

PERMANENT PUBLIC BUILDING COMMITTEE

TOWN OF NEEDHAM

MINUTES OF MEETING

Date: January 28, 2019	Time: 7:30 PM	Location: PSAB
Attendance		
PPBC Members:	Present: George Kent, Stuart Chandler, Richard Creem, Irwin Silverstein, Gene Voloshin Absent: Natasha Espada, Roy Schifilliti	
BDCD Staff:	Steve Popper (Director of Design and Construction) Hank Haff (Sr. Project Manager) Ken Sargent (Sr. Project Manager) Mike Retzky (Project Manager)	
User Representatives:	Susan Neckes Aaron Sicotte John Schlittler Dennis Condon Anne Gulati	School Committee, Hillside/Williams Rep. NHS Principal, H.S. Expansion Rep. Police Chief, Public Safety Complex/FS2 Rep. Fire Chief, Public Safety Complex/FS2 Rep. School Finance Director, Emery Grover Rep.
Other Attendees:	Don Walter Keith Mercy Christian Riordan	Dore & Whittier Architects Kaestle Boos Associates Consigli Construction
Minutes prepared by:		Administrative Specialist

A. Approval of Minutes

The Committee reviewed the minutes from the January 14, 2019 PPBC meeting. Mr. Kent 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. High School Expansion

Susan Neckes (School Committee), Aaron Sicotte (HS Principal), Don Walter (Dore & Whittier) and Christian Riordan (Consigli) attended the meeting.

Mr. Haff reported that everything is functional, fully operational and in use at the High School. Great progress has been made on the punch list items, there are 29 items remaining. The Contractor worked over the Martin Luther King Jr. weekend and they are anticipating finishing remaining items over the February school break. The interior punch list items are mostly done. The balance of the landscape work will be done in the spring. The roof top units over the gym have some issues.

There is \$91,732 of remaining contingency in the project budget. \$46,000 of this is earmarked for 3 CR's that have been requested by the school principal. Remaining funds will

be considered for disbursement to CM for General Requirements caused by extension of schedule.

The Committee reviewed CO #11 from Consigli Construction in the amount of \$90,914.21 for nine adds and one credit. The change order was reviewed and approved by Mr. Haff and Dore & Whittier. Mr. Kent made a motion that the Committee approve the change order. Mr. Silverstein seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed Requisition #11 from Consigli Construction in the amount of \$407,062.07 for December 2018 services. The requisition was reviewed and approved by the Architect and 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 UTS of Massachusetts in the amount of \$12.50 for services thru 1-11-19. The invoice was reviewed and approved by Mr. Haff. Mr. Kent made a motion that the Committee approve the invoices for payment. Mr. Chandler seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed an invoice from Rist-Frost-Shumway in the amount of \$3,780.00 for December 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. Voloshin seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed an invoice from FTG Security in the amount of \$2,186.00 for the door security Linel software licenses. 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.

Handouts: Agenda, Photos, Invoices, Req., CO, Budget update, Construction Mgrs report, change order request log

C. Sunita L. Williams (Hillside) Elementary School

Susan Neckes (School Committee) attended the meeting.

The Committee reviewed an invoice from RCN Telecom in the amount of \$8,030.00 for fiber cable installation. 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.

Handouts: None

D. Hillside Knoll Trail & Field

Susan Neckes (School Committee) attended the meeting.

The Committee reviewed an invoice from Warner Larson Landscape Architects in the amount of \$3,165.75 for services thru September 2018. The invoice was reviewed and approved by Mr. Haff. Mr. Kent made a motion that the Committee approve the invoice for payment. Ms. Neckes seconded the motion. The motion was then voted upon and approved unanimously.

Handouts: None

E. Public Safety Complex & Fire Station #2

Dennis Condon (Fire Chief), John Schlittler (Police Chief), Keith Mercy (KBA) and Christian Riordan (Consigli) attended the meeting.

Mr. Sargent reported on the progress of the project. He indicated that American Tower has not submitted pricing yet. The Town received word from the Dedham Building Commissioner on the proposed Dedham tower being acceptable pending Zoning Board approvals. The project will now go before the Dedham Zoning Board of Appeals for a special permit for tower and antennae height. Chris Heep is working on a memorandum of understanding (MOU) with MDOT. After approval from the ZBA the project will go before the Dedham Conservation Commission.

For Needham the agreement with Motorola needs to be in place before the project can go before the Needham Planning Board to receive approval. Motorola's current proposed cost is \$2,017,128. The Committee indicated the project should proceed with executing the Motorola proposal but would like to know what the future maintenance fees or repairs might be. A meeting to discuss these issues will be set up.

A Historic Survey thru NEPA indicated that the headquarters communication towers can be seen from six historic sites. The Federal Fish & Wildlife Northern Long Eared Bats paperwork has been held up by the Federal Government shut down.

The Modular Living Quarters at Hillside School for FS2 received only one bid. The bid from Triumph Modular came in over the estimated budget. Their bid was for \$671,000. The modular proposal by Triumph did not have the required number of bedrooms. Mr. Sargent has been looking into other options and sources for the temporary living quarters. He plans to visit several sites to look at various bunk houses, trailer homes and units Triumph and other suppliers have available. Mobile homes may be retro fitted by Consigli to fill the Town's needs.

One company submitted a bid for the Temporary Apparatus Bay Tent. The bid was from Mahaffey USA Fabric Structures in the amount of \$349,950. This was below the estimated cost. This company supplied the temporary apparatus bays for the Walpole and Concord fire departments. Mr. Sargent is recommending the Committee go forward with Mahaffey.

Mr. Kent made a motion that the Committee go forward and award the Temporary Apparatus Bay Tent to Mahaffey USA Fabric Structures in the amount of \$349,950. Mr. Creem seconded the motion. The motion was then voted upon and approved unanimously.

An alternate placement for the transformer for the Fire Department Headquarters is being looked at. The transformer would be moved in front of the building next to the public parking lot driveway, twenty-five feet away from the Chestnut Street sidewalk. This would reduce the number of poles in back of the building on School Street as well as achieve a substantial reduction of cost. It would allow another parking space to be put in. This change would likely need to go before the Planning Board as a site plan review change.

Consigli is anticipating mobilizing on site on February 4th.

Handouts: Agenda, Budget update

F. Rosemary Recreation Complex

The Committee reviewed an invoice from Signet Electronic in the amount of \$375.00 for the alarm reprogramming services within budget. 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.

Committee reviewed an invoice from Carousel Industries in the amount of \$56,573.64 for installation of Aruba wireless network within 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.

The Committee reviewed two invoices from FTG Security in the amounts of \$25,750.74 and \$12,341.00 for the security camera installation within budget. The invoices were 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

G. Emery Grover Building Study

Anne Gulati (School Director of Finance) attended the meeting.

The Committee reviewed the RFP for the feasibility study. The study will look at the existing building and site and the Hillside school as either temporary swing space or as permanent relocation. Renovation/new construction and alternate lease opportunities in Needham will be looked at.

The RFP will be available for pickup on January 30th and be due on March 7, 2019.

The minimum programming space needed from the earlier DesignLAB Study is 22,000 square feet. The School Department would like to have room to grow over a 50 year time span.

A sub-committee of Mr. Silverstein, Ms. Gulati (or another user agency member) and Mr. Haff will review the submitted proposals and recommend a few firms for interviews. The sub-committee will meet the week of March 11th. Mr. Gutekanst will propose two user agency members to the PPBC for the project.

Handouts: RFP

H. Mitchell Modular Classrooms

Triumph Modular has indicated that they will lower their bid by the amount of \$123,000 for a total contract value of \$1,605,030.

Mr. Kent made a recommendation that the Committee vote to award the contract to Triumph Modular in the amount of \$1,605,030. Mr. Chandler seconded the motion. The motion was then voted upon and approved unanimously.

Handouts: None

I. Adjournment

The meeting was adjourned at 9:50 PM.

The next PPBC meeting is scheduled for Monday, February 11, 2019 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.