

PERMANENT PUBLIC BUILDING COMMITTEE

TOWN OF NEEDHAM

MINUTES OF MEETING

Date: March 21, 2016

Time: 7:30 PM

Location: Needham Town Hall

Attendance

PPBC Members: Present: George Kent, Stuart Chandler, Natasha Espada, Paul Salamone,
Peter Schneider, Irwin Silverstein
Absent: Roy Schifilliti

Steve Popper (PFD-C Director of Design and Construction)
Hank Haff (Sr. Project Manager)
Phaldie Taliep (Project Manager)
Mike Retzky (Project Manager)

User Representatives: Dennis Condon Fire Chief, Police/Fire Stations Rep.
John Schlittler Police Chief, Police/Fire Stations Rep.
Matt Toolan Park & Rec. Commissioner, Rosemary Rep.
Heidi Black School Committee, Hillside Rep., H.S. Rep.
Aaron Sicotte H.S. Assist Princ/H.S. Rep.
Susan Neckes School Committee, Hillside Rep.

Other Attendees: Mike Richard Weston & Sampson
Joel Bargmann Bargmann Hendrie & Archetype
Don Walter Dore & Whittier Architects
Michele Rogers Dore & Whittier Architects
Jason Boone Dore & Whittier Architects
John Connelly Finance Committee

Minutes prepared by: Kathryn Copley Administrative Specialist

A. Approval of Minutes

The Committee reviewed the minutes from the February 17th and February 22nd PPBC meetings. Mr. Kent made a motion that the Committee approve the minutes. Mr. Silverstein seconded the motion. The motion was then voted upon and approved unanimously.

B. Police & Fire Stations Feasibility Study

John Schlittler (Police Chief) and Dennis Condon (Fire Chief) attended the meeting.

Ten firms submitted qualifications which were received on March 16, 2016 and one firm's submittal was received on March 17, 2016 due to a UPS failure to pick up. The

majority of the Committee felt that this was a minor informality and the qualification were considered in the short listing process.

The eleven companies that submitted qualifications were CSS Architects, Dore & Whittier Architects, Donham & Sweeney Architects, Lavallee Brensinger Architect, Tecton Architects, Robinson Green Barrett Architects, HKT Architects, Winter Street Architects, JCJ Architecture, Kaestle Boos Associates and The Galante Architecture Studios. These were distributed to the Committee for review.

The Committee discussed the qualifications of the firms and five were chosen for interviews at the next PPBC meeting on April 11th. The firms that were chosen for interviews are Donham & Sweeney Architects, Dore & Whittier Architects, HKT Architects, Kaestle Boos Associates and Winter Street Architect.

Handouts: Evaluation criteria

C. DPW Feasibility Study

Rick Merson (DPW Director) and Mike Richard (Weston & Sampson) attended the meeting.

Mr. Taliep reported on the progress of the project. Weston & Sampson has conducted interviews of staff members and have looked at and inventoried the equipment and fleet.

Mr. Richard reviewed the work plan and the schedule. There are four tasks, Data Review & Confirmation, Existing Site & Facility Analysis, Alternate Site Analysis and Final Study Report. The final study report is due September 2016. The staff was given interview outline questionnaire sheets. The results are being tallied now. An inventory of all of the equipment and fleet vehicles is being compiled.

Handouts: Work Plan, Schedule

D. St. Mary St. Pump Station Construction

Rick Merson (DPW Director) attended the meeting.

The Committee reviewed an invoice from Balanced Input in the amount of \$1,600.00 for a television within the FF&E budget. 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.

E. Salt Shed Construction

Rick Merson (DPW Director) attended the meeting.

The Committee reviewed an invoice from Bird Master in the amount of \$9,054.00 for the installation of bird netting on the Salt Shed. The invoice was reviewed and approved by Mr. Haff. Mr. Kent made a motion that the Committee approve the invoice for payment. Mr. Schneider seconded the motion. The motion was then voted upon and approved unanimously.

F. Rosemary Pool

Matt Toolan (Park & Recreation Commissioner) and Joel Bargmann (BH+A) attended the meeting.

Mr. Bargmann reported on the progress of the project. The design development documents are going to the cost estimator tomorrow. Determination of the estimated cost of the project is on schedule and should be available by April 11th.

The current design was reviewed for the Committee. The pool deck level has been changed to the 100 foot level, 6 inches above the previous level to account for the flood level impacts of providing compensatory storage established by historic information obtained by the Town Engineers office. The survey of the lake and the identification of the wetlands are complete. A wetlands Abbreviated Notice of Resource Area Delineation (ANRAD) has been filed.

The lake bottom dredging is being planned to coincide with the pool reconstruction as a separate project overseen by the Engineering Department. This would eliminate the need to build a temporary dam and would realize substantial savings to the pool project.

BH+A is working on the parking lot configuration and storm water management system. The new access road is at a lower pitch than the existing access road. An underground storm water retention system had been anticipated to be built under the parking lot. BH+A is now suggesting using porous pavement as a cost saving measure. They are also fixing and increasing the size of the existing detention basin which was built for the Library and High School runoff.

There is no elevator in the current plan with the understanding that personnel communication between the two levels is not a normal event and the two levels are distinctly separate functioning spaces. The CPC will not fund the second story of the building. The second floor is expected to cost approximately \$2.5 million dollars. Discussions are being held with the Board of Selectman, Finance Committee and Park & Recreation Commission regarding the cost.

The Committee reviewed an invoice from Bargmann Hendrie + Archetype in the amount of \$64,135.00 for services thru January 2016. The invoice was reviewed and approved by Mr. Retzky. Mr. Kent made a motion that the Committee approve the invoice for

payment. Mr. Toolan seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed an invoice from Bargmann Hendrie + Archetype in the amount of \$60,050.00 for services thru February 2016. The invoice was reviewed and approved by Mr. Retzky. Mr. Kent made a motion that the Committee approve the invoice for payment. Mr. Toolan seconded the motion. The motion was then voted upon and approved unanimously.

Handouts: Cost estimate memo, schedule

G. High School Cafeteria Expansion

Heidi Black (School Committee) and Aaron Sicotte (H.S. Assist. Principal) attended the meeting.

Mr. Taliep reported on the progress of the project. The cafeteria exterior wall demolition is scheduled to commence during the April school vacation. The permit application is underway.

A contract for air quality assessments is in the works with OccuHealth. FF&E and finishes are being worked out. A quote for the technology portion has been received.

It is anticipated that during the April school vacation the Contractor will mobilize on site, establish a work zone and proceed with demolition of the exterior cafeteria wall. A plywood wall will be installed as a barrier replacing the storefront windows which will be demolished. The Contractor will stay on site after that to prepare for new foundations, slab installation and tie in of the existing building. The Contractor will need to start steel erection in June, immediately after summer recess begins, in order to be finished by August 2016.

The Committee reviewed an invoice from Drummey Rosane Anderson Architects in the amount of \$6,103.00 for services thru February 2016. The invoice was reviewed and approved by Mr. Taliep. Mr. Kent made a motion that the Committee approve the invoice for payment. Mr. Schneider seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed Payment Requisition #2 from Paul J. Rogan Co., Inc. in the amount of \$22,971.38 for work thru February 17, 2016. The requisition was reviewed and approved by the Architect and Mr. Taliep. Mr. Kent made a motion that the Committee approve the invoice for payment. Mr. Silverstein seconded the motion. The motion was then voted upon and approved unanimously.

Handouts: Agenda, updated schedule, budget, anticipated cost log, Pay Application #2

H. Hillside School Feasibility Study

Susan Neckes, Heidi Black (School Committee), Don Walter, Michele Rogers and Jason Boone (D&W) attended the meeting.

Dore & Whittier reviewed the project steps taken over the past year. Central Avenue is the preferred site chosen. Seven buildings on the Central Avenue site will be demolished. FEMA is being asked to approve the 85 foot line as the flood plain line. The school building will be built at elevation 90, 5 feet above the flood line. Site circulation was reviewed.

Updated floor plans of the school building were reviewed. Meetings with the Planning Board and the Conservation Commission are scheduled.

If 609 Central Avenue is added to the site the building will not change but the traffic flow would change and there would be an increase in the number of parking spaces. Mr. Kent reported that the Chairs meeting discussed the acquisition of 609 Central Avenue. The Board of Selectmen indicated that it would be advantageous to the Town and the project to purchase the property. A purchase price is being negotiated and a warrant article will be presented at the May 2016 Annual Town Meeting.

The Committee reviewed an invoice from Dore & Whittier Architects in the amount of \$68,399.38 for services thru February 2016. The invoice was reviewed and approved by Mr. Haff. 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.

Mr. Haff reported that Dore & Whittier have changed the landscape architect and environmental services firms from Copley Wolff to Brown Sardinia and from Comprehensive Environmental to HML Associates. The MSBA has indicated that this is not a problem as long as the Committee approves of this change. Mr. Kent made a motion that the Committee approve the change in team. Mr. Salamone seconded the motion. The motion was then voted upon and approved unanimously.

Handouts: Agenda

I. Adjournment

The meeting was adjourned at 10:45 PM.

The next PPBC meeting will be on Monday, April 11, 2016 at 7:00 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.