PERMANENT PUBLIC BUILDING COMMITTEE

TOWN OF NEEDHAM

MINUTES OF MEETING

Date: October 29, 2018	Time: 7:30 PM	Location: Library

Attendance

PPBC Members:	Present: George Kent, Richard Creem, Natasha Espada, Irwin Silverstein, Gene Voloshin Absent: Stuart Chandler, Roy Schifilliti	
BDCD Staff:	Ken Sargent (Sr. Project Manager) Steve Gentile (Project Manager)	
User Representatives:	Dennis Condon	Fire Chief, Public Safety Complex/FS2 Rep.
	John Schlittler	Police Chief, Public Safety Complex/FS2 Rep.
Other Attendees:	Myles McDonough	Consigli Construction
Minutes prepared by:	Kathryn Copley	Administrative Specialist

A. Approval of Minutes

The Committee reviewed the minutes from the October154, 2018 PPBC meeting. Mr. Creem made a motion that the Committee approve the minutes as presented. Mr. Silverstein seconded the motion. The motion was then voted upon and approved.

B. Public Safety Complex & Fire Station #2

Dennis Condon (Fire Chief), John Schlittler (Police Chief) and Myles McDonough (Consigli) attended the meeting.

Mr. Sargent reported on the progress of the project. The project was approved at the October Special Town Meeting. The override vote will take place on November 6th.

The 100% construction documents are being finalized. The documents will be available for the Filed Sub Bidders on November 7th. The pre-bid conference is scheduled for November 14th. Bids are due on December 4th. The draft Guaranteed Maximum Price (GMP) is anticipated to be available on December 13 and will be presented for review to the PPBC on the December 17th meeting. The final GMP is anticipated to be completed on December 28th. The Building Construction Phase is anticipated to start on January 29, 2019. Myles McDonough from Consigli attended the meeting. He is the Project Engineer for Consigli.

Mr. Kent indicated that issues have arisen regarding putting a communications tower at the Norfolk County Jail. A meeting will be set up with Dedham to see what conditions need to be met in order to place a communications tower there. Several government agencies have indicated interest in placing equipment on the tower if placed there. If others will be using the tower this affects the building design for the electronic components, which needs to be planned for.

The Committee reviewed PSS #12 from Kaestle Boos Associates in the amount of $2,420.00 for a traffic study requested by the Planning Board. The PSS was reviewed and approved by Mr. Gentile. Mr. Kent made a motion that the Committee approve the PSS. Ms. Espada seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed two invoices from Kaestle Boos Associates in the amounts of $12,200.00 and $176,000 for September 2018 services. The invoices were reviewed and approved by Mr. Gentile. Mr. Kent made a motion that the Committee approve the invoices for payment. Mr. Creem seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed an invoice from Kaestle Boos Associates in the amount of $3,850.00 for the drone study. The invoice was reviewed and approved by Mr. Gentile. 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.

Handouts: Agenda, Invoices, PSS, Budget update

C. Central Ave DPW Storage

The Committee reviewed an invoice from Weston & Sampson in the amount of $34,200.00 for services thru September 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.

D. Rosemary Recreation Complex

The Committee reviewed an invoice from W.B. Mason in the amount of $933.00 for white boards within the FF&E Budget. The invoice was reviewed and approved by Mr. Retzky. 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.

E. Mitchell Modular Classrooms

The Committee reviewed an invoice from Dore & Whittier in the amount of $15,600.00 for September 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. Silverstein seconded the motion. The motion was then voted upon and approved unanimously.

F. High School Expansion

Mr. Kent reported that a temporary certificate of occupancy was issued today for new classroom addition. Teachers accessed the building today and students will access tomorrow.

The Committee reviewed an invoice from Rist-Frost-Shumway in the amount of $7,227.00 for September 2018 commissioning services. 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 an invoice from Ockers Technology in the amount of $25,454.00 for projectors. 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.

G. <u>Adjournment</u>

The meeting was adjourned at 8:05 PM.
The next PPBC meeting will be scheduled for Tuesday, November 13, 2018 at 7:30 PM, at the Needham Town 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.