

PERMANENT PUBLIC BUILDING COMMITTEE
TOWN OF NEEDHAM
MINUTES OF MEETING

Date: May 10, 2016

Time: 7:30 PM

Location: Library

Attendance

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

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

User Representatives: Dennis Condon Fire Chief, Police/Fire Stations Rep.
John Schlittler Police Chief, Police/Fire Stations Rep.
Heidi Black School Committee, Hillside Rep., H.S. Rep.
Susan Neckes School Committee, Hillside Rep.

Other Attendees: Mike McKeon Kaestle Boos Associates
Don Walter Dore & Whittier Architects
Michele Rogers Dore & Whittier Architects
Mike Richard Weston & Sampson
Jeff Albertini Weston & Sampson
David Steve Weston & Sampson
Joe Fitzpatrick Weston & Sampson
Dan Gutekanst School Superintendent

Minutes prepared by: Kathryn Copley Administrative Specialist

A. Approval of Minutes

The Committee reviewed the minutes from the April 27th PPBC meeting. Mr. Kent made a motion that the Committee approve the minutes. Ms. Espada seconded the motion. The motion was then voted upon and approved unanimously.

B. Police & Fire Stations Feasibility Study

John Schlittler (Police Chief), Dennis Condon (Fire Chief) and Mike McKeon (Kaestle Boos) attended the meeting.

Mr. Retzky report that the Kaestle Boos has met with both of the Chiefs and have had a meeting with Planning.

Mr. McKeon reported that they are well into the first three activities; data gathering, interviews and existing site investigation. Cost estimates will be developed for comparison and for more detail during Schematic Design. The fire station response times will be looked at.

The study schedule was reviewed. There are six phases and a final report. A field trip was taken to the Foxborough Public Safety building. Chief Schlittler and Chief Condon attended.

A Public Information session is tentatively scheduled for the PPBC meeting on September 12 with a PPBC presentation of the final study report on September 26th. Fire Station #2 will be on a fast track for completion or renovation/construction and ensuing schematic design will follow, whereas the Police Department and Fire Station #1 will be completed further in the future.

Handouts: Agenda, Study Schedule

C. DPW Feasibility Study

Mike Richard, Jeff Albertini, David Steve and Joe Fitzpatrick (Weston & Sampson) attended the meeting.

Mr. Albertini reviewed the progress to date. They have assembled a library of documents and have given out staff interview sheets. This information is presented in their Task 1 Status Update Document issued April 12, 2016. They are in the midst of the existing site analysis with site inspections where equipment and activities occur, and have done an independent review of operations.

The next step is to look at the options for consolidating equipment and activities.

It was reported that Parcel 74 was taken off the list of options for at least a period of one year at the recent Annual Town Meeting. It was suggested that the building next to Claxton Field be considered as possible option for staging of equipment. Weston & Sampson will be evaluating traffic conditions at the RTS site to better understand impacts of the use of this site for further development.

Weston & Sampson will develop project phasing plan options, which may include several sites, and will develop project budgets to better understand the impacts of moving forward.

A working group has been assembled, that includes Kate Fitzpatrick, Rick Merson and Bob Lewis. Weston & Sampson meets with the group to review and discuss the study development.

The Committee would like Weston & Sampson to report on trends in siting and consolidating DPW operations in different towns. They are tasked to comment on combining division functions where possible.

Handouts: Schedule Outline, Work Plan

D. Hillside School Feasibility Study

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

Mr. Popper reported that Dore & Whittier, the OPM's and the estimators have been busy working on evaluating and reconciling the estimates. Input was gathered from PM+C as the Architects estimator and Daedalus Projects as the OPM estimator. The construction estimates are now close. There is an \$800,000 (2%) difference in the two out of a \$45 million construction cost. The MSBA generally accepts a five percent difference as reasonable. It was felt that a fair representation of the cost of work was achieved. Mr. Popper indicated he was comfortable with the estimate.

There is a list of six possible add or deduct alternates that need to be decided upon. Preferably those will be limited to one or two. These items are the HVAC –dehumidification at classrooms, under slab insulation to R-30, stone veneer, gymnasium acoustic divider, EPDM in lieu of built-up roofing system and the nature walk & field. The base design and estimate includes air conditioning, a built-up roof and stone veneer.

After much discussion Mr. Kent made a motion that air conditioning in the new school will be included in the base design and not included as an alternate. Ms. Neckes seconded the motion. The motion was then voted upon and approved unanimously.

Ms. Black made a motion that the acoustical wall in the gym be removed from consideration as an alternate and from the base design. Mr. Silverstein seconded the motion. The motion was then voted upon and approved unanimously.

The EPDM roofing and the stone veneer will be left as a deduct alternate. The added insulation will be left as an add alternates. (This was later removed as the payback was considered unreasonable.) The nature walk, trail and field will be left as an add alternate. The field and nature walk are considered necessary components of the school curriculum needs but must be excluded from the Project Budget as they are on land not owned by the Town of Needham.

The budget estimate draft was reviewed. The total construction hard costs are estimated to be in the range of \$45,000,000. A design & estimating contingency of 10% is being carried in that amount. The project is carrying 5% construction contingency plus 5% owner's contingency in addition to other associated soft costs.

The question of whether the project could start in the Fall of 2017 for a finish date of September 2019 was discussed. This would entail shortening the design from 14 months to 10 and construction from 24 to 20 months, and would save approximately \$1.75 million on the project projected escalation costs. This funding, estimated at \$250,000, would be needed to start the design earlier than that anticipated by appropriation at the November Special Town Meeting 2016. Funding would need to be in place before October.

Preliminary discussions with MSBA have indicated that other Districts have elected to start design prior to the signing of a Project Funding Agreement (PFA).

The Committee reviewed an invoice from Dore & Whittier Architects in the amount of \$102,045.75 for services thru April 2016. The invoice was reviewed and approved by Mr. Haff. Mr. Kent made a motion that the Committee approve the invoice for payment. Mr. Chandler seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed an invoice from Dore & Whittier Architects in the amount of \$2,989.50 for geotechnical services at the Central Avenue site thru April 2016. The invoice was reviewed and approved by Mr. Haff. Mr. Kent made a motion that the Committee approve the invoice for payment. Mr. Chandler seconded the motion. The motion was then voted upon and approved unanimously.

A Committee vote on the Schematic Design Report (SDR) to approve design will be presented at the next PPBC meeting on May 24th. The SDR will be delivered to the MSBA on June 2nd for a July MSBA board vote.

A discussion relative to a decision on OPM services ensued. The current approved MSBA structure of using a Town-employee OPM has only been in effect thru Schematic Design. To continue would require MSBA approval along with a plan for augmenting current work staff. A substantial savings on the OPM budget line item could be realized.

Handouts: Budget update, Schematic Design draft budget, Schematic Cost Estimate comparison

E. High School Cafeteria Expansion

Heidi Black (School Committee) attended the meeting.

The Committee reviewed an invoice from Drummey Rosane Anderson Architects in the amount of \$13,684.71 for services thru April 2016. The invoice was reviewed and approved by Mr. Popper. 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.

F. Adjournment

The meeting was adjourned at 10:25 PM.

The next PPBC meeting will be on Tuesday, May 24, 2016 at 7:00 PM, at the Needham Town Hall, Great Plain 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.