

PERMANENT PUBLIC BUILDING COMMITTEE
TOWN OF NEEDHAM
MINUTES OF MEETING

Date: February 11, 2015

Time: 7:30 PM

Location: Town Hall

Attendance

PPBC Members: Present: George Kent, Natasha Espada, Roy Schifilliti,
Irwin Silverstein

Absent: Stuart Chandler, John Keene, Paul Salamone

Steve Popper (PFD-C Director of Design and Construction)

Hank Haff (Project Manager)

Phaldie Taliep (Project Manager)

User Representatives: Rick Merson DPW Director, St. Mary St. Pump Station Rep.
Tony DelGaizo Town Engineer, St. Mary St. Pump Station Rep.
Heidi Black School Committee, Hillside & H.S. Rep.
Jonathan Pizzi High School Principal, H.S. Expansion Rep.

Other Attendees: Lee Storrs CDMSmith
Richard Buccella CDMSmith
Judd Christopher Drummey Rosane Anderson
Dan Gutekanst School Superintendent, Mitchell Modular Rep.

Minutes prepared by: Kathryn Copley Administrative Specialist

A. St. Mary Street Pump Station

Rick Merson (DPW Director), Tony DelGaizo (Town Engineer), Lee Stores and Richard Buccella (CDMSmith) attended the meeting.

Mr. Taliep reported on the progress of the project. There has been 50 to 60 inches of snow over the last two weeks. Snow removal from the site is needed. It is hoped that a site can be found to dump the snow. The updated schedule indicated an end date of July 15th as previously discussed with the Contractor. The RFI process has been fast tracked. NStar has indicated that the transformer would be in by May 1st. The metal fascia board work has started. The polycarbonate panels were delivered today. The doors should arrive this week.

Mr. Storrs reported that the remaining windows have been installed. The soffits around the building have been framed and insulated. It is expected that the building will be closed in by the end of February, beginning of March and temporary heating of the interior space will commence. Interior work can then begin after the temporary heat is installed.

The Committee reviewed Requisition #13 from Waterline Industries in the amount of \$180,534.62 for work thru January 2015. The requisition was reviewed and approved by

CDMSmith and Mr. Taliep. Mr. Kent made a motion that the Committee approve the requisition for payment. Mr. Merson seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed an invoice from BETA Group in the amount of \$8,719.44 for services thru December 2014. The invoice was reviewed and approved by Mr. Taliep. Mr. Kent made a motion that the Committee approve the invoice for payment. Mr. DelGaizo seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed an invoice from CDMSmith in the amount of \$18,464.54 for services thru December 2014. The invoice was reviewed and approved by Mr. Taliep. Mr. Kent made a motion that the Committee approve the invoice for payment. Ms. Espada seconded the motion. The motion was then voted upon and approved unanimously.

Handouts: CDMSmith update, Updated budget, Schedule, Waterline Req. #13

B. High School Expansion

Heidi Black (School Committee), Jonathan Pizzi (H. S. Principal) and Judd Christopher (DRA) attended the meeting.

An updated draft schedule was reviewed. The purpose of the current study is defining what is needed in the expansion and defining the scope of work. The feasibility study will use rounded square foot numbers geared to coming to a preferred alternative. Schematic design will yield a more refined estimate of the preferred alternative. Further design funds would be requested at the Annual Town Meeting in May 2015 and that Construction funds will be requested at the Fall Special Town Meeting in November 2015. It is anticipated that the construction would occur during the summer of 2016.

A letter is being sent to the Town Manager asking that a warrant article be included in the April 2015 Town Meeting Warrant, enabling the Board of Selectmen to petition the General Court, by Home Rule Petition, and authorize the Town to use a Construction Manager at Risk (CMR) for this project as a possible alternate delivery method to design-bid-build.

Mr. Christopher reviewed the history of the High School from the renovation that started in 2004. The High School project was approved with schematic drawings just as the School Building Authority was being shut down. The High School project went thru the design approval and construction documents process for 1,450 students based on the school population projected out for ten years (2003 to 2013).

As the project was going out to bid a new enrollment projection indicated that there may be an increase in enrollment and as many as 1,600 students in the future. It was not known whether this was a trend or a blip. Current long range projections indicate that the uptick in student enrollment is a trend and over the next ten years it is projected that there may be up to 1,758 students enrolled with a sustained enrollment of over 1,700 students in any given year. The School Department has hired a consultant to review and confirm the student enrollment projections over the next ten years to confirm the current numbers.

The Committee looked at eight options (A thru H) with varying utilization factors and class sizes. DRA recommended the average class size be upped to 23 students (MSBA standard) as the original plan had called for 22. The alternatives ranged from doing nothing to constructing six teaching spaces and one storage space. Currently there are six teaching spaces located in areas that were not originally designed for teaching spaces. It is desired that three of these spaces be returned to the spaces they were originally purposed for as they are considered to be vital to sustaining program demands at the school. An additional three classrooms would add a total of six new spaces to be constructed for additional teaching spaces needed to provide the optimum class size. There was also a need to increase storage space currently impeding the utilization of space for the physical education program.

Option H was the recommended option. Three spaces would be reclaimed, the utilization rate of the classrooms would be 85% and six teaching spaces and one storage space would be added outside the building. The Committee agreed that Option H makes the most sense. Ms. Black expressed the concern that a net of only three new teaching spaces may not be enough.

Handouts: Draft schedule, Space use plans, HS Enrollment projections, DRA population studies, Working Group meeting notes 2/3/15

C. Adjournment

The meeting was adjourned at 9:30 PM.

The next PPBC meeting will be on Monday, March 9, 2015 at 7:30 PM, at the Needham Library Community Room.

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.