

PERMANENT PUBLIC BUILDING COMMITTEE

TOWN OF NEEDHAM

MINUTES OF MEETING

Date: April 8, 2019	Time: 7:30 PM	Location: PSAB
Attendance		
PPBC Members:	Present: George Kent, Stuart Chandler, Richard Creem, Natasha Espada, Irwin Silverstein Absent: Roy Schifilliti, Gene Voloshin	
BDCD Staff:	Steve Popper (Director of Design and Construction) Hank Haff (Sr. Project Manager) Ken Sargent (Sr. Project Manager) Mike Retzky (Project Manager) Steve Gentile (Project Manager)	
User Representatives:	Rick Merson John Regan John Schlittler Dennis Condon Matt Borrelli Michael Kascak	DPW Director, Fuel Island Rep. Fleet Supervisor, Central Ave Storage Rep. Police Chief, Public Safety Complex/FS2 Rep. Fire Chief, Public Safety Complex/FS2 Rep. Select Board /Memorial Park Rep. Hillside Principal, Hillside/Williams Rep.
Other Attendees:	Michael McKeon Myles McDonough Dana Weeder Mike Fields Don Walter Bill Roche	Kaestle Boos Associates Consigli Construction Winter Street Architects Winter Street Architects Dore & Whittier Architects Daedalus Projects
Minutes prepared by:		Administrative Specialist

A. Approval of Minutes

The Committee reviewed the minutes from the March 25, 2019 PPBC meeting. Mr. Chandler 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. Central Ave Storage/Jack Cogswell Building

Rick Merson and John Regan (DPW) attended the meeting.

Mr. Gentile reported on the progress of the project. Blasting on site is complete. The rock is now being crushed for use on site. The cut and fill should be approximately the same amount. There was one complaint filed from a resident on Marked Tree Road that was referred to the Needham Fire Department will be heard by the State Fire Marshall. The house is outside the radius anticipated to be affected by the blasting.

Shop drawings are being reviewed. Survey costs from Greenman-Pederson Inc. for consolidating and filing the entire RTS parcel including area now filed in land court is being assumed by the project. The Planning Board determined that the whole site be consolidated and the Finance Committee felt that the cost should have been part of the project cost from the beginning.

An update on the solar study will be given at the next meeting. The design of the median strip is underway. The estimate for this landscaping work is currently \$150,000.00.

The Committee reviewed CO #2 from Seaver Construction in the credit amount of \$-11,200.00 for materials adjustment. The change order was reviewed and approved by Mr. Gentile and Weston & Sampson. Mr. Kent made a motion that the Committee approve the change order. Mr. Chandler seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed Requisition #2 from Seaver Construction in the amount of \$212,914.00 for March 2019 services. The requisition was reviewed and approved by the Architect and 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 invoices from Greenman-Pederson Inc. in the amounts of \$1,301.30, \$10,440.34 and \$1,775.03 for RTS surveying services. The invoices were reviewed and approved by Mr. Gentile. Mr. Kent made a motion that the Committee approve the invoices for payment. Mr. Merson seconded the motion. The motion was then voted upon and approved unanimously.

Handouts: Agenda, Invoices, Req. 2, CO 2, Photos

C. Public Safety Complex & Fire Station #2

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

Mr. Sargent reported on the progress of the project. Chris Heep is working on getting the Memo of Understanding from the MDOT. The delay in receiving the letter is affecting the project filing going before the Dedham ZBA and Planning Boards. Going before these boards has been delayed and now the earliest dates are in May. That would mean going before the Needham boards would occur in June.

The communications tower design for the Central Ave/Jack Cogswell Storage Building is expected by April 12th.

Excavation work at the headquarters site has uncovered several unanticipated items, including three drywells, catch basin, rubble and a waste oil tank. For the waste oil tank an LSP was called in and the DEP was notified. The tank was cleaned out and contaminated soil removed and disposed of properly. A drain pipe was tested for asbestos with negative results. There was rubble against the existing fire station including a metal chimney flue and a concrete

structure. This has impacted progress on site but Consigli is moving ahead with the stated milestones.

Mr. McDonough reported that the rebar is onsite. The foundation formwork will be put in place as soon as possible. The schedule for the concrete foundation has been delayed by all of the unanticipated discoveries in the excavation.

The Committee reviewed CO #3 from Consigli Construction in the amount of \$247,646.22 for eight adds and one no cost change. The change order was reviewed and approved by Mr. Sargent and Kaestle Boos. Mr. Kent made a motion that the Committee approve the change order. Mr. Chandler seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed Requisition #2 from Consigli Construction in the amount of \$961,589.86 for March 2019 services. The requisition was reviewed and approved by the Architect and Mr. Sargent. 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 six invoices from Kaestle Boos Associates in the amounts of \$1,980.00, \$10,064.25, \$32,352.94, \$4,180.00, \$10,050.00 and \$493.59 for services thru March 2019. 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.

Handouts: Agenda, Req. 2, Invoices, CO #2, Budget Update, photos, Change Request Log, Consigli Dashboard

D. Memorial Park Building

Matt Borrelli (Select Board), Dana Weeder and Mike Fields (Winter Street Architects) attended the meeting.

Mr. Retzky reported on the progress of the project. Mike Fields is leaving Winter Street Architects and Dana Weeder will be taking over for him on the project. The brickwork façade work has begun. Roof work is ongoing. Plumbing on the first and second floors is ongoing. Electrical work is ongoing. It is anticipated that the building will be weather tight in two weeks. G&R Construction provided a schedule update. The completion date is listed as July 1, 2019.

There are several items on the anticipated cost log including a proposed change order for acoustical ceiling tile (ACT). There was a contradiction in the specifications. Initially the ACT was identified as a filed sub bid category and listed as such in the specifications. Later it was deemed not a filed sub bid category because it was estimated to be under \$25,000 however the bid documents were not completely revised to reflect this change. G&R Construction did not carry the amount in the bid because it was called out as a filed sub bid. G&R Construction has identified a cost of \$24,300 for the ACT after soliciting price quotes from various ACT subcontractors. G&R will not charge the contractors customary mark-up.

Additional items listed in the anticipated cost log were determined or discovered during ongoing construction. These items included the ACT, additional fire protection sprinkler heads, added kitchen/concessions electrical outlets for kitchen equipment, added foundation drain along the east side of the building, bollards at the electrical transformer along with some added site curbing, stair guardrails and seismic brackets.

The contingency balance, currently at \$23,398.80, is extremely tight.

The Committee reviewed CO #4 from G&R Construction in the amount of \$13,994.00 for two adds. The change order was reviewed and approved by Mr. Retzky and Winter Street Architect. Mr. Kent made a motion that the Committee approve the change order. Ms. Espada seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed Requisition #9 from G&R Construction in the amount of \$447,001.60 for March 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 Committee reviewed an invoice from Rist-Frost-Shumway in the amount of \$770.00 for services thru February 2019. The invoice was reviewed and approved by Mr. Retzky. 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 an invoice from Winter Street Architects in the amount of \$12,400.00 for services thru February 2019. 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: Agenda, Budget update, Req., Invoices, CO 4, Schedule update, Anticipated cost log

E. Sunita L. Williams (Hillside) Elementary School

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 83% complete. The demolition of 609 Central Ave will be happening soon. The construction and project management office will be moving into the school.

Finish work is heavily underway in the building. The Solar PV work is ongoing. The kitchen floor and wall tile installation is complete. The kitchen equipment installation is ongoing. Corridor flooring installation is ongoing.

The Committee reviewed CO #14 from Bacon Construction in the amount of \$60,083.00 for eight adds and one no cost items. 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. Creem seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed Requisition #18 from Bacon Construction in the amount of \$2,007,435.26 for construction services thru March 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 \$23,693.00 for services thru March 2019. 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 Dore & Whittier Architects in the amount of \$83,590.01 for services thru March 2019. 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 Casey Engineered Maintenance in the amount of \$3,583.26 for toilet room accessories within the FF&E Budget. 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 two invoices from The Ockers Company in the amounts of \$18,002.78 and \$2,775.00 for audio visual equipment within the Technology Budget. The invoices were reviewed and approved by Mr. Haff. Mr. Kent made a motion that the Committee approve the invoices for payment. Ms. Espada seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed CO #1 from The Ockers Company in a zero cost change. The Apple TV's were swapped out for other equipment but the value of the purchase order stayed the same. The Apple products need to be ordered directly from Apple due to an agreement signed by the School Department. The change order was reviewed and approved by Mr. Haff. Mr. Kent made a motion that the Committee approve the change order. Mr. Chandler seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed two invoices from F&M Tool & Plastics in the amounts of \$2,994.00 and \$2,874.24 for storage boxes. The invoices were reviewed and approved by Mr. Haff. 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 Requisition #4 from Wayne J. Griffin Electric in the amount of \$188,936.00 for Solar PV construction services thru March 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. Silverstein seconded the motion. The motion was then voted upon and approved unanimously.

Handouts: Agenda, Photos, Req., CO# 14, Budget Update, Pending CO Log

F. Rosemary Recreation Complex

The Committee reviewed an invoice from Valley Communications in the amount of \$3,132.67 for a hand held microphone. The invoice was reviewed and approved by Mr. Retzky. Mr. Kent made a motion that the Committee approve the invoice for payment. Mr. Chandler seconded the motion. The motion was then voted upon and approved unanimously.

Handouts: None

G. Mitchell Modular Classrooms

The Committee reviewed an invoice from Dore & Whittier Architects in the amount of \$2,250.00 for services thru March 2019. The invoice was reviewed and approved by Mr. Retzky. Mr. Kent made a motion that the Committee approve the invoice for payment. Mr. Chandler seconded the motion. The motion was then voted upon and approved unanimously.

Handouts: None

H. Adjournment

The meeting was adjourned at 9:40 PM.

The next PPBC meeting is scheduled for Monday, April 22, 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.