated in mid-July or early August for the equipment.

The Broadmeadow RTU replacement design development documents should be done by the end of December. Construction documents should be done by the end of February 2024 and be put out for bid in March 2024 and the contract awarded in April 2024. This will allow over 12 months for the ordering of long lead items.

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

Enterprise Equipment Co., Inc.	Req. #1 thru Oct. 2023	\$ 47,100.00
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Mr. Creem seconded the motion. The motion was then voted upon and approved unanimously - 6 yeas - 0 nays – 0 abstain.

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

GGD Consulting Engineers	October Services	\$ 4,698.12
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Mr. Kent seconded the motion. The motion was then voted upon and approved unanimously - 6 yeas - 0 nays – 0 abstain.

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

NV5	Sept/Oct Services	\$ 1,144.65
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Mr. Kent seconded the motion. The motion was then voted upon and approved unanimously - 6 yeas - 0 nays – 0 abstain.

Documents: Agenda, Invoices

D. DPW Complex Feasibility Study

Shane Mark, Barry Dulong (DPW), Louis Vieira (GGD) and Hank Haff (BDGD) attended the meeting remotely.

Mr. Haff reported on the Final Report. Minor edits have been made to the executive summary.

Option #4 was voted the preferred design by the Select Board. Option #4 site study diagrams have been further refined since the last presentation. The refined site layouts allows the work to be done in four phases. Fleet Maintenance bays would be added to the Jack Cogswell building in Phase #1. A wash bay and office building would be built as Phase #2 converting the existing 6 bay vehicle storage building into workshops. Phase #3 would include demolition of the existing 470 Dedham Ave building and constructing a new fleet storage building set back 55 ft. from the river/culvert running towards Adler Brook. The building would be raised up by 2ft. to avoid future flooding. A retention basin is proposed next to the river/culvert to handle run-off and limit future flooding.

The Daley Building renovations or replacement would also be part of Phase #3. The Town Engineer and DPW are still pursuing the PPA for the solar array to be placed on the roof of the Cogswell Building. The DPU is going through the public hearing process to allow one parcel to have two solar arrays.

The RTS study comparing drop off vs trash pick-up will be completed early next year. Decisions on master plan building and site improvements at the RTS will be made after this study is complete as part of Phase #4.

Mr. Chandler made a motion that the Committee approve the following invoice for payment:
Weston & Sampson September Services \$ 13,200.00
Mr. Kent seconded the motion. The motion was then voted upon and approved unanimously - 7 yeas - 0 nays – 0 abstain.

Documents: Updated draft report

E. Project Schedule

Mr. Haff reviewed the updated schedule for the various projects. The Public Safety Complex project closeout is waiting for information on the replacement welcome sign. Ridge Hill will need another application of meadow mix grass seed in the spring. The MSBA will notify the Town after its December 13th Board meeting whether Pollard Middle School will be invited into the eligibility period.

F. Adjournment

The meeting was adjourned at 8:43 PM.

The next PPBC meeting is scheduled for Monday, November 27, 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.