

PERMANENT PUBLIC BUILDING COMMITTEE

TOWN OF NEEDHAM

MINUTES OF MEETING

Date: June 9, 2020	Time: 7:00 PM	Location: Zoom Cloud Meeting
Attendance	All attendance was done remotely	
PPBC Members:	Present: Stuart Chandler, Richard Creem, George Kent, Irwin Silverstein, Gene Voloshin Absent: Natasha Espada, 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 Michael Kascak Rick Merson John Regan	Police Chief, Public Safety Complex/FS2 Rep. Sunita Williams Principal, Hillside/Williams Rep. DPW Director, Central Ave Storage Rep. Fleet Supervisor, Central Ave Storage Rep.
Other Attendees:	Keith Mercy Myles McDonough Don Walter Michael Richard	Kaestle Boos Associates Consigli Construction Dore & Whittier Architects, Inc. Weston & Sampson Engineers
Minutes prepared by:	Kathryn Copley	Administrative Specialist

This meeting was posted on the Town web site on June 4, 2020 as a:

Virtual Meeting on Zoom Cloud Meetings

MEETING ID # 846 0915 3633

PASSWORD 550211

with the following instructions:

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

Step 1 Go to Zoom.us

Step 2 click on Join a Meeting button at top of page

Step 3 enter the Meeting ID# to join at the time of the meeting

Step 4 enter Password

Click on "Join with Video"

Choose "Call using internet Audio"

A. Approval of Minutes

The Committee reviewed the minutes from the May 26, 2020 PPBC meeting. Mr. Kent made a motion that the Committee approve the minutes as presented. Mr. Creem seconded the motion. The motion was then voted upon and approved unanimously 4 yeas - 0 nays - 0 abstain.

B. Public Safety Complex & Fire Station 2

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

Mr. Sargent reported on the progress of the project. A draft lease was received from MDOT and clarification has been requested. A response has not yet been received.

The antennas are up on the monopole on Chestnut Street and the towers at the RTS and Norfolk County Sheriff site in Dedham. The American Tower lease is proceeding. All three remote sites have racks, cables and electronics being installed. The dispatch consoles are anticipated to be delivered at the end of June. Motorola has started work on the dispatch area. Final testing and integration is anticipated to start in mid-July. The delivery of the computers for dispatch have been delayed until July 15th because of delays in procurement.

Lighting installation in FS1 is ongoing. Final paint coat is ongoing. The metal panel work is finishing on the entry canopy. MEP work in the basement is ongoing. The millwork is substantially complete. The rear and front aprons are poured. Flooring on the second floor is substantially complete.

The next footing concrete pour has been delayed at FS2 due to unsuitable soil found on site. The report from the LSP to DEP will require submission of a RAM Plan. Cost and schedule impact are being evaluated. The remaining foundation work is being held up because of this. The walls are complete to the northeast corner and are being waterproofed. Foundation drains are being installed.

The demolition of the Police/Fire HQ building is anticipated to start in September.

The updated anticipated substantial completion dates are August/September 2020 for Fire Station 1, August/September 2021 (pending resolution on unsuitable soil) for Fire Station 2 and January/February 2022 for the Police Station. Move-in date for Fire Station 1 at HQ is targeted for August 10, 2020.

The Committee reviewed CO #17 from Consigli Construction in the credit amount of \$16,536.00 for ten 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. Kent seconded the motion. The motion was then voted upon and approved unanimously - 6 yeas - 0 nays – 0 abstain.

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

Consigli Construction	Req. #16 May 2020	\$1,335,456.39
-----------------------	-------------------	----------------

Mr. Creem seconded the motion. The motion was then voted upon and approved unanimously - 6 yeas - 0 nays – 0 abstain.

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

Kaestle Boos Associates	May 2020 Services	\$35,752.94
-------------------------	-------------------	-------------

Mr. Kent seconded the motion. The motion was then voted upon and approved unanimously - 6 yeas - 0 nays – 0 abstain.

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

Milton CAT	May 2020 Generator Rental	\$2,612.50
Town of Needham	May 15, 2020 Police Detail	\$178.00
UTS of Mass	Materials Testing	\$245.00
UTS of Mass	Materials Testing	\$4,775.00
CyberComm Inc.	FS2 Fire Alarm adjustment	\$680.00
CyberComm Inc.	FS2 Fire Alarm adjustment	\$44.18
Standard Electric	Electric Cover	\$71.15

Mr. Voloshin seconded the motion. The motion was then voted upon and approved unanimously - 6 yeas - 0 nays – 0 abstain.

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

IntraSystems	Data Servers & Switches	\$207,211.22
--------------	-------------------------	--------------

Mr. Creem seconded the motion. The motion was then voted upon and approved unanimously - 6 yeas - 0 nays – 0 abstain

Documents: Agenda, Req., CO, Invoices, Updated budget, Anticipated Cost Log, Consigli Dashboard, Photos

C. Sunita L. Williams (Hillside) Elementary School

Michael Kascak (Principal), Don Walter (Dore & Whittier) and Hank Haff (BDCD) attended the meeting remotely.

Mr. Haff reported on the progress of the project. The remaining punch list work is ongoing. The warranty work on the security cameras is complete. The additional iPhones have been installed. Door #134A was rehung. The majority of the O&M Manuals are complete. The landscapers are on site working on their punch list items. 20 shrubs and two trees have been replaced.

Dore & Whittier has scheduled the one-year walk thru to identify warranty work that needs to be done. All work is anticipated to be done by the end of June.

Mr. Kascak indicated that there is a potential for some special education students to resume classes at the school in July.

The MSBA audit process will begin soon. The change order items have been submitted for approval and a Budget Revision Request will be submitted. The final audit process is expected to be continue thru by the end of the calendar year.

Currently the project has about \$10 million unused of the construction appropriation. The Committee discussed rescinding a large portion of that amount in the vicinity of \$8-9 million. A decision will be made at a subsequent PPBC meeting.

Progress is being made on the LEED submission. Documentation is being reviewed by Dore & Whittier, The Green Engineer (TGE) and GGD.

The Committee reviewed CO #26 from Bacon Construction in the amount of \$17,971.00 for five adds and one no cost change. The change order was reviewed and approved by Mr. Haff

and Dore & Whittier Architects. Mr. Chandler made a motion that the Committee approve the change order. Mr. Kent seconded the motion. The motion was then voted upon and approved unanimously - 6 yeas - 0 nays – 0 abstain.

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

Bacon Construction	May 2020 Services/Retainage Release	\$ 68,664.26
--------------------	-------------------------------------	--------------

Mr. Creem seconded the motion. The motion was then voted upon and approved unanimously - 6 yeas - 0 nays – 0 abstain.

Documents: Agenda, Req., CO, Invoices, Budget Update, Anticipated CO Log

D. Central Ave Storage/Jack Cogswell Building

Rick Merson, John Regan (DPW), Michael Richard (W&S) and Steve Gentile (BDCD) attended the meeting remotely.

Mr. Gentile reported that the thermostats have changed out and adjusted. The landscaping sub-contractor quoted a price of \$2,000 for the knotweed injection treatment. Seaver Construction included this as a credit in Change Order 9. There will be a contract between the Town and RB Arello Co., Inc. for the knotweed treatment of \$2,000 (taken from the Seaver Construction credit) and an additional \$1,000 to treat knotweed on the north side of the road.

RB Arello Co. replaced some of the plantings and the warranty period has begun on those items. Some of the trees have experienced browning on the tips. RB Arello indicated that the plants are stressed and with some care should recover. It will be known by the end of the summer whether they will recover. The Committee asked for a watering plan.

The weather station equipment was installed on the tower and the laptop has been ordered. Once the laptop is received the station will be connected and software installed. The weather station should be connected by the IT department. Mr. Gentile will discuss the process with IT.

The 30% solar design package was received, and it is being reviewed by Beacon Integrated Solutions.

The Committee reviewed CO #9 from Seaver Construction for a credit amount of \$432.00 for the thermostat change out and knotweed credit. Mr. Chandler made a motion that the Committee approve the CO. Mr. Voloshin 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 final payment and release of retainage:

Seaver Construction	Req. 13r2 thru 5/20, final req.	\$27,902.00
---------------------	---------------------------------	-------------

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:

Green Mountain	Weather Station Install	\$1,700.00
Beacon Integrated Solutions	May 2020 Services	\$ 905.63

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

Documents: Agenda, Req., CO, Invoices, Updated budget

E. Memorial Park Field House

Mike Retzky (BDCD) attended the meeting remotely.

Mr. Retzky reported that the contractor is working to complete miscellaneous punch list items and is anticipated to be complete by the end of June. The HVAC replacement is complete, and the testing and balancing has been completed by Rist-Frost-Shumway Engineering. The acoustical panel design was submitted to G&R Construction for pricing and will be incorporated into a change order. A price of approximately \$20,000 to \$22,000 is anticipated. The O&M manuals are being prepared.

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

G&R Construction	Req. 18 thru 5/20 retainage release	\$26,420.00
------------------	-------------------------------------	-------------

Mr. Creem seconded the motion. The motion was then voted upon and approved unanimously 5 yeas - 0 nays – 0 abstain.

F. Other Business

Mr. Popper and Mr. Sargent gave a presentation at a Select Board meeting of the updated Public Safety Complex & FS2 project schedule. It was suggested that the PPBC periodically send update information to the Select Board.

Mr. Kent indicated that installing solar arrays at the Jack Cogswell building was not positively received by the Finance Committee. The project would most likely go back to Town Meeting for funding. The solar design for the Jack Cogswell building is ongoing and should reach 60% next week. The design and cost estimates will be ready for further action by the Town if desired.

G. School Master Plan Study

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

Dore & Whittier Architects	Master Plan Services 5/20	\$ 7,464.07
----------------------------	---------------------------	-------------

Mr. Silverstein seconded the motion. The motion was then voted upon and approved unanimously 5 yeas - 0 nays – 0 abstain.

H. Adjournment

The meeting was adjourned at 8:50 PM.

The next PPBC meeting is scheduled for Monday, June 22, 2020 and will start at **7:00 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.