

PERMANENT PUBLIC BUILDING COMMITTEE
TOWN OF NEEDHAM
MINUTES OF MEETING

Date: March 26, 2018

Time: 7:30 PM

Location: Library

Attendance

PPBC Members: Present: George Kent, Stuart Chandler, Richard Creem, Irwin Silverstein,
Roy Schifilliti, 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: Matt Borelli Selectman, Memorial Park Rep.
Aaron Sicotte NHS Principal, H.S. Expansion Rep.
Heidi Black School Committee, HS, Hillside/Williams Rep.

Other Attendees: Kate Fitzpatrick Town Manager
Mark Meche Winter Street Architects
Dana Weeder Winter Street Architects
Mike McKeon Kaestle Boos Associates
Keith Mercy Kaestle Boos Associates
Don Walter Dore & Whittier Architects
Glen Gollrad Dore & Whittier Architects
Christian Riordan Consigli Construction
Dave Curry Consigli Construction

Minutes prepared by: Kathryn Copley Administrative Specialist

A. Approval of Minutes

The Committee reviewed the minutes from the March 12, 2018 PPBC meeting. Mr. Silverstein made a motion that the Committee approve the minutes as presented. Mr. Chandler seconded the motion. The motion was then voted upon and approved.

B. Memorial Park Building

Matt Borelli (Selectman), Mark Meche and Dana Weeder (Winter Street Architects) attended the meeting.

Mr. Retzky updated the Committee on the progress on the project. The bid documents will be available on March 28, 2018. Filed Sub Bids are due on April 18, 2018 and General Contractor bids are due May 2, 2018. It is expected bids will be in hand for the May 2018 Annual Town Meeting. Winter Street Architects reviewed the building design.

Comments received from the Committee's discussion on the design were as follows: Confirm flooring finish in the lobby vestibule and elevator area. Finished concrete was proposed consider resilient flooring. Consider tile flooring for the two public restrooms, glass wall at MPT board should be modified to incorporate less glass in the wall areas, confirm door between MPT board room and assembly room was a design programming request and it is needed & confirm the 2nd floor kitchenette has space for adequate food serving lay-out. Any changes to the design at this point will be addressed thru Addendum or Change Order.

The Design Development phase estimate will be identified in the ATM Warrant article seeking construction funds for the project, the estimate was \$5,840,704; however the current estimate is higher at \$6,242,137, an increase of \$401,433. The funding request appropriation was initially requested at \$5.9 mil. The revised appropriation request will be for \$6.25 mil. a \$350,000 increase. This cost increase was presented to the Finance Committee and received their support at their March 21st meeting. While the design of the building did not change permitting and technology scope/design was modified to include additional items. These items were noted as follows: technology and security with CCTV cameras, key fob access system, alarms, AV technology, WI-FI and added BMS technology. The original technology scope was much more modest.

There have also been requests for additional scope from other Town departments, among them floor drains in the restrooms, new wood fencing at abutter's property line, storm-water system improvements, an additional fire protection service line and parking lot site lighting improvements.

The Committee reviewed PSS #3 from Winter Street Architects for technology consultant in the amount of \$12,350.00 for additional technology design, HVAC – supplemental cooling design & architectural planning/coordination. The PSS was reviewed and approved by Mr. Retzky. Mr. Kent made a motion that the Committee approve the PSS. Mr. Borelli seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed an invoice from Winter Street Architects in the amount of \$80,053.00 for services thru February 2018. The invoice was reviewed and approved by Mr. Retzky. 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.

Handouts: Agenda, Invoice, Updated budget

C. Public Safety Complex & Fire Station #2

Dennis Condon (Fire Chief), Mike McKeon, Keith Mercy (Kaestle Boos Associates) and Christian Riordan (Consigli) attended the meeting.

The Design Development cost estimate reconciliation took place on March 20th between KBA's cost estimator and Consigli's cost estimator. The two estimates were within 1% of each other. The total project cost estimate being carried is \$68,858,000 which includes the Public Safety Complex, Fire Station #2, temporary build out at Hillside for swing space and upgrading of the Communication System. This is higher than the Schematic Design estimate of \$65,700,000 completed in August 2017. Site costs have increased, allowances for construction costs such as support of excavation because of proximity issues have been added,

additional communications towers are needed, and there are cost escalations. An 8% contingency is being carried at this time. The final estimate is anticipated at the end of August 2018 and will be used as the appropriation basis for the October 2018 Special Town Meeting and for the override in November 2018.

The Fire and Police Chiefs have been involved in the design process and have invested many hours in the process. Mr. Kent thanked them for their efforts.

The Committee reviewed PSS #7 from Kaestle Boos Associates in the amount of \$18,260.00 for a traffic survey. The PSS was reviewed and approved by Mr. Gentile. Mr. Kent made a motion that the Committee approve the PSS. Mr. Chandler seconded the motion. The motion was then voted upon and approved unanimously.

Handouts: Agenda, Invoice, Updated budget

D. High School Expansion

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

Mr. Haff reported on the progress of the project. Photos of the project were reviewed. Room 602 is fully demolished. The electrical conduit, drains and sewer lines are not where they were anticipated as per the as-built drawings. The options are being evaluated. Relocation of the utilities, in particular the electrical duct bank in the area of proposed foundations, will be necessary.

Mr. Curry reviewed the current state of the Guaranteed Maximum Price (GMP). The final GMP is anticipated by March 31st. The Masonry and Water/Dampproofing rebid results have been received. The Miscellaneous Metals rebid was received and the Resilient Floors rebid is due on March 30th.

Consigli brought in the HVAC low bidder, Veterans Development Corp. and ENE to go thru the specifications to clarify what was required. ENE was able to adjust their pricing providing a net reduction of \$72,000.

Currently the GMP is \$12,169,700, over budget by \$276,800. Mr. Kent indicated that there have been meetings with the Board of Selectmen and the Finance Committee to discuss the project. They were informed that the project had a tight budget to begin with and the bids came in higher than anticipated due to busy subcontractors and the accelerated schedule. Additional funds were requested. Both the Board of Selectmen and the Finance Committee essentially agreed to support the request for additional funding. They are preparing a Special Town Meeting warrant to add \$431,000 to the High School Expansion budget. The warrant will be presented at the May 2018 Annual Town Meeting.

Ms. Black indicated that the School Committee is fully behind the request for the additional \$431,000.

Ms. Black recommended that the Committee move forward with the full scope of the project and to not accept the Deduct Alternates #1 and #2 with the understanding that a Special Town

Meeting Warrant will appropriate an additional \$431,000 for the project. Mr. Sicotte seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed an invoice from RFS Engineering in the amount of \$680.00 for February 2018 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.

Handouts: Agenda, Invoices, Estimate update

E. Sunita L. Williams (Hillside) Elementary School

Heidi Black (School Committee) attended the meeting.

The Committee reviewed an invoice from UTS of Massachusetts in the amount of \$6,330.00 for services from February 9 to March 9, 2018. 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.

F. Full Day Kindergarten Study

Heidi Black (School Committee) attended the meeting.

The Committee reviewed an invoice from Dore & Whittier Architects in the amount of \$9,000.00 for services thru February 2018. 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.

G. Central Ave DPW Storage

The Committee reviewed an invoice from Weston & Sampson in the amount of \$3,927.72 for February 2018 services. The invoice was reviewed and approved by Mr. Gentile. 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.

H. Adjournment

The meeting was adjourned at 9:30 PM.

The next PPBC meeting will be on Monday, April 9, 2018 at 8:00 PM, at the Needham Town Hall, Great Plain Room.

A "Capital Facilities Summit" meeting will be held at 7:00 PM on April 9th in the Powers Hall at Town Hall to review all current construction projects. All Town Meeting Members, Board Members and public are invited.

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.