

PERMANENT PUBLIC BUILDING COMMITTEE

TOWN OF NEEDHAM

MINUTES OF MEETING

Date: May 9, 2017

Time: 7:30 PM

Location: Town Hall

Attendance

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

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

User Representatives: Patty Carey Park & Recreation Director, Rosemary Rep.
Matt Borelli Selectman, Memorial Park Rep.
Bill Topham Memorial Park Trustee, Memorial Park Rep.
Aaron Sicotte NHS Principal, H.S. Expansion Rep.

Other Attendees: Don Walter Dore & Whittier Architects
Michele Rogers Dore & Whittier Architects

Minutes prepared by: Kathryn Copley Administrative Specialist

A. Approval of Minutes

The Committee reviewed the minutes from the April 25^h and May 1, 2017 PPBC meetings. Mr. Kent made a motion that the Committee approve the minutes. Mr. Chandler seconded the motion. The motion was then voted upon and approved.

B. Rosemary Pool

Patty Carey (Park & Recreation Director) attended the meeting.

Mr. Retzky reported on the progress of the project. The vote for proceeding with the project passed at the Annual Town Meeting. The warrant article had an emergency preamble to become immediately active forgoing the twenty day appeal period. The contract with G&R Construction can be processed and should be signed by all parties by the end of the month.

BH+A will have a PSS for the next meeting for their Construction Administration fee. The Notice of Award has been sent to G&R Construction. A pre-award meeting, which included the pool contractor Weston & Sampson, was held to discuss the project. BH+A is thoroughly reviewing the references for the pool subcontractor and they will provide a letter of recommendation.

South Shore Gunitite has sent a letter indicating that they believe Weston & Sampson do not have the credentials to build the pool. So far there is no indication that they are not qualified. The Committee reviewed an invoice from Bargmann Hendrie & Archetype in the amount of \$46,000.00 for services thru March 2017. The invoice was reviewed and approved by Mr. Retzky. Mr. Kent made a motion that the Committee approve the invoice for payment. Ms. Carey seconded the motion. The motion was then voted upon and approved unanimously.

Handouts: Updated budget, invoice

C. Memorial Park Feasibility Study

Bill Topham (Memorial Park Trustee) and Matt Borelli (Selectman) attended the meeting.

Mr. Retzky reported on the progress of the project. A draft of the feasibility report from Winter Street Architects has been issued. The Memorial Park Trustees were pleased with the executive summary.

There is \$5,000 left in the original appropriation that will be accounted for in the next phase.

Mr. Topham stated strong opposition to the proposed cost of the project. He feels that what is being proposed is outrageously expensive for a “warehouse”. Mr. Topham left the meeting.

The roof deck was discussed among the Trustees. They are divided on whether this is needed. It does allow for a necessary second means of egress from the top floor. Concerns for the security of the building were brought up as it relates to the roof (2nd floor deck).

There are 151 parking spaces at the Memorial Park parking lot. 116 spaces are used during the school year leaving 35 open spaces. However during the school day it appears that more than 116 spaces are taken by students.

The Committee reviewed two invoices from Winter & Street Architects in the amounts of \$8,400 for services thru March 2017 and \$8,546.00 for services thru April 2017. Mr. Creem seconded the motion. The motion was then voted upon and approved unanimously.

Winter Street has provided the Town with a PSS for continuing services on the project, from schematic design thru to bidding services. It is currently anticipated that the project will be slated for the Annual Town Meeting in May 2018 to request construction funds. This is a change from the October 2017 Special Town Meeting. This will change the schedule but the architect’s total fee should not be affected.

The Committee reviewed PSS #1 from Winter Street Architects for services from Schematic Design thru Bidding in the amount of \$328,500.00. The PSS was reviewed and approved by Mr. Retzky. Mr. Kent made a motion that the Committee move forward with Winter Street Architect and approve the PSS, contingent on a positive Town Meeting vote. Mr. Creem seconded the motion. The motion was then voted upon and approved unanimously.

Handouts: Agenda, Updated budget, invoice, PSS #1

D. High School Expansion

Aaron Sicotte (HS Principal), Don Walter and Michele Rogers (D&W) attended the meeting.

Mr. Haff reported that Dore & Whittier delivered a proposal for the Chiller design services. The chiller needs to be replaced. The work will be bid independently from the CMR work. Construction funds are to be requested at the October 2017 Special Town Meeting. The exact configuration and placement of the chillers will be determined in the design phase. Chiller maintenance will be emphasized after the installation of the new chiller.

The Committee reviewed PSS #5 from Dore & Whittier Architects for the Chiller Schematic Design thru Construction Administration services in the amount of \$96,500.00. The PSS was reviewed and approved by Mr. Haff. Mr. Kent made a motion that the Committee approve the PSS. Mr. Sicotte seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed PSS #2 from Dore & Whittier Architects for Schematic Design thru Bidding services for the High School Expansion in the amount of \$659,700.00. Option F will be used as the basis of design. The PSS was reviewed and approved by Mr. Haff. Mr. Kent made a motion that the Committee approve the PSS subject to a positive Town Meeting vote. Mr. Sicotte seconded the motion. The motion was then voted upon and approved unanimously.

It is anticipated that construction funds for the project will be requested at the October 2017 Special Town Meeting.

The "A" Gym was not renovated in the 2004 – 2008 renovation. The floor is 60 years old, the ceiling tiles are damaged and the lighting needs improvement. The floor needs to be replaced before the bleachers can be replaced. Dore & Whittier conducted a separate feasibility study for Public Facilities Operations. The conclusion was that work to the ceiling, lighting, air-handler replacement, floor replacement, restriping the floor and readjusting the basketball hoops needed to be done. It was determined that it would be appropriate to take the design forward at the same time as the classroom expansion work. This construction work would also be done under the CMR scope.

The Committee reviewed PSS #3 from Dore & Whittier Architects for the Gym Renovations Design services in the amount of \$59,397.00 for schematic design thru bidding. The PSS was reviewed and approved by Mr. Haff. Mr. Kent made a motion that the Committee approve the PSS subject to a positive Town Meeting vote. Mr. Silverstein seconded the motion. The motion was then voted upon and approved unanimously.

It has been determined that natural gas pressure to the boiler is insufficient. Eversource replaced the regulator, filter, meter and eight feet of the gas connector in April in order to supply the appropriate gas pressure to the boilers. Increased air flow to the boiler room is needed. This can be achieved by a fan or enlargement of the fresh air intake. It is proposed that this portion of the work be folded in with the Expansion project being performed under the CMR. Over this coming summer the Public Facilities Operations will be performing maintenance on the boilers, adding instrumentation, cleaning the water, refreshing the glycol in the system, adding filters and unclogging rust buildup in the pumps.

The Committee reviewed PSS #4 from Dore & Whittier Architects for supporting boiler service work and any Boiler Room Renovation Schematic Design thru Construction Administration in the amount of \$27,200.00. The PSS was reviewed and approved by Mr. Haff. Mr. Kent made a motion that the Committee approve the PSS subject to a positive Town Meeting vote. Ms. Espada seconded the motion. The motion was then voted upon and approved unanimously.

Four companies submitted qualifications for Construction Manager at Risk on May 4th. The companies were Boston Building & Bridge Corp., Colantonio, Inc., Commodore Builders, and Consigli Construction Co., Inc. The sub-committee evaluated the submission and all four companies scored above the minimum points. Several firms have completed projects in Needham. Colantonio, Inc. constructed the Center at the Heights and Consigli Construction Co., Inc. was CMR for the Newman Repair Project. All four are invited for interviews.

All four companies will be interviewed. The sub-committee will conduct the interviews on May 31st. The sub-committee includes Mr. Popper, Mr. Kent, Don Walter and Dan Gutekanst. The sub-committee will report back and make a recommendation to the Committee at the June 6th meeting.

The Committee reviewed an invoice from Dore & Wittier Architect in the amount of \$14,800.00 for services thru April 2017. 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.

Handouts: Project Schedule, CMR evaluation, PSS's

E. Hillside Elementary School

Mr. Haff indicated that the 60% Construction Documents are ready for approval to be sent to the MSBA on May 12, 2017. Dore & Whittier reviewed the project exterior. The Schematic Design estimate for construction that the MSBA budget is based on is \$45,465,414. The current design and budget is in line with this estimate. This baseline budget will not be changed until an actual construction bid has been received. The two cost estimates are within 3.7% of each other.

Mr. Kent made a motion to approve the 60% Construction Documents. Mr. Creem seconded the motion. The motion was then voted upon and approved unanimously six to zero (6-0).

Permitting is being initiated with the Planning Board and the Conservation Commission.

The project schedule was reviewed. It is expected that 90% Construction Documents will be complete and sent to the MSBA on July 5th. The project will go out to bid on August 2, 2017. Sub-Bids will be due late August and GC bid will be due by mid-September. The contract is anticipated to be awarded by mid-October.

The Committee reviewed an invoice from Dore & Whittier in the amount of \$240,161.63 for design services thru April 2017. The invoice was reviewed and approved by Mr. Haff. Mr.

Kent made a motion that the Committee approve the invoice for payment. Mr. Voloshin seconded the motion. The motion was then voted upon and approved unanimously.

Dore & Whittier reviewed the exterior views of the building. There are no significant changes to the interior or exterior of the building. The interior color scheme is natural earth tones. There will be way finding paths in the flooring.

The Committee reviewed PSS #19 from Dore & Whittier Architects in the amount not to exceed \$30,000.00 for printing costs. The PSS was reviewed and approved by Mr. Haff. Mr. Kent made a motion that the Committee approve the PSS. Mr. Silverstein seconded the motion. The motion was then voted upon and approved unanimously.

Handouts: Agenda, updated schedule, cost estimate comparison, LEED score sheet, 60% Construction document OPM report

F. Fuel Island Relocation

The Committee reviewed an invoice from Weston & Sampson Engineers in the amount of \$5,000 for services thru April 2017. Ms. Espada seconded the motion. The motion was then voted upon and approved unanimously.

G. Adjournment

The meeting was adjourned at 9:25 PM.

The next PPBC meeting will be on Monday, May 22, 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.