

PERMANENT PUBLIC BUILDING COMMITTEE

TOWN OF NEEDHAM

MINUTES OF MEETING

Date: June 25, 2018

Time: 7:30 PM

Location: Library

Attendance

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

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.
Mark Forbes Memorial Park Trustee, Memorial Park Rep.
John Schlittler Police Chief, Public Safety Complex/FS2 Rep.
Dennis Condon Fire Chief, Public Safety Complex/FS2 Rep.
Susan Neckes School Committee, Hillside/Williams Rep.

Other Attendees: Mike Fields Winter Street Architects
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 June 11, 2018 PPBC meeting. Mr. Schifilliti made a motion that the Committee approve the minutes as presented. Mr. Creem seconded the motion. The motion was then voted upon and approved.

B. Memorial Park Building

Matt Borelli (Selectman), Mark Forbes (Memorial Park Trustee) and Mike Fields (Winter Street Architects) attended the meeting.

Mr. Retzky reported on the progress of the project. The bond costs of \$45,600 were not included in the G&R Construction contract amount the Committee approved. They were listed separately on the bid form but not added in with the bid price. This was noticed after the Committee voted to award the contract. G&R Construction has submitted Change Order #1 in the amount of \$45,600 to cover the bond costs.

The Committee reviewed Change Order #1 from G&R Construction in the amount of \$45,600.00 for the bond cost. 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 Contractor will mobilize on site starting July 6th. The contents of the building are being packed up by the various groups that use the building and have items stored there. A dumpster was provided to dispose of unwanted items. All groups were offered space at Ridge Hill to store their belongings, however because of the restricted access to Ridge Hill some of the groups will be renting storage containers. The Touch Down football club will have a storage pod in the parking lot until Thanksgiving. At that time the equipment will be moved to Ridge Hill. The baseball program will have a storage container on Pickering Street.

The construction period is anticipated to be July 6, 2018 through June 30, 2019.

The Committee reviewed PSS #4 from Winter Street Architects in the amount of \$119,800.00 for construction administration services. Mr. Kent made a motion that the Committee approve the change order. Mr. Borelli seconded the motion. The motion was then voted upon and approved unanimously.

Handouts: Agenda, Updated budget

C. Public Safety Complex & Fire Station #2

John Schlittler (Police Chief) and Dennis Condon (Fire Chief) attended the meeting.

Mr. Gentile updated the Committee on the progress on the project. Three vendors from the COMMBUYS ITC57 State Contract were asked to submit proposals to provide services to provide and determine what voice and microwave radio equipment will be needed for the communication system. Two of the vendors, CyberComm and Motorola submitted qualifications for the Communications system. References were checked on both companies and were favorable. Interviews were held last week. The two companies have decided to work together and assist on the pre-engineering work. A scope of work and deliverables are being developed by Mr. Gentile. A cost estimate will be developed by mid-August to be included within the overall budget for the Public Safety Complex and Fire Station 2 project and be presented to Special Town Meeting in October. One of the first tasks will be to study the sites and complete the preliminary design for the new communication system.

Mr. Kent made a motion that the Committee approve the combination of the two vendors, CyberComm and Motorola, to provide pre-engineering work and equipment configuration. Mr. Creem seconded the motion. The motion was then voted upon and approved unanimously.

Mr. Kent indicated that he will be updating the Board of Selectmen on the possible tower site alternatives. The receiving and transmitting towers are anticipated to be located at four sites.

It is expected that there will be a 110 foot monopole at the Chestnut Street headquarters; a 199 foot tower to be placed adjacent to the proposed Central Avenue DPW Storage Facility next to the RTS or alternatively lease space on an existing tower at the Pool and Racquet Club also along Central Avenue.

Leading candidate sites for the two towers needed in the NE and the SE section of Town are Cabot Circle near the Sheraton Hotel, either build a tower or lease space on the existing 400

foot American Tower; and the Norfolk County Jail for the SE quadrant. American Tower would charge a \$3,000 installation fee and then a lease fee of \$3,000 per month. The monthly fee is anticipated to escalate by 3.5% every year thereafter. The Town is in contact with attorneys regarding the jail site. Other public safety agencies have expressed interest in a tower at that site. The Cabot Circle site would have maintenance issues. Snowplowing would be needed. Also it is next to a 1,000 foot tower and ice from that tower falls into the circle which would potentially cause damage to the towers equipment installed there. Getting electric service to the Cabot Circle and Norfolk County Jail sites may be expensive.

Fiber Optic cables would be an alternative option to the eastern part of Town.

There is a Planning Board Meeting tomorrow night and the towers are on the agenda.

Handouts: Agenda, Communications Schedule, Motorola Solutions qualifications

D. Mitchell Modular Classrooms

Susan Neckes (School Committee), Don Walter and Michele Rogers (Dore & Whittier) attended the meeting.

Mr. Walter reported on the progress of the project. Two new 12,000 square foot modular classrooms with student and staff toilets will be placed on the Mitchell Elementary School site for the Art and Music classrooms. This will free up all of the existing modular classrooms to be used for full day kindergarten starting in September 2019. Work will also be done in the existing modular to convert the KASE classroom to a kindergarten classroom.

The geotechnical information has been received and reviewed. Four sites were considered for placement of the modular classrooms.

The Option 1 site is located in front of the school to the right. It is near the 50 foot buffer zone and there are rock outcroppings. This site is close to utilities off Brookline Street and close to the main entrance of the school. The proximity to the building and the lowest site issue costs make this site the preferred site. The geo-tech report noted that this site was preferred over Option #2.

The Option 2 site is located in back of the school to the left of the Tower Road rear entrance by the bus turnaround loop. The geo-tech report indicates this area has poor bearing soils and the ground water is quite high. This site would have additional expenses such as the water line from Lindbergh Avenue will most likely need to be upgraded and buried deeper. A waste pump would also be needed.

The Option 3 site is located in back of the school to the right of the Tower Road rear entrance over the basketball court. This site was discounted due to the basketball court and the remote distance from the school.

The Option 4 site is located behind the existing kindergarten modular classrooms. The site has utilities and the sub soil conditions are known. Rock may be encountered. However the classrooms would be in a remote location and is not favored by the Principal, and further would conflict with the use of the adjacent ball and soccer field use.

There are many trees located in the Option 1 area. As many trees would be saved as possible. Since this is conservation jurisdictional area any trees removed would need to be replaced somewhere else.

The project schedule was reviewed. Schematic Design will be done by the end of August, Construction Documents and a cost estimate will be done in October to be presented at the October Special Town Meeting for approval of funds. Finalized bid documents will be done by the end of November. Bidding will be done in December and January 2019. It is anticipated the project will be awarded in February 2019. Mr. Popper requested that the schedule be accelerated so as to award by years end. This would align with the modulars being sought for the Public Safety project for use at the Hillside School as well as offer a more competitive option for the needed submittal and fabrication time. The modular prefabrication will take place from February to May 2019. Site development and placement would commence in June 2019 and finish in August 2019.

The project will have to go through the Conservation Commission and the Zoning Board of Appeals.

The Committee approved of Option 1 as the preferred option and Dore & Whittier were told to proceed with the design.

Handouts: None

E. Sunita L. Williams Elementary School

Susan Neckes (School Committee) attended the meeting.

The Committee reviewed an invoice from ProjectDog in the amount of \$925.40 for electronic hosting of the Solar Array IFB. 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.

F. High School Expansion

The Committee reviewed an invoice from Rist-Frost-Shumway in the amount of \$2,068.00 for May 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. Creem seconded the motion. The motion was then voted upon and approved unanimously.

G. Adjournment

The meeting was adjourned at 9:00 PM.

The next PPBC meeting will be on Monday, July 9, 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.