

PERMANENT PUBLIC BUILDING COMMITTEE

TOWN OF NEEDHAM

MINUTES OF MEETING

Date: April 13, 2020	Time: 7:30 PM	Location: Zoom Cloud Meeting
Attendance	All attendance was done remotely	
PPBC Members:	Present: Stuart Chandler, Richard Creem, Natasha Espada, George Kent, Irwin Silverstein, Gene Voloshin Absent: 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) Steve Gentile (Project Manager)	
User Representatives:	John Schlittler Dennis Condon Susan Neckes Michael Kascak Matt Borelli	Police Chief, Public Safety Complex/FS2 Rep. Fire Chief, Public Safety Complex/FS2 Rep. School Committee, School Master Plan Rep. Sunita Williams Principal, Hillside/Williams Rep. Selectman, Memorial Park Rep.
Other Attendees:	Keith Mercy Myles McDonough Bob Lizza Don Walter	Kaestle Boos Associates Consigli Construction Consigli Construction Dore & Whittier Architects, Inc.
Minutes prepared by:	Kathryn Copley	Administrative Specialist

This meeting was posted on the Town web site on April 8, 2020 as a:

Virtual Meeting on Zoom Cloud Meetings

Meeting ID # 662 654 1878

with the following instructions:

To join video conference of the PPBC meeting on Zoom Cloud Meetings -

Smart Phone App instructions:

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A. Approval of Minutes

The Committee reviewed the minutes from the March 23, 2020 PPBC meeting. Mr. Kent made a motion that the Committee approve the minutes as presented. Ms. Espada seconded the motion. The motion was then voted upon and approved unanimously 6 yeas - 0 nays – 0 abstain.

B. Public Safety Complex & Fire Station 2

John Schlittler (Police Chief), Dennis Condon (Fire Chief), Keith Mercy (KBA), Myles McDonough, Bob Lizza (Consigli), Ken Sargent and Mike Retzky (BDCD) attended the meeting remotely.

Mr. Sargent reported on the progress of the project. The permit was received for the Norfolk County Sheriff site. The tower foundation is done and backfilled.

The antenna for the American Tower installation has been changed. The lease will have to be revised to include this change. It is unclear whether this change would require a new 30-day posting requirement. The previous notice was posted on March 11th, which would allow work to commence on April 12th.

The Fire Station 1 MEP rough work in the apparatus bay is ongoing. Walls are painted and ceilings will be painted. The tapers came back on the job after accepting Consigli's safety plan. The storefronts and curtain wall work is substantially complete.

The demolition of Fire Station 2 is complete. The excavation for the foundations are complete. However the carpenters union has ceased work as of April 6th which will delay this critical path activity and delay the project's completion.

Mr. Retzky noted that some of the police department staff have moved into the Hillside School to maintain social distancing of staff.

The carpenters union shut down will affect the critical path and the impact on the schedule is unknown. Consigli shared the letter that it received from the union saying that it is stopping work and will come back after the Governors emergency order is revised. Currently the end date is May 4th. Consigli is trying to figure out if there are any work arounds. Consigli indicates that this is a force majeure situation due to the Covid19 pandemic.

It was felt that legally and politically it would be unpalatable to find nonunion workers to fill in for the carpenters union. A labor action by the union would most likely be a result. The surety companies would most likely not be liable to pay due to the force majeure situation. This is an industry wide strike and not just against Consigli. It would be hard to justify breach of contract. Mr. Lizza stated that no general contractor in Massachusetts is forcing the carpenters union to work on projects.

It was felt that it would be wise for the Committee to go on record to note the Town's concern regarding the impact on the project. Advice from Town Counsel will be sought.

Consigli was asked to revise the schedule with a restart date of May 4th to see what the schedule would look like.

Mr. Chandler made a motion that the Committee approve the following invoice for payment:
Kaestle Boos Associates March 2020 Services PSS#29 \$5,480.20
Mr. Kent seconded the motion. The motion was then voted upon and approved unanimously
8 yeas - 0 nays – 0 abstain.

Mr. Chandler made a motion that the Committee approve the following invoice for payment:
Kaestle Boos Associates March 2020 Services PSS#14 \$59,552.94
Mr. Silverstein seconded the motion. The motion was then voted upon and approved
unanimously 8 yeas - 0 nays – 0 abstain.

Mr. Chandler made a motion that the Committee approve the following invoice for payment:
Consigli Construction Req. #15 March 2020 \$1,963,452.85
Mr. Kent seconded the motion. The motion was then voted upon and approved unanimously
8 yeas - 0 nays – 0 abstain.

The Committee reviewed CO #15 from Consigli Construction in the amount of \$229,259.00 for thirty-one adds and one credit. The change order was reviewed and approved by Mr. Sargent and Kaestle Boos Associates. 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 8 yeas - 0 nays – 0 abstain.

The contingency is currently \$2.15M with an anticipated cost log of \$592,208 of which \$164,000 is for restoring the Hillside School site. Consigli has staff that is reviewing the entire project to see if outstanding areas of concern can be identified. The Committee continues to be concerned with the large number of change orders.

Documents: Agenda, Req, CO, Consigli Dashboard, Photos

C. Sunita L. Williams (Hillside) Elementary School

Susan Neckes (School Committee), Michael Kascak (Principal) and Hank Haff (BDCD) attended the meeting remotely.

Mr. Haff reported on the progress of the project. The project is 99.9% complete thru January 2020 with most divisions at 100%.

Punch-list items completed during March were limited due to the Covid-19 virus. The school has been inaccessible to the contractor and the sub contractors since March 13th. Work on the O&M Manuals continues. It is anticipated that the exterior punch-list items can be done in the next week or two. This work includes the warranty replacement of plantings and concrete wash down.

Bacon Construction has issued a Covid19 safety protocol.

The subs are waiting to get all of the equipment for the interior work before requesting permission to enter the school. Mr. Kascak indicated that the School Superintendent and the Director of Building Maintenance will authorize entry once all equipment has been received to limit the length of time needed inside the building.

The Committee reviewed CO #25 from Bacon Construction in the amount of \$13,748.00 for three added cost items. 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 7 yeas - 0 nays – 0 abstain.

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

Rist Frost & Shumway	Commissioning Services 3/20	\$810.00
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Mr. Kent seconded the motion. The motion was then voted upon and approved unanimously 7 yeas - 0 nays – 0 abstain.

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

Bacon Construction	March 2020 Services	\$ 164,801.09
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Mr. Creem seconded the motion. The motion was then voted upon and approved unanimously.

Mr. Kascak is requesting an additional six cafeteria tables to accommodate the increase in student population above what the cafeteria was designed for. The school was designed for 438 students and currently has 528 enrolled. It has been determined that six more tables will fit into the space.

Handouts: Agenda, Photos, Req., CO, Invoice summary, Budget Update, Anticipated CO Log

D. Memorial Park Field House

Matt Borelli (Select Board) and Mike Retzky (BDCD) attended the meeting remotely.

Mr. Retzky reported on the progress of the project. The air handling units are in and are running. The testing and balancing has not been completed as the tester has Covid19. This will happen after he has recovered.

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

G&R Construction	Req. #17 Retainage Release	\$20,000.00
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Mr. Voloshin seconded the motion. The motion was then voted upon and approved unanimously 7 yeas - 0 nays – 0 abstain.

Handouts: Agenda, Req., Budget update, Anticipated cost log

E. Emery Grover Building Study

Mr. Popper reported that the Planning Board at its last meeting indicated that it would be flexible on some of the zoning issues however the large parking deficiency was not one of them. In looking at avenues to improve this situation, the building addition at a 90 degree angle to the existing building was looked at again. This achieves 48 parking spaces and with 20 provided at the Stephen Palmer building may be acceptable. Currently St. Joseph's is

leasing parking spaces at the Stephen Palmer building, if broken, could provide additional parking.

BH+A is currently moving in this direction for the costing and design. This would allow more daylight into the building.

F. School Master Plan Study

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

Dore & Whittier Architects	Master Plan Services 3/20	\$ 23,063.75
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Mr. Kent seconded the motion. The motion was then voted upon and approved unanimously 5 yeas - 0 nays – 0 abstain.

G. Mitchell Modular Classrooms

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

Dore & Whittier Architects	March 2020 Services	\$ 1,250.00
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Mr. Kent seconded the motion. The motion was then voted upon and approved unanimously 5 yeas - 0 nays – 0 abstain.

H. High School Expansion

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

Rist Frost & Shumway	Commissioning Services 3/20	\$875.00
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Mr. Creem seconded the motion. The motion was then voted upon and approved unanimously 5 yeas - 0 nays – 0 abstain.

I. Central Ave Storage/Jack Cogswell Building

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

Rist Frost & Shumway	Commissioning Services 3/20	\$1,546.88
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Mr. Silverstein seconded the motion. The motion was then voted upon and approved unanimously 5 yeas - 0 nays – 0 abstain.

J. Adjournment

The meeting was adjourned at 9:14 PM.

The next PPBC meeting is scheduled for Monday, April 27, 2020 at 7:30 PM, as a Zoom meeting.

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.