

PERMANENT PUBLIC BUILDING COMMITTEE

TOWN OF NEEDHAM

MINUTES OF MEETING

Date: October 16, 2017

Time: 7:30 PM

Location: Library

Attendance

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

PFDC Staff: Steve Popper (Director of Design and Construction)
Hank Haff (Sr. Project Manager)
Mike Retzky (Project Manager)
Steve Gentile (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/Williams Rep.
Matt Toolan Park & Rec. Commissioner, Rosemary Rep.
Patty Carey Park & Recreation Director, Rosemary Rep.

Other Attendees: Mike McKeon Kaestle Boos Associates
Keith Mercy Kaestle Boos Associates
Don Walter Dore & Whittier Architects
Michele Rogers Dore & Whittier Architects
Bill Roche Daedalus Projects, Inc.
Tom Scarlata Bargmann Hendrie & Archetype

Minutes prepared by: Kathryn Copley Administrative Specialist

A. Approval of Minutes

The Committee reviewed the minutes from the September 25, 2017 PPBC meeting. Mr. Chandler made a motion that the Committee approve the minutes. Mr. Schifilliti seconded the motion. The motion was then voted upon and approved.

B. Public Safety Complex & Fire Station #2

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

Mr. McKeon reviewed the updated project schedule. The schedule indicates that the project will go out to bid in the fall of 2018. The start of construction is anticipated to begin in February 2019 with the new fire station on Chestnut Street. Adjustments to the schedule are anticipated. A suggestion was made to include neighborhood meetings in the process.

A sound construction cost estimate will be critical. This will be the number that will be asked for in the October 2018 STM warrant and should be available shortly after Labor Day. Language on the override vote will be submitted to the State in advance of the November 2018 election. The language cannot be changed after it is submitted to the State.

Mr. Popper reviewed PSS #4 from Kaestle Boos Associates for the Committee. This includes services from Design Development thru Bidding in the amount of \$2,870,000. The fee is appropriate for the level of effort that will be needed for the two building sites and temporary facilities that will be required. Additional tasks such as surveys and traffic studies will be added to this base amount as necessary. The PSS was reviewed and approved by Mr. Kent, Popper and Gentile. Mr. Kent made a motion that the Committee approve the PSS. Mr. Schifilliti seconded the motion. The motion was then voted upon and approved unanimously.

KBA has been working with a communications consultant vital to understanding and analyzing a proper communication system for the Departments. The Committee reviewed PSS #5 from Kaestle Boos Associates in the amount of \$35,000.00 for continued Communication Consultant Services. The PSS was reviewed and approved by Mr. Popper and Mr. Gentile. 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.

Several issues are being discussed to ensure the reliability of emergency communications. Direct site microwave connectivity is the preferred means but may be problematic. Internet service use as a backup is a possibility. This would require fiber optics infrastructure for redundancy and backup options.

The Committee reviewed an invoice from Kaestle Boos Associates in the amount of \$50,750.00 for services thru September 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.

Discussion on the use of Construction Management at Risk as a construction delivery method occurred. The CMR method would be beneficial because of the complexity of phasing, scheduling and sequence of construction. The CMR would proceed with pre-construction services shortly after the start of design development. The project delivery method does add a premium cost to the project but also is expected to save money in reduced change orders during the course of the project. KBA has worked with CMR firms on past projects.

An application to use the CMR construction delivery method would need to be made to the Inspector General's Office and approval received in order to go forward with hiring a Construction Management at Risk firm.

Mr. Kent recommended that the Town submit an application for Construction Management at Risk for this project. Mr. Creem seconded the motion. The motion was then voted upon and approved unanimously.

Handouts: Agenda, updated schedule, PSS 4 & 5, invoices, CMR information

C. Building Commissioning RFQ

Mr. Gentile reported on the progress of the project. The responses to the Building Commissioning Consultant RFQ are due on Thursday, October 19th. An information session was held on October 12th. The Committee can interview the shortlisted candidates or chose to form a sub-committee to interview and make a recommendation. The sub-committee would be made up of Mr. Kent, Mr. Popper and Mr. Gentile. The Committee agreed to use a sub-committee for the selection process.

Handouts: RFQ, Briefing Session handout, list of firms in receipt of the RFQ

D. Hillside (Sunita L. Williams) Elementary School

Heidi Black (School Committee), Bill Roche (Daedalus), Don Walter and Michele Rogers (Dore & Whittier) attended the meeting.

Mr. Haff introduced Bill Roche of Daedalus Projects, Inc. He will serve as the on-site representative for the construction of the school. Mr. Roche has a degree in Civil Engineering and has been working with Daedalus for seventeen years on both public and private projects. He has worked with D&W on other projects.

General Contractor bids were received on September 27th. The low bid was reviewed for any irregularities, with none found. Mr. Haff is recommending that the Committee formally accept the bid from Bacon Construction Co., Inc. for \$37,323,700 (which was substantially below the construction cost estimate) without any of the deduct alternates. The bid will be adjusted after the results of the Glass & Glazing rebid due on October 19th. All of the prequalified General Contractors were required to carry \$202,000 for Glass & Glazing in their bids.

Mr. Kent recommended that the Committee accept the lowest qualified bid from Bacon Construction Inc. without any of the deduct alternates in the amount of \$37,323,700. Mr. Schifilliti seconded the motion. The motion was then voted upon and approved unanimously.

Work will proceed on finalizing the contract with Bacon Construction. Bacon Construction is working on the construction schedule, schedule of values and anticipated cash flow. A ground breaking ceremony is scheduled for November 17, 2017 at 10 AM at the site on Central Avenue.

Budget Revision Request #1 has been prepared for submittal to the MSBA. The purpose of the BRR is to reallocate budget amounts from line items that are complete but have a budget remaining in them. The BRR will request that these remaining amounts be reallocated into line items for future work.

The Committee reviewed an invoice from Dore & Whittier Architects in the amount of \$76,883.06 for services thru September 2017. The invoice was reviewed and approved by

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

The Committee reviewed PSS #3 from Daedalus Projects, Inc. for Project Management Services thru closeout in the amount of \$525,000.00. 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, GC bid tabulation, BRR #1, Daedalus PSS #3

E. Rosemary Pool

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

Mr. Retzky reported on the progress of the project. A reply was received on September 25, 2017 regarding the Land & Water Conservation Fund (LWCF) position regarding the project. The National Park Service indicated that having the Health Department Offices at the Rosemary Pool Complex was not compliant with LWCF restrictions on the property. The Health Departments primary service is not recreation related.

Three options are open to the Town. Option 1 is do nothing and proceed with the project. Option 2 is to go back and present additional information and arguments. Option 3 is to go thru a conversion process. The options are being reviewed and a course of action will be determined.

Excavation and earth movement is ongoing. The Redi-Rock installation for the retaining walls required by the access road is ongoing. Excavation and concrete placement for the new building footing and foundation is ongoing as is the installation of the ballast slab work in both pools. The ballast slab should be done by the end of this week. The sheeting and dewatering system will be removed afterwards. Construction of footings, foundation walls, damp proofing, masonry, backfilling and rough site grading is ongoing.

Work on the pool shells is anticipated to start on or about November 1st.

The Committee reviewed CO #5 from G&R Construction in the amount of \$11,568.64 for four adds and four credits. Mr. Kent made a motion that the Committee approve the change order. Mr. Toolan seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed Requisition #4 from G & R Construction in the amount of \$1,158,393.63 for work thru September 2017. This represents approximately 20% completion of the work. The requisition was reviewed and approved by Mr. Retzky and BH&A. Mr. Kent made a motion that the Committee approve the requisition for payment. Mr. Creem 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 \$62,985.20 for services thru August 2017. 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 UTS of Massachusetts in the amount of \$3,335.00 for testing services. The invoice was reviewed and approved by Mr. Retzky. 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, photos, budget update, CO#5, Pay App #4 cover page, invoices

F. Memorial Park Building

The Committee reviewed an invoice from Winter Street Architects in the amount of \$30,450.00 for services during August 2017. The invoice was reviewed and approved by Mr. Retzky. Mr. Kent made a motion that the Committee approve the invoice for payment. Mr. Schifilliti seconded the motion. The motion was then voted upon and approved unanimously.

G. Fuel Island Relocation

The Committee reviewed an invoice from Weston & Sampson in the amount of \$9,400.00 for services during August 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.

H. Adjournment

The meeting was adjourned at 9:35 PM.

The next PPBC meeting will be on Monday, October 30, 2017 at 7:30 PM, at the Needham Public 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.