

PERMANENT PUBLIC BUILDING COMMITTEE

TOWN OF NEEDHAM

MINUTES OF MEETING

Date: February 11, 2019	Time: 7:30 PM	Location: Library
Attendance		
PPBC Members:	Present: George Kent, Stuart Chandler, Richard Creem, Natasha Espada, Irwin Silverstein, Roy Schifilliti Absent: Gene Voloshin	
BDCD Staff:	Steve Popper (Director of Design and Construction) Hank Haff (Sr. Project Manager) Mike Retzky (Project Manager)	
User Representatives:	Susan Neckes Michael Kascak Matt Borelli John Schlittler Dennis Condon	School Committee, Hillside/Williams Rep. Hillside Principal, Hillside/Williams Rep. Selectman, Memorial Park Rep. Police Chief, Public Safety Complex/FS2 Rep. Fire Chief, Public Safety Complex/FS2 Rep.
Other Attendees:	Don Walter Bill Roche Mike Fields Keith Mercy Christian Riordan Myles McDonough	Dore & Whittier Architects Daedalus Projects Winter Street Architects Kaestle Boos Associates Consigli Construction Consigli Construction
Minutes prepared by:		Administrative Specialist

A. Approval of Minutes

The Committee reviewed the minutes from the January 28, 2019 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. Sunita L. Williams (Hillside) Elementary School

Susan Neckes (School Committee), Michael Kascak (Principal), Don Walter (Dore & Whittier) and Bill Roche (Daedalus) attended the meeting.

Mr. Roche reported on the progress of the project. Overall the project is 71% complete. Wood composite paneling installation is almost complete. Ceramic tile installation is ongoing and making good progress. The pergola is installed. The amphitheater stone wall installation is ongoing. Gym equipment installation is ongoing. Verizon service and Comcast service have been pulled into the building. Installation of RCN service is expected sometime this week.

Permanent power is expected the week of February 18th. Elevator installation is expected to start this week. The gas generator will be set on the foundation within the next few weeks.

The window contractor has almost all the glass installed. Window testing is scheduled for later this month.

Wayne J. Griffin has installed breakers and pulled conductors from the switchgear to Photovoltaic disconnect. The panels are expected any time. The interconnection application has been submitted to Eversource.

The move planning is underway. Reusable storage containers are going to be used for packing up the learning materials in each classroom at the Hillside School. These containers will be reused in the classrooms at the new school. Exterior storage containers (like PODS or VODS) will be used as staging space for the empty and packed reusable containers. The majority of the move will occur after school lets out in June and before school starts in September.

The budgets for FF&E and Technology have increased. The original enrollment approved by the MSBA was for 430 students. To date it is expected that a total of 530 students will be enrolled at the Sunita L. Williams School in September 2019. There will be an increase in furniture required. Unit furniture prices have increased due to tariffs, material and transport cost increases. It is anticipated that an additional \$200,000 for FF&E and an additional \$18,000 for Technology will be needed. That would bring the FF&E budget to \$900,000 and the Technology budget to \$820,000. The MSBA will only reimburse 34.72% on the \$516,000 for FF&E and \$516,000 for Technology budgeted in the project funding agreement.

The Town's Information Technology Department is centralizing the Building Management System (BMS) and Lighting controls in the Town. The school will be the first building to come online to incorporate all of these upgrades. They are recommending that the project budget \$155,000 to cover the school's portion of this infrastructure upgrade.

Mr. Kent recommended that the Committee approve the increase to the FF&E and Technology budgets. Mr. Creem seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed CO #12 from Bacon Construction in the amount of \$63,403.00 for fourteen adds. 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. Schifilliti seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed Requisition #16 from Bacon Construction in the amount of \$1,869,973.23 for construction services thru January 2019. The requisition was reviewed and approved by Dore & Whittier 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 Daedalus in the amount of \$22,160.00 for services thru January 2019. 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.

The Committee reviewed an invoice from Dore & Whittier Architects in the amount of \$81,108.78 for services thru January 2019. 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.

The Committee reviewed an invoice from UTS of Massachusetts in the amount of \$2,757.50 for services thru November 2018. The invoice was reviewed and approved by Mr. Roche. Mr. Kent made a motion that the Committee approve the invoices for payment. Mr. Schifilliti seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed Requisition #2 from Wayne J. Griffin Electric in the amount of \$3,420.00 for construction services on the Solar Array thru January 2019. The requisition was reviewed and approved by Dore & Whittier and 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.

The Committee reviewed an invoice from Grainger in the amount of \$103.40 for storage boxes. 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 ULINE in the amount of \$246.27 for storage boxes. 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.

Handouts: Agenda, Photos, Reqs, CO# 12, Budget Update, Pending CO Log, FF&E/Tech memo

C. Memorial Park Building

Matt Borelli (Selectman) and Mike Fields (Winter Street Architects) attended the meeting.

Mr. Retzky reported on the progress of the project. There are two heaters in the building keeping it at the necessary temperature. Two days of work were lost due to the extreme cold snap. The roof work has started. The mason has 6 to 7 workers on site. The underground water pipe is installed and the pipe has been tested and accepted. The carpenters are on site and have started the layout and framing work on the second floor. The plumber is on site and the rough plumbing is being installed.

Work is progressing on schedule. The schedule is tight and to maintain the schedule wall board installation will need to start by April 1st; which the schedule currently anticipates.

The Committee reviewed Requisition #7 from G&R Construction in the amount of \$440,006.75 for January 2019 services. The requisition was reviewed and approved by the Architect and 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.

The Committee reviewed an invoice from Winter Street Architects in the amount of \$6,402.00 for services thru December 2018. The invoice was reviewed and approved by Mr. Retzky. Mr. Kent made a motion that the Committee approve the invoice for payment. Mr. Borelli 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 \$570.00 for services thru January 2019. The invoice was reviewed and approved by Mr. Retzky. Mr. Kent made a motion that the Committee approve the invoices for payment. Mr. Borelli seconded the motion. The motion was then voted upon and approved unanimously.

Handouts: Agenda, Photos, Budget update, Req., Invoices, Budget update

D. Public Safety Complex & Fire Station #2

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

Mr. Popper reported on the progress of the project. Chris Heep is working on obtaining a memorandum of understanding (MOU) from MDOT. MDOT has not signed the MOU to place the Tower in Dedham yet. This is holding ensuing ZBA and Planning Board approvals up.

Motorola is being asked to identify the parameters for the communications system. A review meeting is scheduled for February 26th which would be attended by Mr. Kent and Mr. Chandler. They will discuss the system and have some questions answered regarding what future maintenance fees or repairs might be.

The temporary structure for the Apparatus Bay was approved at the last meeting. The Temporary Living Quarters proposal received from Triumph Modular was significantly higher than estimated and in reviewing the quote did not meet the requirements. Alternatives are being investigated. One option is to lease a bunkhouse from Modulease that was used in another fire house renovation as temporary living quarters. The day room area would be provided by connecting two 12x60 foot trailers. A few modifications by Consigli Construction could make it work. Consigli will provide a fit out price. It is estimated to be \$200,000 lower than the Triumph Modular price.

Mr. Kent recommended the Committee approve the lease of a bunk house and the 12x60 foot trailers thru Modulease in the amount of \$372,417. Mr. Chandler seconded the motion. The motion was then voted upon and approved unanimously.

The Motorola proposal thru the State Contract ITT57 is in the amount of \$2,017,128. Mr. Kent recommended that the proposal be accepted not to exceed the amount of \$2,017,128. Mr. Silverstein seconded the motion. The motion was then voted upon and approved unanimously.

Myles McDonough, Consigli Project Manager, reported that Consigli mobilized on site last week. The fences are going up thru this week. Abatement of 43 Lincoln Street and 66 Chestnut Street will start soon. The abatement contractor mobilized on site today.

Demolition of the buildings is anticipated the last week of February or the first week of March after receipt of the demolition permit. The pest control testing passed.

The Committee reviewed two invoices from Rist-Frost-Shumway in the amounts of \$9,300.00 and \$310.00 for services thru December 2018. The invoices were reviewed and approved by Mr. Sargent. Mr. Kent made a motion that the Committee approve the invoices for payment. Mr. Silverstein seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed six invoices from Kaestle Boos Associates in the amounts of \$9,300.00, \$1,981.65, \$2,403.28, \$32,352.00, \$1,320.00 and \$2,641.77 for services thru January 2019. The invoices were reviewed and approved by Mr. Sargent. 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 PSS #19 from Kaestle Boos Associates in the amount of \$34,000.00 for Communication Tower Research & Design services. The PSS was reviewed and approved by Mr. Sargent. Mr. Kent made a motion that the Committee approve the PSS. Mr. Condon seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed PSS #20 from Kaestle Boos Associates in the amount of \$2,632.00 for Hydrant Flow Testing. The PSS was reviewed and approved by Mr. Sargent. Mr. Kent made a motion that the Committee approve the PSS. Mr. Silverstein seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed PSS #21 from Kaestle Boos Associates in the amount of \$10,050.00 for Tower Site Plan Review Fee reimbursement. The PSS was reviewed and approved by Mr. Sargent. 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, Budget update

E. Rosemary Recreation Complex

The Committee reviewed Requisition #19 from G&R Construction in the amount of \$23,750.00 for services thru January 2019. The requisition was reviewed and approved by the Architect and 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.

The DCAMM Contractor Evaluation rating given to G&R Construction for the project is 93. Mr. Kent and Mr. Popper signed the evaluation form and it will be forwarded to DCAMM and the contractor.

Handouts: Budget update, Req.

F. High School Expansion

The Committee reviewed an invoice from Encore Fire Protection in the amount of \$2,908.42 for services in October 2018. The invoice was reviewed and approved by Mr. Haff. Mr. Kent made a motion that the Committee approve the invoices for payment. Mr. Schifilliti seconded the motion. The motion was then voted upon and approved unanimously.

Handouts: None

G. Central Avenue DPW Storage Building

The Committee reviewed an invoice from Weston & Sampson Engineering in the amount of \$12,200.00 for services thru December 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.

Handouts: None

H. Adjournment

The meeting was adjourned at 9:15 PM.

The next PPBC meeting is scheduled for Monday, February 25, 2019 at 7:30 PM, at the Public Services Admin Building Charles River 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.