

PERMANENT PUBLIC BUILDING COMMITTEE

TOWN OF NEEDHAM

MINUTES OF MEETING

Date: May 1, 2017

Time: 7:00 PM

Location: Town Hall

Attendance

PPBC Members: Present: George Kent, Stuart Chandler, Richard Creem, Irwin Silverstein,
Gene Voloshin
Absent: Natasha Espada, Roy Schifilliti

PFDC Staff: Steve Popper (Director of Design and Construction)
Hank Haff (Project Manager)
Mike Retzky (Project Manager)

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

Other Attendees:

Minutes prepared by: Kathryn Copley Administrative Specialist

A. Police & Fire Stations Feasibility Study

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

The Committee reviewed PSS #3 for Kaestle Boos Associates in the amount of \$223,650 to continue with Schematic Design Services. The Committee is satisfied with the work that Kaestle Boos has done to date. They are meeting the Town's needs, open to comments and suggestions, and have made adjustments to the design as requested.

Mr. Kent made a motion that the Committee approve Kaestle Boos PSS #3 in the amount of \$223,650 contingent upon the acceptance of Article 40 for additional design funds for the project at the Annual Town Meeting. Chief Condon seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed an invoice from Kaestle Boos Associates in the amount of \$3,120.00 for services thru April 2017. The invoice was reviewed and approved by Mr. Gentile. 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: None

B. Hillside Elementary School

Heidi Black (School Committee) attended the meeting.

Mr. Haff reported that the 60% Construction Documents will be ready for approval at the May 9th PPBC meeting. The prequalification committee is being finalized.

The Committee reviewed PSS #18 for Site Permitting in the amount of \$55,000.00. The PSS was reviewed and approved by Mr. Haff. Mr. Kent made a motion that the Committee approve the additional service. Mr. Creem seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed PSS #2 from Daedalus for services in the prequalification process in the amount of \$6,000.00 within the OPM budget. The PSS was reviewed and approved by Mr. Haff. Mr. Kent made a motion that the Committee approve the PSS. Ms. Black seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed an invoice from Warner Larson in the amount of \$6,000.00 for design services on the Outdoor Play Area. The invoice was reviewed and approved by Mr. Haff. Mr. Kent made a motion that the Committee approve the invoice for payment. Ms. Black seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed Change Order #4 from Green Environmental for the added cost for removal of unsuitable soils from the Central Ave. site for the amount of \$31,682.90. The PSS was reviewed and approved by Mr. Haff. Mr. Kent made a motion that the Committee approves the additional service. Mr. Creem seconded the motion. The motion was then voted upon and approved unanimously.

Mr. Retzky reported that Green Environmental removed the added turkey waste. The area has been backfilled and loam was spread. Change Order #5 from Green Environmental for the cost of the turkey waste removal and disposal will be presented at a future PPBC meeting.

Handouts: Agenda, Spreadsheet on D&W encumbrances to date

C Adjournment

The meeting was adjourned at 7:18 PM.

The next PPBC meeting will be on Tuesday, May 9, 2017 at 7:30 PM, at the 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.