PERMANENT PUBLIC BUILDING COMMITTEE

TOWN OF NEEDHAM

MINUTES OF MEETING

Date: July 13, 2020	Time: 7:00 PM	Location: Zoom Cloud Meeting

Attendance

PPBC Members:	Present: Stuart Chandler, Richard Creem, Natasha Espada, George Kent, Roy Schifilliti, Irwin Silverstein Absent: 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:	Matt Spengler	School Committee, Mitchell Modular Rep.
	Susan Neckes	School Committee, School Master Plan Rep.
	Dennis Condon	Fire Chief, Public Safety Complex/FS2 Rep.
	John Schlittler	Police Chief, Public Safety Complex/FS2 Rep.
Other Attendees:	Don Walter	Dore & Whittier Architects, Inc.
	Michael McKeon	Kaestle Boos Associate
	Keith Mercy	Kaestle Boos Associates
	Myles McDonough	Consigli Construction
	Phil Peterson	Terra Environmental
	Roger MacDonald	IT Director
	Matt Tocchio	IT Network Manager
Minutes prepared by:	Kathryn Copley	Administrative Specialist

This meeting was posted on the Town web site on June 16, 2020 as a:
Virtual Meeting on Zoom Cloud Meetings
Meeting ID # 88414728107
https://us02web.zoom.us/j/88414728107

with the following instructions:

To view and participate in this virtual meeting on your computer, at the above date and time, go to www.zoom.us, click "Join a Meeting" and enter the Meeting ID: 884-1472-8107 Or join the meeting at link: https://us02web.zoom.us/j/88414728107

A. Approval of Minutes

The Committee reviewed the minutes from the June 22, 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 4 yeas - 0 nays – 0 abstain.

B. Mitchell Modular Classrooms

Matt Spengler (School Committee) and Mike Retzky (BDCD) attended the meeting remotely.

Mr. Retzky reported on the progress of the project. The installation of the Bell/PA system and clocks are complete. The final training session on the system for school IT and staff is scheduled for next week. The HVAC thermostat warranty issues will be addressed this month. Landscape warranty issues will be addressed this fall.

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

Triumph Modular	Change Order 4	$3,188.15
Harbor Networks	Paging System & Clocks	$4,775.00
Harbor Networks	Clocks	$3,525.00

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

Documents: Agenda, CO, Budget Update, Anticipated Cost log

C. Sunita L. Williams (Hillside) Elementary School

Susan Neckes (School Committee), 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 GC is working thru the remaining interior and exterior punch list items. The architects one-year warranty check walk-through identified about 12 items that needed to be addressed. The cage around Stair #2 to the roof is now fully complete. The contractor is trying to finish everything by this coming Friday as the school will be open for summer school students starting Monday, July 20th.

O&M manuals continue to be received and are being reviewed by the architect. The wetlands area was reviewed, and 12 shrubs needed to be replaced. Grass seed was applied to the North Swale and once established it will be reviewed by the Conservation agent for sign-off on the Order of Conditions.

Currently the project has approximately $10.4 million unused of the construction appropriation. The Committee discussed rescinding a large portion of that amount in the vicinity of $8 to $9 million. The Committee agreed to rescind $9 million at this time. Mr. Chandler made a motion that the Committee vote to rescind $9 million of the remaining uncommitted construction funds, leaving a balance of approximately $1.4 million. Mr. Creem seconded the motion. The motion was then voted upon and approved 6 yeas - 0 nays – 0 abstain.

Mr. Kascak reported that staff have been in the school to prepare for a small group of summer school students coming in on July 20th. It is felt that this will be a good trial run for returning to school. The school department is developing red, yellow and green plans for September. It is anticipated that in the beginning of August parents will be informed of the plans for the September start of school. Mr. Kascak inquired whether project funds can be used to furnish plexiglass partitions for the school. A dollar amount is not known at this time. Mr. Chandler indicated that it would most likely not be within the scope of the project. The request would have to come from the school department or School Committee. The School Committee will be briefed at their meeting tomorrow night. Mr. Popper will speak with David Davison, Finance Director.

The Committee reviewed CO #27 from Bacon Construction in the amount of $21,945.00 for six adds, two credits 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 - 7 yeas - 0 nays – 0 abstain.

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

Bacon Construction	June 2020 Services/Retainage Release	$ 122,677.21

Ms. 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 invoices for payment:

Dore & Whittier Arch	June 2020 Services	$ 5,648.50
TekVision	Point of Sale Equipment	$ 3,350.00

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

Documents: Agenda, Req., CO, Project totals sheet

D. Public Safety Complex & Fire Station 2

John Schlittler (Police Chief), Dennis Condon (Fire Chief), Keith Mercy, Michael McKeon (KBA), Myles McDonough (Consigli), Phil Peterson (Terra Environmental), Ken Sargent and Mike Retzky (BDCD) attended the meeting remotely.

Mr. Sargent reported on the progress of the project. Motorola will be starting to install equipment in the dispatch consoles. Green Mountain's work is done except for wiring the generator at American Tower. Optimization of the new system is ongoing. The switch over from the old equipment to the new communication system will happen on the day the Fire Station HQ move into the new building. It is anticipated to be a seamless transition. Testing to work out any bugs will occur before the turnover.

Punch-list work is underway on the second floor of FS1. Furniture delivery is scheduled to start the week of July 20th. The exterior hardscape work is underway. Interior and exterior signage has started. Equipment and fixtures are being installed. System start-ups are scheduled for this week. Landscaping will start in mid-September.

FS2 drainage, catch basin and site grading work is ongoing. The critical path is being affected as concrete placement has been delayed due to unsuitable soils. This is week eight of the delay due to the discovery of unsuitable soils. Three source areas of unsuitable soils have been discovered and an LSP was engaged. Two areas have levels that were reportable, the non-reportable area has been taken care of under DEP guidelines. The first area of contaminated soil found near old fuel tank sites can be brought to a landfill in Hopedale. Its removal is complicated by the need to remove soils below the ground water and its proximity to recently placed foundations. The third area of contaminated soil found near a clay pipe will be stored at the RTS in lined/covered dumpsters until a non-burn facility can be found to send to. A vapor barrier and venting system may be required to deal with ground water issues. A FRAC filtering system has been brought onsite to allow pumping of ground water while excavating the unsuitable soils. The estimated costs for the contaminated soils are still being developed but will be in the neighborhood of $0.5 million.

Mr. Sargent review the anticipated cost log which is in the amount of $1,290,166 leaving a contingency balance of $481,889. This contingency balance is very concerning as the project is only 50% complete. The anticipated costs include a placeholder for Covid19 costs of $200,000 (thru end of the year) and $490,000 for contaminated soils. The Committee suggested that a request for additional funds should be considered to cover reasonable costs for unforeseen conditions and schedule delays and to extend Covid19 costs through the end of the project. Mr. Chandler will request that a chairs meeting be requested to open a dialog with the Select Board and Finance Committee on the issue. A formal dollar amount will be identified for Committee approval.

An issue has developed with the Self-Contained Breathing Apparatus (SCBA) which consists of two components, a compressor and a fill station. The fill station was designed to be on the first floor and the compressor was designed to be on the second floor. A contract was placed with MAKO Equipment but the equipment for the project was sold to another entity. An alternate system by Bauer was found and a contract put in place. The Bauer equipment needed to be placed all on the first floor instead of the originally designed area on the second floor for the compressor. Upon delivery of the equipment it was stated by Bauer that the compressor could not be in a room with a closed door because of ventilation needs. The compressor is now to go on the second floor and piping will need to be installed from the compressor to the bottle fill station. The compressor will have to be taken to the second floor with a lift and protection of finished surfaces will have to be considered. The costs and scheduling for this is unknown at this time.

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, September/October 2021 for Fire Station 2 and January/February 2022 for the Police Station.

Mr. Chandler made a motion that the Committee approve the following PSS's:

Kaestle Boos Associates	PSS#32 Traffic Signal Design/CA	$21,670.00
Kaestle Boos Associates	PSS#33 Trans, Geotech, Asbestos Services	$12,597.00

Ms. Espada 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:

UTS of Mass	PSC June Materials testing	$ 245.00
UTS of Mass	FS2 June Materials testing	$3,280.00

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 invoices for payment:

IntraSystems	Data Servers & Switches	$47,983.00
IntraSystems	Data Servers & Switches	$17,325.00
IntraSystems	Building Management System	$ 1,800.00

Mr. Creem 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	June 2020 Services	$37,452.94

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:

Rist-Frost-Shumway	May 2020 Services	$1,757.00

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 invoices for payment:

Milton CAT	June 2020 Generator Rental	$2,612.50

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 invoices for payment:

Town of Needham	July 1&2, 2020 Police Details	$ 400.50

Mr. Silverstein seconded the motion. The motion was then voted upon and approved unanimously - 8 yeas - 0 nays – 0 abstain.

The Committee reviewed CO #18 from Consigli Construction in the amount of $179,329.00 for fourteen adds. 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.

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

Consigli Construction	Req. #17 June 2020	$1,948,642.56

Mr. Creem seconded the motion. The motion was then voted upon and approved unanimously - 8 yeas - 0 nays – 0 abstain.

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

E. <u>High School Expansion</u>

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

Rist-Frost-Shumway	May 2020 Commissioning Services	$ 700.00

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

F. Central Ave/Jack Cogswell Storage Building

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

Beacon Integrated	May 2020 Services	$ 551.26

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

G. School Master Plan Study

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

Dore & Whittier Architects	June 2020 Services	$ 11,422.58

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 9:28 PM.
The next PPBC meeting is scheduled for Monday, July 27, 2020 at 7:00 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.