PERMANENT PUBLIC BUILDING COMMITTEE

TOWN OF NEEDHAM

MINUTES OF MEETING

Date: May 22, 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 Totten	Park & Rec Commissioner, Rosemary Rep.
	Susan Neckes	School Committee, Hillside Rep.
Other Attendees:	Tom Scarlata	Bargmann Hendrie & Archetype
Minutes prepared by:	Kathryn Copley	Administrative Specialist

A. Rosemary Pool

Patty Carey (Park & Recreation Director), Matt Totten (Park & Rec Commissioner) and Tom Scarlata (BH+A) attended the meeting.

Mr. Popper reported that a kickoff meeting with G&R Construction was held last Wednesday, May 17th. The meeting went smoothly. An onsite visit followed the meeting on Friday, May 19th, where placement of the construction security fencing and trailers was discussed.

There has been feedback from the Contractor (verified by Portadam, Inc.) regarding the temporary cofferdam that the Portadam product cannot be used based on the existing conditions of the lake bed. Certain areas of the lake will not support the Portadam structure due to unstable soils. Portadam was used as the basis for the design and the contractors relied on that design for the amount carried in their bids. Portadam, Inc. realized that the lake bottom was unsuitable by field measurements taken five days before the bids were due and that information was shared only after the bids were submitted. It is not understood why Portadam had not investigated the lake bottom earlier in the process. This would have been an issue for all of the contractors bidding the project.

An alternative water filled bladder dam is being proposed and is anticipated to be used. This is a more expensive dam and G&R Construction has submitted a change order in the amount of $65,974.32 for the difference of the amount carried in the bid documents.

The Committee reviewed CO #1 from G&R Construction in the amount of $65,974.32 for the incremental cost of using a bladder dam. Mr. Kent made a motion that the Committee approve the change order. Ms. Carey seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed PSS #8 from BH+A in the amount of $280,745 for Construction Administration Services. The PSS was reviewed by Mr. Popper and Mr. Retzky. Mr. Kent made a motion that the Committee approve the PSS. Mr. Creem seconded the motion. The motion was then voted upon and approved unanimously.

The job meetings are scheduled for Thursdays at 10 AM. The bladder dam will be installed first. A submittal from the fabricator, DAM-IT-DAMS, is expected soon. G&R Construction expects to mobilize on site by June 1st. The construction trailers may be located on the upper parking area on Rosemary Street. A schedule is being developed.

Handouts: Agenda, budget update, PSS#8, CO #1, Temp Water barrier comparison

B. <u>Hillside Elementary School</u>

Susan Neckes (School Committee) attended the meeting.

Mr. Haff indicated that the 60% Construction Documents were sent to the MSBA on May 12, 2017 and is currently under review.

The 90% Construction Documents should be done and ready for approval at the June 26th PPBC meeting. These documents will be sent to the MSBA on July 5th. The review for this stage of design will be complete by August 5th.

The project is scheduled to go out to bid on August 9, 2017 before the MSBA review period is complete. 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 RFQ for Pre-Qualifying the General Contractors (GC) and Filed Sub-Bidders (FSB) was available on May 17th. The briefing is scheduled for May 24th. The responses are due on June 14th and the pre-qualification process should be complete by June 30th. GC's and FSB's will be notified by July 14th with the bid documents available on August 9th.

The pre-qualification committee includes Stuart Chandler, Michele Rogers, Hank Haff and the Daedalus site representative consultant. Daedalus will be working on organizing the documents and providing necessary reference checks. Mr. Kent will serve on the pre-qualification committee if a second member from the PPBC is required.

Green Environmental did not have the backup paperwork ready to present for their last Change Order #5.The amount is not expected to exceed $16,626.82. Mr. Retzky is expecting to present the complete change order at the next meeting and will contact Green Environmental to stress the need to submit this change order and their pay application.

Handouts: Agenda, CO #1

C. Fuel Island Relocation

The Committee reviewed an invoice from Weston & Sampson in the amount of $5,000.00 for design 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. Ms. Espada seconded the motion. The motion was then voted upon and approved unanimously.

The Fuel Island Relocation project will need to be rebid. There is a new requirement that all construction projects also be advertised on the States COMMBUYS website. This was not done. The project was bid and a contractor was awarded the contract but because of the new requirement not being fulfilled the Town cannot go forward with the contract. The project will be rebid on May 24th and bids will on June 8th.

D. Project Recap

Mr. Popper reviewed the upcoming projects for the Committee. The projects are the Central Avenue Elementary School, the walking trails and the playing field at the Central Avenue Elementary School, the Rosemary Recreation Complex, the High School Expansion, the H.S. Chiller replacement, the Fuel Island Relocation, the DPW Storage Facility, Replacement of the Police and Fire Stations, the Memorial Park Building, Full Day Kindergarten Study, and the Town Hall Stairs. All of these projects except the Central Avenue (Hillside) Elementary School had warrants at the May 2017 Annual Town Meeting requesting funds for design or construction.

Four of the projects the High School Expansion, the H.S. Chiller replacement, the DPW Storage Facility and the Police and Fire Stations will be requesting funds for either design or construction at the October 2017 Special Town Meeting and will require PPBC approval. Given the many projects being dealt with and overlap of projects at the High School Mr. Popper will be sending a memo suggesting the Memorial Park Building project construction be held off until 2019.

The stairs in the new addition at the Town Hall do not meet code. This was discovered recently. This issue will be discussed with the architect and the contractor.

E Adjournment

The meeting was adjourned at 9:45 PM.
The next PPBC meeting will be on Tuesday, June 6, 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.