PERMANENT PUBLIC BUILDING COMMITTEE

TOWN OF NEEDHAM

MINUTES OF MEETING

Date: July 23, 2018	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) Steve Gentile (Project Manager) Ken Sargent (Project Manager)	
User Representatives:	Rick Merson	DPW Director, Fuel Island Rep.
	Bob Lewis	DPW Assistant Director, Fuel Island Rep.
	Susan Neckes	School Committee, Hillside/Williams Rep.
	Greg Bayse	Mitchell School Principal, Mitchell Rep.
	Patty Carey	Park & Recreation Director, Rosemary Rep.
Other Attendees:	Keith Mercy	Kaestle Boos Associates
	Mike Richards	Weston & Sampson Engineers
	Don Walter	Dore & Whittier Architects
	Michele Rogers	Dore & Whittier Architects
	Tom Scarlata	Bargmann Hendrie & Archetype
Minutes prepared by:	Kathryn Copley	Administrative Specialist

A. Approval of Minutes

The Committee reviewed the minutes from the July 9, 2018 PPBC meeting. Mr. Silverstein 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. Public Safety Complex & Fire Station #2

Keith Mercy (KBA) attended the meeting.

The planning decisions are being edited. The 75% completion drawings were submitted Friday to the cost estimators. The review of the Filed Sub Bidder pre-qualifications will start on August 6th. The constructability review has been started.

Motorola is on board for design and build out of the communications system. The propagation study is ongoing. Mr. Kent indicated that the Town is in the process of getting permission from the Mass DOT to place a tower on the Norfolk County Jail land. The down town and RTS sites are assumed okay. The Cabot Place location may not work as the fall zone of the tower would be on land not owned by the Town. Leasing space on the American Tower would be the primary location. The network would be completed with fiber if the Norfolk County Jail location becomes problematic. The loop would be completed with part microwave and part fiber. The fiber would be above grade on poles and subject to storm damage. Ideally it would be preferable to have a microwave network with fiber being a backup system. Owning the towers would be preferable to leasing.

Mr. Mercy reported that all four planning permits have been approved. Some parts of the Chestnut Street parking lot will be used during construction. The cost estimate now underway should be back by August 17th. The cost estimate will be reconciled with the CMR estimate in late August. The raw estimate should be available to be shared at the August 20th PPBC meeting. The tariff situation may significantly alter estimate expectations. After the reconciliation is achieved it will be submitted along with indirect and soft costs to the Town Manager for the warrant article for the October Special Town Meeting.

The filed sub bid documents are anticipated to be available on October 3rd and bids due October 31st. The override ballot vote will occur on November 6th. This is the largest override the Town has ever had. If successful the contract is expected to be awarded in December.

The Committee reviewed an invoice from Kaestle Boos Associates in the amount of $480,000.00 for services thru June 2018. The invoice was reviewed and approved by Mr. Gentile. 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 Requisition #2 from Consigli Construction in the amount of $20,175.00 for Preconstruction services thru June 2018. The invoice was reviewed and approved by the Architect and 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.

The Committee reviewed two invoices from Rist-Frost-Shumway in the amounts of $2,280.00 and $300.00 for commissioning services thru June 2018. The invoices were reviewed and approved by Mr. Gentile. Mr. Kent made a motion that the Committee approve the invoices for payment. Mr. Voloshin seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed PSS#8 from Kaestle Boos Associates in the amount of $34,100.00 for Civil Engineering Services for the Lincoln/Chestnut Street parking lots. 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, invoices, Req. #2, budget update, milestone chart

C. Central Ave DPW Storage

Rick Merson, Bob Lewis (DPW) and Mike Richards (Weston & Sampson) attended the meeting.

The schematic design report has been received. The soil borings were done and test results are anticipated soon. The design is moving forward. The placement of the building has been moved 35 feet closer towards Central Avenue and will be screened from the street. A street rendering will be made. As few trees will be taken down as possible.

The design development phase has started and should be completed by September 7th. Weston & Sampson met with the town planner and conservation agent to discuss the project. They will meet again to go over the application. The application will be submitted in early September.

The code requires a restroom in the building. A unisex bathroom is being proposed. The Building Commissioner has approved this. The building will be minimally heated.

Construction documents will be developed and available on November 9th. It is expected that the construction contract will be awarded by December 21st. Site work will be done during the winter and early spring.

The tower site work abutting the building will be done as part of this project and the foundation is being considered as well. Tower erection will be done as a separate project.

The current cost estimate has increased slightly by about $30,000. The increase includes the retaining wall for the tower. The total project cost is estimated at $7,615,000.

A neighborhood meeting will be scheduled in the fall (September 17). Kate Fitzpatrick is organizing this.

The lots are being consolidated under one title. Chris Heep will be involved in the permitting process.

The Committee reviewed an invoice from Weston & Sampson in the amount of $26,250.00 for services thru May 2018. The invoice was reviewed and approved by Mr. Gentile. Mr. Kent made a motion that the Committee approve the invoice for payment. Mr. Merson seconded the motion. The motion was then voted upon and approved unanimously.

Handouts: Agenda, invoices, project update, budget update, schematic design report

D. <u>Fuel Island Relocation</u>

Rick Merson and Bob Lewis (DPW) attended the meeting.

Mr. Gentile reported that the generator will be installed in August. The DCAM evaluation has been completed. The Committee reviewed the evaluation and agreed with the proposed score. It will be submitted to DCAM.

The Committee reviewed an invoice from Weston & Sampson in the amount of $1,879.91 for services thru May 2018. The invoice was reviewed and approved by Mr. Gentile. Mr. Kent made a motion that the Committee approve the invoice for payment. Mr. Merson seconded the motion. The motion was then voted upon and approved unanimously.

Handouts: Agenda, invoice, DCAM evaluation, budget update

E. Mitchell Elementary School Modular Classrooms

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

Ms. Rogers reviewed the floor plan layouts of the two classrooms. There will be an art classroom, a music classroom, two staff toilet rooms and two student toilet rooms.

Eight alternates for the location of the building on southeast corner of the site were presented. Test holes were dug two weeks ago. There is two to four feet of fill before ledge is reached. It is anticipated that at least three of the footings will be pinned to rock. Alternate 4 was recommended because the fewest trees would be removed and it would take advantage of the flattest area. Utility routes to the building were reviewed.

The two 600 square foot KASE rooms in the existing modular building will be combined to make one 1,200 square foot kindergarten room. The project will go before the Design Review Board on August 13th. It should be considered a Minor Project for Planning Review. The cost estimate should be done by August 27th. The project will be out for bid in November and the project should be awarded by December 17th. As much of the site work as possible will be done over the 2019 April vacation.

Handouts: Power point presentation

F. Sunita L. Williams (Hillside) Elementary School

The Committee reviewed an invoice from Dore & Whittier Architects in the amount of $75,588.51 for services thru June 2018. 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. High School Expansion

The Committee reviewed an invoice from Dore & Whittier Architects in the amount of $79,997.90 for services thru June 2018. 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.

H. Rosemary Recreation Complex

Patty Carey (Director Park & Rec.) and Tom Scarlata (BH+A) attended the meeting.

Mr. Scarlata reported that a punch list has been developed. Furniture delivery begins next week. The building is in good shape. Temporary railings on the ramp are being installed while the steel railings are being fabricated. Installation of technology in the building is ongoing. There is permanent power to the building.

The Disabilities Commission walked through the building and site and there were no major issues. The minor issues will be addressed.

The pools are filled and the filtration system is operational. The Health Department applications are being filled out. The Park and Recreation Department move to the building is scheduled for next Tuesday.

The subgrade is ready for pavement. The binder course will be laid down tomorrow. Plantings are being installed in the median. The upper parking lot is paved and the guardrail is in. The walkway is completed.

The lift station ejector pump pressure is higher than wanted. A temporary interim fix may be done. An explanation on how this happened will be requested. The plumber is looking at the issue.

A walk thru for the Committee and Commission will be scheduled for next Wednesday, August 1st.

The Committee reviewed an invoice from Bargmann Hendrie & Archetype in the amount of $31,959.30 for services thru May 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: None

I. Other Business

Emery Grover Building

A warrant was proposed for the May 2018 Annual Town Meeting by the CPC to look at renovation of the Emery Grover Building thru a feasibility study. The study was voted down at the Town Meeting. Apparently the use of CPC money for a feasibility study, which may include a tear down, is not appropriate.

The Committee is charged with coming up with a scope of work and cost for a feasibility study. Mr. Haff will take a look at the previous study done by DesignLAB and come up with a tentative scope of work that will be presented at the October Special Town Meeting warrant. The fee amount of $70,000 may change as a result of the revised scope.

The building is on the National Register of Historic Buildings which presents certain constraints. The site is very tight. Site access, parking and zoning requirements will all be issues that will need to be addressed.

Possible options to consider would be to renovate and add a new addition, new construction after demolition or preservation or one or more facades. Two user agency members would need to be appointed to the Committee for the project.

Center at the Heights

Mr. Silverstein recalled that there was approximately $600,000 raised for the Center at the Heights. He asked what happened to the money. Mr. Kent indicated that he will look into it.

J. Adjournment

The meeting was adjourned at 10:15 PM.
The next PPBC meeting will be on Monday, August 6, 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.