PERMANENT PUBLIC BUILDING COMMITTEE

TOWN OF NEEDHAM

MINUTES OF MEETING

Date: April 27, 2020	Time: 7:30 PM	Location: Zoom Cloud Meeting

Attendance

PPBC Members:	Present: Stuart Chandler, Richard Creem, Natasha Espada, George Kent, Roy Schifilliti, Irwin Silverstein, Gene Voloshin Absent:	
BDCD Staff:	Steve Popper (Director of Design and Construction) Hank Haff (Sr. Project Manager) Mike Retzky (Project Manager) Steve Gentile (Project Manager)	
User Representatives:	Susan Neckes	School Committee, School Master Plan Rep.
	Anne Gulati	School Finance Director/School Master Plan & Emery Grover Study Rep.
	Matt Spengler	School Committee, Emery Grover Study Rep.
	Rick Merson	DPW Director, Central Ave Storage Rep.
	John Regan	Fleet Supervisor, Central Ave Storage Rep.
Other Attendees:	Andrea Longo Carter	School Committee
	John Bulian	Select Board Member
	Joel Bargmann	Bargmann Hendrie & Archetype
	Reese Schroeder	Bargmann Hendrie & Archetype
	Don Walter	Dore & Whittier Architects, Inc.
	Michele Rogers	Dore & Whittier Architects, Inc.
	Jason Boone	Dore & Whittier Architects, Inc.
	Michael Richard	Weston & Sampson Engineers
	Steve Wiehe	Weston & Sampson Engineers
	Beth Greenblatt	Beacon Integrated Solutions

Minutes prepared by:	Kathryn Copley	Administrative Specialist

This meeting was posted on the Town web site on April 22, 2020 as a:
Virtual Meeting on Zoom Cloud Meetings
Meeting ID # 923 6373 4978

with the following instructions:

To join video conference of the PPBC meeting on Zoom Cloud Meetings -
Smart Phone App instructions:
Step 1 download the Zoom Cloud Meetings app to smart phone
Step 2 click on Join a Meeting button
Step 3 enter the Meeting ID# to join at the time of the meeting
Click on “Join with Video”
Choose “Call using internet Audio”

A. Approval of Minutes

The Committee reviewed the minutes from the April 13, 2020 PPBC meeting. Mr. Kent made a motion that the Committee approve the minutes as presented. Mr. Voloshin seconded the motion. The motion was then voted upon and approved 6 yeas - 0 nays – 1 abstain (Roy Schifilliti was not at that meeting).

B. Emery Grover Building Study

Matt Spengler (School Committee), Anne Gulati (School Finance Director), Joel Bargmann, Reese Schroeder (BH+A) and Hank Haff (BDCD) attended the meeting.

Mr. Bargmann and Mr. Schroeder reviewed Option 1, Option 2, Option 3-Rotated and Option 3-Rotated with a garage under the addition with the Committee.

Option 1 consists of demolishing the Emery Grover building and erecting a new building. It allows sixty-two parking spaces in the rear. The new building would be placed closer to Highland Avenue with parking in the rear.

Option 2 consists of renovating the existing Emery Grover building and adding a new addition right up against the rear of the building. Some of the interior spaces would not have windows. It provides a total of forty-eight parking spaces between the front and rear.

Option 3-Rotated consists of renovating the existing Emery Grover Building and adding a new addition at a 90degree angle to the rear of the building. This would maximize the number of offices with windows. It provides a total of forty-two parking spaces between the front and rear.

Option 3-Rotated with a garage under the addition consists of renovating the existing Emery Grover Building, adding a new addition at a 90 degree angle to the rear of the building and provide parking under the new addition. There would be fifty parking spaces on site. This option aligns the upper floors of the old and new buildings.

All four options allow for a full program including a 1,200 sqft conference room for 100 persons and a centralized school IT Department. Program configurations for the options were reviewed.

The options would require a zoning By-Law change for allowable Floor Area Ratio (F.A.R. in excess of the 0.5 FAR in the Apartment – 1 (A-1) District. Waivers would be needed for parking as no option is able to provide the adequate number of parking spaces and distance of remote parking. Waivers would also be required in Options #2 & 3 for existing non-conforming height, number of stories, and side-yard setback. Currently there are fifty-three spaces on site. To meet the Zoning By-Laws approximately 100 spaces are needed. Additional parking spaces is recommended with a new parking lot at the Stephen Palmer Building site facing Pickering St.

Trying to marry the existing building with an addition for Options 2 & 3 is difficult. The floor heights of the existing building and the new addition would meet at the second and third floors. The former auditorium would be made into the conference room. Joining the existing building with the Option 3-Rotated would not be as difficult.

Mr. Bargmann reviewed the estimated cost values of the different options. Option 1 is estimated at $27.6M, Option 3 is $27.3M, Option 3-Rotated is $28.6M and Option 3-Rotated with underground parking adds a $750K premium. Underground parking has a net increase of eight parking spaces. It appears that tearing down the building will not save money. All options are carrying a $500K value for rooftop solar.

Option 1 has the more efficient use of square footage. Option 2 and Option 3-Rotated both have square footage in the existing building that is not usable. The underground parking plan has not been reviewed with the Planning Board.

The committee felt that Option 3-Rotated was the preferred option in that it provided the greatest daylighting to staff occupied spaces and offered the possibility of adding additional parking below.

Community Preservation Act fund would only be available with the preservation/renovation of the existing building and could assist with funding the project. Further discussion with the CPC is needed. . Future maintenance costs would likely be lower with a new building.

The plans will be presented to the School Committee at their meeting on May 5. BH+A is preparing the final report. The next steps would include discussions with the Select Board, CPC and Historic Commission. It is anticipated that design funds would possibly be sought at the May 2021 Annual Town Meeting and Construction funds in May ATM 2022. With this schedule occupancy of the building would occur in Summer 2025.

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C. <u>School Master Plan Study</u>

Anne Gulati (School Finance Director), Susan Neckes (School Committee), Don Walter, Michele Rogers, Jason Boone (D&W) and Hank Haff (BDCD) attended the meeting.

Dore & Whittier reported on the progress of the study. Four scenarios out of the seven investigated work the best and are worthy of further detailed study and cost estimation. These include:

- Status Quo (leaving all students where they are with a rebuilt Mitchell, addition to High Rock and Add/Reno of Pollard),
- Discontinue High Rock (5ES & one 6-8 MS), High Rock repurposed, Pollard Add / Reno for a grade 6 to 8 middle schools. Rebuild Mitchell as a 5 classrooms /grade level K-5 ES.
- High Rock becomes an ES (6ES & One 6-8MS) Mitchell rebuilt as a 3-classrooms /grade level ES, High Rock repurposed as a 3 classrooms /grade ES, Pollard Add/Reno as a 6-8 MS.
- Two 5-8 Middle Schools (5ES & 2MS) – Newman and Pollard reconfigured for 5-8 Middle School, High Rock repurposed as K-4 ES, Mitchell rebuilt as 3 section K-4 ES, Other Elementary schools become K-4.

All four scenarios would require a new school at Mitchell with either 3 or 5 sections. All scenarios would have Pollard being renovated with an addition or a new school for either 7th and 8th grades, 6th thru 8th grades or 5th thru 8th grades. Depending on the scenarios chosen High Rock would either remain as a 6th grade center with an addition (10 additional classrooms are required) or repurposed. Newman school would be turned back into a middle school with the grade 5-8 scenario. Mr. Popper expressed a concern for over building and traffic on the Pollard site.

Cost estimate are the next step and information will be sent to the cost estimator in May.

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D. Central Ave Storage/Jack Cogswell Building

Rick Merson, John Regan (DPW), Michael Richard, Steve Wiehe (Weston & Sampson), Beth Greenblatt (Beacon Integrated Solutions) and Steve Gentile (BDCD) attended the meeting.

Mr. Gentile reported that the weather station is scheduled to be installed over the next few weeks.

Ms. Greenblatt of Beacon Integrated Solutions reviewed their analysis for placing solar photovoltaic panels at the building. The proposed solar array would have a capacity of 203.8kW DC and expected annual generation of approximately 216,500 kilowatt-hours. The Jack Cogswell Building is estimated to have an annual consumption of 14,800 kilowatt-hours. It is anticipated that the building will consume 88% of the solar generation with Eversource providing the additional 12%. The estimated total solar generation, not used by the building, could be sold to Eversource, approximately 94%.

The project costs would approximately be between $3,000 and $3,350 per kilowatt DC. The design/engineering costs would be $35,000 and consulting/legal fees would be $10,000. Borrowing rates would be anywhere from between 3% to 7.2% for a 20-year term. Annual operation and maintenance would be about 4.3% and annual insurance 5%.

Having the project designed and equipment specified before applying to the SMART Program would be favorable. This would lock in incentives and the Town can withdraw the application if desired. An exception for the single parcel rule would be needed as there is already a solar array on the RTS site.

New updated SMART Program regulations came out on April 14th. There is a DOER (Dept. of Energy Resources) public hearing on May 22nd. The DOER is still reviewing the options of Net Metering vs. On Bill Credits.

SMART program incentives diminish over time. It is advantageous to proceed with developing design documents as soon as possible. Mr. Gentile described a timeline where the design documents would be due on July 1, 2020 to initiate the Utility Interconnection, SMART Program and Net Metering applications. An RFP would also be developed for a 149 Construction contract at that time. Bids would be evaluated from October to December of 2020. It is anticipated that the construction contract would be awarded February 2021 and construction would occur over the spring / summer of 2021.

The solar information will be presented at the Chairs Meeting next week.

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

Weston & Sampson	Feb. 2020 Services	$1,806.50

Mr. Merson seconded the motion. The motion was then voted upon and approved unanimously 9 yeas - 0 nays – 0 abstain.

Mr. Chandler made a motion that the Committee approve PSS #5 for Solar Design Support Services:

Weston & Sampson	PSS #5	$10,500.00

Mr. Silverstein seconded the motion. The motion was then voted upon and approved unanimously 9 yeas - 0 nays – 0 abstain.

Mr. Chandler made a motion that the Committee approve Change Order #8 from Seaver Construction for lighting occupancy sensor controls and critter controls for the drainpipes:

Seaver Construction	Change Order 8	$3,333.96

Mr. Creem seconded the motion. The motion was then voted upon and approved unanimously 9 yeas - 0 nays – 0 abstain.

Emailed Handouts: Agenda, CO, Invoice, Budget update
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E. Public Safety Complex & Fire Station 2

Mr. Popper noted that the carpenters union rethought their position and came back to work on the project last week. This amounts to a two week delay. The lack of the carpenters has affected the critical path. The schedule should show a delay of two weeks towards the end of phased completion. Construction is progressing. Fire Station 2 carpenters are back although there is difficulty with staffing. The window contractor is also back on site. An updated schedule will be presented at the next meeting.

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

Motorola Equipment	Equipment	$1,109,420.40

Ms. Espada 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:

Connectivity Point	Cabling -28 Glen Gary Road	$ 2,019.16

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 invoice for payment:

Milton CAT	March 2020 Generator Rental	$ 2,612.50

Mr. Creem 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 invoices for payment:

Rist Frost & Shumway	Commissioning Services 2/20	$ 365.00

Rist Frost & Shumway	Commissioning Services 3/20	$	1,351.00

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:

Town of Needham	Police Details	$	1,040.00

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 invoices for payment:

UTS of Mass	Materials Testing Services 3/20	$	165.00
UTS of Mass	Materials Testing Services 4/20	$	550.00

Ms. Espada seconded the motion. The motion was then voted upon and approved unanimously 7 yeas - 0 nays – 0 abstain.

F. Sunita L. Williams School

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

IntraSystems	Building Management System	$	1,125.00

Mr. Kent seconded the motion. The motion was then voted upon and approved unanimously 7 yeas - 0 nays – 0 abstain.

G. Adjournment

The meeting was adjourned at 10:05 PM.
The next PPBC meeting is scheduled for Monday, May 11, 2020 at 7:30 PM, as a Virtual Meeting on Zoom Cloud Meetings.

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.