

PERMANENT PUBLIC BUILDING COMMITTEE
TOWN OF NEEDHAM
MINUTES OF MEETING

Date: December 18, 2017

Time: 7:30 PM

Location: Library

Attendance

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

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

User Representatives: Dennis Condon Fire Chief, Police/Fire Stations Rep.
Bob Lewis DPW Assistant Director, Fuel Island Rep.
Susan Neckes School Committee, Hillside/Williams Rep.
Heidi Black School Committee, HS, Hillside/Williams Rep.
Aaron Sicotte NHS Principal, H.S. Expansion Rep.
Matt Toolan Park & Rec. Commissioner, Rosemary Rep.
Patty Carey Park & Recreation Director, Rosemary Rep.

Other Attendees: Tyler Cofelice Weston & Sampson
Don Walter Dore & Whittier Architects
Glen Gollrad Dore & Whittier Architects
Bill Roche Daedalus Projects
Christian Riordan Consigli Construction
Greg McGuirl Consigli Construction
Tom Scarlata Bargmann Hendrie & Archetype

Minutes prepared by: Kathryn Copley Administrative Specialist

A. Approval of Minutes

The Committee reviewed the minutes from the November 26, 2017 PPBC meeting. Mr. Creem made a motion that the Committee approve the minutes. Mr. Silverstein seconded the motion. The motion was then voted upon and approved.

B. Town Hall Stairs

Mr. Gentile reported on the progress of the project. Two bids were received on December 5th, one from G & R Construction in the amount of \$119,900 and one from Village Forge Inc. in the amount of \$99,100. The appropriation was \$200,000.

In a meeting with Village Forge Inc. it was established that they understood the scope of work. Their references were checked and they have good DCAM ratings. The work will be

done after 4 pm during off hours and they will coordinate the schedule with the Town Hall liaison. The work will be done during January and February 2018.

Mr. Schifilliti made a motion that the Committee go forward with Village Forge, Inc. for the contract amount of \$99,100. Mr. Silverstein seconded the motion. The motion was then voted upon and approved unanimously.

Handouts: Bid tabulation, W&S memo, Updated budget

C. Public Safety Complex & Fire Station #2

Dennis Condon (Fire Chief) attended the meeting.

Regarding the use of a Construction Manager at Risk (CMR), the Office of the Inspector General felt they could not approve one CMR for the project under a single project because there are two project sites. The Inspector General's Office verbally indicated that there are two sites and thus there are two projects.

On December 12th Mr. Kent, Mr. Tobin, Mr. Popper and Mr. Gentile met and discussed the project at the Office of the Inspector General. It was explained that among other reasons it would be beneficial to the Town to have the project under the same contractor so that the two Fire Stations would have the same equipment; the phasing needs of the project as well as relocating staff from the different sites to a common third site would be integrated by a single contractor.

Furthermore the Selection Committee has become aware that Agostini Construction has done a project on two sites under 149A.

The OIG indicated that they would have no difficulty in allowing the two projects to be done under Chapter 149A, a seemingly wasteful step as the Town would likely assign the two projects to the same General Contractor. They were asked to review the project again and they agreed to do so. As of tonight's meeting there has been no formal determination

Seven firms (Agostini Construction Co., Inc., Barr & Barr, Inc., Colantonio Inc., Consigli Construction Co., Daniel O'Connell's Sons, Gilbane Building Co, and W. T. Rich Company, Inc.) submitted their qualifications on December 6th for Construction Manager at Risk Prequalification. The prequalification committee met on December 13th to discuss the qualifications of the seven firms.

If the OIG declines to allow the project to go forward as one project under 149A then the project will have to be done as two projects under 149A. RFQ's for the two projects would have to be advertised.

Handouts: None

D. On Call Project Management RFQ

Mr. Gentile handed out a copy of the RFQ for On Call Project Management Services. He reported that the RFQ will be available on December 20, 2017. The qualifications will be due on January 19, 2018. The services requested include project management, cost estimating, constructability review and scheduling.

Mr. Popper indicated that the consultant will be assigned to multiple projects and multiple tasks. It is expected that there will be quite a bit of interest in the RFQ. A subcommittee will review the submissions and develop a short list for interviews.

Projects on the horizon that would need the services are the Public Safety Complex and Memorial Park Building.

Handouts: None

E. Fuel Island Relocation

Bob Lewis (DPW Assistant Director) and Tyler Cofelice (Weston & Sampson) attended the meeting.

Mr. Gentile reported on the progress of the project. The removal the existing old fuel tanks will be done in the spring. A punch list has been developed and the Contractor is working on finishing the items.

The fire alarm panel is connected. A change out of the equipment to have direct connection to the fire station is being reviewed. This would defer a \$30 a month subscription service. It would be a permanent fix to avoid monthly charges.

The use of a passive solar system with a solar array battery bank was reviewed by Weston & Sampson. The system would need to be 40 feet by 90 feet to service the station at a cost estimated at several hundred of thousand dollars. It would also need to be fully charged and fully drained weekly. This system was determined not to be feasible for the fuel station.

Mr. Lewis indicated that currently the DPW has two portable generators that are moved from site to site when needed. It would be a convenience to have a standalone generator installed for the Fuel Tanks. The operation of fuel dispensing is a vital system for the Town especially in emergency situations. A manual transfer switch is currently installed but would be changed over to an automatic emergency power transfer switch if a permanent generator is inserted. The Town currently utilizes temporary connection at its pump stations so the manual operation is commonly understood by Town staff.

It was suggested that perhaps the purchase of a third portable generator would be more cost effective and useful in an emergency event. Weston & Sampson have submitted a proposal for design and cost estimating services for a permanent generator. A decision will be made after the design has been finished.

The Committee reviewed PSS #2 from Weston & Sampson in the amount of \$3,416.00 for design services for a permanent generator. The PSS was reviewed and approved by 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.

The Committee reviewed Change Order #3 from MECO Environmental Services in the amount of \$20,276.21 for three adds that included an emergency generator plug, additional gravel and bollard covers. The change order was reviewed and approved by Weston & Sampson and Mr. Gentile. Mr. Kent made a motion that the Committee approve the change order. Ms. Espada seconded the motion. The motion was then voted upon and approved unanimously.

Handouts: PSS #2, CO #3, budget update

F. Sunita L. Williams (Hillside) Elementary School

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

Mr. Roche reported on the progress of the project. The Conservation department inspected the erosion control and had no issues. The building permit has been issued. The site contractor has stripped the loam and subsoil on site. Structural fill importing and placement is ongoing. Drainage material deliveries are ongoing.

The foundation work is starting this week weather permitting, earlier than the anticipated start in February. The demolition of 45 Sunset Road is scheduled for the last week in December. The working relations with the Contractor are good.

A potential redesign of the sewer line is in progress. Unsuitable material was found near the wetlands. About 500 cubic yards of soil has been removed and replaced.

The Committee reviewed Requisition #2 from Bacon Construction in the amount of \$136,333.69 for construction services thru November 2017. The invoice was reviewed and approved by Mr. Haff. Mr. Kent made a motion that the Committee approve the invoice for payment. Mr. Creem seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed an invoice from Daedalus in the amount of \$18,816.00 for services thru November 2017. The invoice was reviewed and approved by Mr. Haff. 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.

The Committee reviewed change Order #1 from Greeno Tree Spade Services in the amount of \$391.00. They ran into unanticipated utilities. Mr. Kent made a motion that the Committee approve the change order. Mr. Creem seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed an invoice from Greeno Tree Spade Services in the amount of \$3,173.00 for tree removal and transplanting services. 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.

Dore & Whittier submitted a proposal for detailed design and cost estimating services for photo voltaic solar panels in the amount of \$48,000. It has been determined that it is a good opportunity to move forward on solar power for the school. The work can be funded thru the current appropriation. The School Committee would like to see an estimate for the work. In principal they are in favor of the solar panels.

The Committee reviewed PSS #22 from Dore & Whittier Architects in the amount of \$48,000.00 for Photo Voltaic design services. The PSS was reviewed and approved by Mr. Haff. 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.

Handouts: Agenda, photos, Req #2, PV Schedule, Anticipated cost log

G. High School Expansion

Heidi Black (School Committee), Aaron Sicotte (HS Principal), Don Walter, Glen Gollrad (Dore & Whittier), Christian Riordan and Greg McGuirl (Consigli Construction) attended the meeting.

The cost estimates came in higher than anticipated. A cost estimate reconciliation session was held today with adjustments to get the estimate back within the targeted amount. The goal was to bring the cost down without changing the scope of work. The estimate had gone up by roughly \$1M from the schematic design estimate. Savings were realized in the Electrical area. The Owners Contingency was reduced as well as a reduction in the Design Contingency. Deduct alternates may be used.

Mr. Kent made a motion that the Committee approve reduction of the Owners Contingency by \$400,000.00. Mr. Schifilliti seconded the motion. The motion was then voted upon and approved unanimously.

Consigli Construction has submitted Amendment #1 in the amount of \$3,462,853.00 for the Early Release buy out packages. This includes structural work, concrete work, site work and chiller work. This amount will become part of the GMP.

Mr. Kent made a motion that the Committee approve Amendment #1 from Consigli Construction in the amount not to exceed \$3,462,853.00 for the Early Release buy out packages. Mr. Silverstein seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed an invoice from Greeno Tree Spade Services in the amount of \$6,826.00 for tree removal and transplanting services. The change order was reviewed and approved by Mr. Haff. Mr. Kent made a motion that the Committee approve the invoice for payment. Mr. Sicotte 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 \$50,543.30 for services thru November 2017. The invoice was reviewed and approved by Mr. Haff. Mr. Kent made a motion that the Committee approve the invoice for payment. Mr. Creem seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed a proposal from D.M. Berg Consultants Inc. in an amount not to exceed \$5,000.00 for Structural Peer Review services. The proposal was reviewed and approved by Mr. Haff. Mr. Kent made a motion that the Committee approve the proposal. Mr. Silverstein seconded the motion. The motion was then voted upon and approved unanimously.

The prequalification of the Trade Contractors will be done by a sub committee consisting of a member from Consigli Construction, Dore & Whittier, Public Facilities Construction and the PPBC. The meeting will be scheduled in January and take about three hours.

Mr. Kent made a motion to have Mr. Popper be the alternate member representing the PPBC for the Prequalification of the Trade Contractors. Ms. Espada seconded the motion. The motion was then voted upon and approved unanimously.

Handouts: Agenda, Updated Project Schedule, Amendment #1, Trade Prequal submission list, DD Cost Est. reconciliation, Site logistics plan, Updated budget

H. 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. There was a Chairs meeting held on November 22nd with the Town Manager, Town Counsel and outside counsel to discuss the reply from the Land & Water Conservation Fund (LWCF). It was agreed that the Town will move forward with the outside counsel investigating the options for sharing the building space with the Health Department. Three alternatives have been identified at this time: Do nothing, Request help of Politician's to help change the decision, or Find an equivalent piece of land and convert it to open space. The Town may have already met any obligation they had to the LWCF.

The retaining wall is almost up to street level. Work on the upper parking lot is ongoing. Masonry work is ongoing. The electrical under-slab work is ongoing. Steel beams and wood framing are being installed at the main building. The plumber is onsite installing rough plumbing in the bathhouse.

The family pool shell rebar and form work has been placed. The Guniting work is completed on the family pool. The lap pool rebar is in place and form work has begun. A temporary roof has been put over the pool area. It is anticipated that the Guniting shotcrete work will be done by December 22nd and that the area can be backfilled. After the pool has been backfilled the dewatering and silt fencing can be removed.

The construction schedule update should be ready by the next PPBC meeting. Good progress is being made on the building however getting the building weather tight is a concern. An

acceleration incentive to make the building tight was discussed. A bonus of \$25,000 plus markup will be offered if the building is closed up by January 15th. This incentive is included in Change Order #7.

The Committee reviewed CO #7 from G&R Construction in the amount of \$102,664.77 for seven adds and one no cost item. The change order includes winter conditions allowance and the framing acceleration incentive. 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 #6 from G & R Construction in the amount of \$811,673.76 for work thru November 2017. This represents approximately 36% 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 \$40,085.77 for services thru October 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.

Handouts: Agenda, photos, budget update, CO#7, Pay App #6 cover page, invoices

I. Adjournment

The meeting was adjourned at 10:15 PM.

The next PPBC meeting will be on Monday, January 8, 2018 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.