

PERMANENT PUBLIC BUILDING COMMITTEE

TOWN OF NEEDHAM

MINUTES OF MEETING

Date: June 10, 2019	Time: 7:30 PM	Location: Library
---------------------	---------------	-------------------

Attendance		
PPBC Members:	Present: Stuart Chandler, Richard Creem, Natasha Espada, Roy Schifilliti, Irwin Silverstein, Gene Voloshin Absent: George Kent	
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:	Mark Forbes Susan Neckes Michael Kascak John Regan Dennis Condon	Memorial Park Trustee, Memorial Park Rep. School Committee, Emery Grover Rep. Hillside Principal, Hillside/Williams Rep. Fleet Supervisor, Central Ave Storage Rep. Fire Chief, Public Safety Complex/FS2 Rep.
Other Attendees:	Dana Weeder Don Walter Bill Roche Mike Richard Steve Weir Keith Mercy Myles McDonough	Winter Street Architects Dore & Whittier Architects Daedalus Projects Weston & Sampson Weston & Sampson Kaestle Boos Associates Consigli Construction
Minutes prepared by:	Kathryn Copley	Administrative Specialist

A. Approval of Minutes

The Committee reviewed the minutes from the May 21, 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. Memorial Park Building

Mark Forbes (Memorial Park Trustee) and Dana Weeder (Winter Street Architects) attended the meeting.

Mr. Retzky reported on the progress of the project. The mason is almost complete on the exterior of the building. The painter is on site and is priming the interior first and second floor walls. The epoxy floors are in place in the concession and bathroom areas. The second floor restrooms wall and floor tile are in place. The snow guards and flashing on the roof are installed. The plumber is installing the restroom fixtures. HVAC work is ongoing. Lighting

fixtures are being installed. The ceiling grid is done on the second floor. Acoustical tiles are being installed. The elevator has been installed.

Eversource has begun to installation of permanent power to the building. It is hoped that they will be done this week. Exterior door and windows frames have been installed. Verizon installed the telephone cable.

The pathway from the High School to Memorial Field was opened for the High School Graduation ceremony and then closed again. The binder course in the parking lot is anticipated to be laid next week.

There was a meeting last week with the Exchange Club to discuss contingencies for the Fourth of July celebration. A generator and additional tent may be needed. Additional Porta Potties may be needed. A Temporary Certificate of Occupancy needs to be obtained for the lower level to be occupied. Permanent power will be needed.

After the July Fourth celebration the building will be turned back over to the Contractor to finish. A late to mid-August finish is anticipated. Mr. Creem asked about insurance coverage. Mr. Popper will investigate and report back.

The contingency balance is currently is approximately \$11,000.

The Committee reviewed CO #6 from G&R Construction in the amount of \$44,350.00 for seven adds. The change order was reviewed and approved by Mr. Retzky and Winter Street Architect. Mr. Chandler made a motion that the Committee approve the change order. Mr. Creem seconded the motion. The motion was then voted upon and approved unanimously.

Mr. Chandler made a motion that the Committee approve the following invoices for payment:

G&R Construction, Req 11 thru May 2019	\$1,000,819.30
CDW-G, Switches	\$ 11,824.34
UTS of Mass, Materials Testing	\$ 647.50

Mr. Creem seconded the motion. The motion was then voted upon and approved unanimously.

Handouts: Agenda, Budget update, Req., Invoices, CO 6, Anticipated cost log, Three week look ahead

C. 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 92% complete. Programming and lighting control work is ongoing.

A meeting with the Building Commissioner regarding the Temporary Certificate of Occupancy (TCO) was held. It is anticipated that the (TCO) will be obtained before July 4th. The Contractor is in the process of getting the final signoffs. The Fire Department needs to review the fire protection system.

The move into the new building will begin with the library books scheduled for June 20th. The new furniture will begin to arrive on June 24th. Building Commissioner wants the furniture to be in the building before the issuance of the TCO. A tour of the building will be given after the TCO is obtained.

The planting won't be fully completed until the fall. 75% should be in soon. Interior room signage is arriving June 19th. Exterior signage is on order.

At the last meeting on May 20th the Committee voted to have the DPW contractors, LaRovere Companies and Hi-Way Safety Systems, perform the installation of sidewalks and curbing between Louart Drive and Booth Street including nine curb cuts and five crosswalks, which were to be done by Bacon Construction. Because the DPW pays the contractor on a weekly basis, the Committee was asked to give Mr. Popper authority to approve the weekly payment requisitions. The requisitions would then be presented to the Committee at the scheduled PPBC meetings for formal approval.

Mr. Chandler made a motion that the Committee give Mr. Popper authority to approve the weekly payment requisitions for payment up to the full amount of the purchase orders of \$199,000 related to the curbs, sidewalks and striping. The requisitions will be presented to the PPBC. Mr. Silverstein seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed CO #16 from Bacon Construction in the credit amount of \$2,153.00 for eight adds and two credits. The change order was reviewed and approved by Mr. Haff and Dore & Whittier. Mr. Chandler 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 #20 from Bacon Construction in the amount of \$1,669,158.04 for construction services thru May 2019. The requisition was reviewed and approved by Dore & Whittier and Mr. Haff. Mr. Chandler 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 Dore & Whittier Architects in the amount of \$92,519.11 for services thru May 2019. The invoice was reviewed and approved by Mr. Haff. Mr. Chandler 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.

Mr. Chandler made a motion that the Committee approve the following invoices for payment:

Wayne J. Griffin Electrical, PV Installation	\$40,034.00
The Ockers Company, AV Equip.	\$24,270.00, \$2,004.00, \$10,000.00, and \$4,134.00
Daedalus Projects, PM Services	\$29,752.00
W. B. Mason, Moving supplies	\$49.60, \$4,666.00 and \$3,502.00
Rist-Frost-Shumway Eng., Commissioning	\$2,958.00
ULINE, Technology Carts	\$4,015.58
Wakefield Moving, Moving Services	\$7,157.25

Mr. Creem seconded the motion. The motion was then voted upon and approved unanimously.

Handouts: Agenda, Photos, Req., CO# 16, Budget Update, Pending CO Log

D. Central Ave Storage/Jack Cogswell Building

John Regan (DPW), Mike Richard and Steve Weir (Weston & Sampson) attended the meeting.

Weston & Sampson issued a final report on the Solar Photovoltaic Study. Rist-Frost-Shumway Engineering provided peer review services and their comments were integrated into the report. The report was reviewed. It was determined that 155 kW of solar panels could be placed on the entirety of the building's roof surfaces. The output would be 174,000 kW hours per year. The cost of including solar panels would be about \$2.75 per watt, which includes soft costs.

The question was raised whether the building design can accommodate solar panels or would it need to be redesigned to accommodate solar panels? One issue arose as to whether the Town can lease solar panel output back to the grid due to municipal borrowing regulations.

Mr. Chandler made a motion to provide the project manager discretion to spend up to \$15,000.00 on solar design to insure that the current building design can accommodate solar panels in the future. Mr. Schifilliti seconded the motion. The motion was then voted upon and approved unanimously.

Mr. Gentile reported on the progress of the project. The footings are being placed. The foundation wall work has started. The building steel is anticipated to arrive the second week of July. Erection of the building will start mid-July. UTS of Mass is onsite testing soil and will be onsite for concrete testing.

The landscape architect has developed schemes which were reviewed with members of the Planning Board. They have not provided cost estimates yet.

Mr. Chandler made a motion that the Committee approve the following invoices for payment:

Weston & Sampson, April 2019 Eng Services	\$ 30,330.00
Seaver Construction, Req 4 thru May 2019	\$205,558.00
UTS of Mass, Materials Testing	\$ 3,940.00
Verizon Eng. Design Fee	\$ 1,000.00

Mr. Schifilliti seconded the motion. The motion was then voted upon and approved unanimously.

Handouts: Agenda, Req.4, Budget update, W&S landscape services and Solar Design proposals

E. Public Safety Complex & Fire Station #2

Dennis Condon (Fire Chief), Keith Mercy (KBA) and Myles McDonough (Consigli) attended the meeting.

Mr. Sargent reported on the progress of the project. The Communication towers went before the Needham Planning Board. The board asked for renderings for the Central Avenue tower. They had concerns for the Headquarters tower also. A concern from a resident was the effect the towers would have on cell phone use. The concerns will be addressed and will be presented to the Planning Board at a later date. The tower proposed for the site in Dedham will be presented to the Dedham Planning Board next week. The NEPA process is following along with the ConCom and planning process in Dedham.

It is hoped that the tower foundation at the Chestnut Street site can be placed. Mr. Popper is working with the Building Commissioner on this issue.

Mr. McDonough reported that concrete placement is anticipated to be finished at the end of June. Masonry started in the apparatus bay. Work is underway on the elevator shaft. Structural steel is now anticipated to arrive on site July 1st. The schedule is showing a 10 day lag from the target.

Mr. Chandler made a motion that the Committee approve the following invoices for payment:

Consigli Construction, Req 4 thru May 2019	\$1,128,510.01
UTS of Mass, Materials Testing Services	\$ 2,760.00
American Tower, site inspection fee	\$ 1,500.00
American Tower, PE letter fee	\$ 750.00
Eversource Electric, Temp FS2 Electric Service	\$ 27,517.00
Eversource Electric, FS2 Electric Service	\$ 1,175.00
Kaestle Boos Architect, May 2019 Arch Services	\$ 11,429.00
Kaestle Boos Architect, May 2019 Arch Services	\$ 32,352.94
Kaestle Boos Architect, May 2019 Arch Services	\$ 1,007.47
Kaestle Boos Architect, May 2019 Arch Services	\$ 2,783.00

Mr. Creem seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed CO #5 from Consigli Construction in the credit amount of \$31,370.02 for six adds and one credit. 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. Silverstein seconded the motion. The motion was then voted upon and approved unanimously.

Moving services have been retained in the amount of \$8,543.00 and Consulting Engineering Services for generator noise analysis have been retained in the amount of \$1,800.00

Handouts: Agenda, Req. 4, Invoices, CO #5, Budget Update, Photos, Consigli Dashboard

F. Adjournment

The meeting was adjourned at 9:25 PM.

The next PPBC meeting is scheduled for Monday, June 24, 2019 at 9:40 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.