

PERMANENT PUBLIC BUILDING COMMITTEE

TOWN OF NEEDHAM

MINUTES OF MEETING

Date: April 12, 2021	Time: 7:00 PM	Location: Zoom Cloud Meeting
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Attendance		
PPBC Members:	Present: Stuart Chandler, Richard Creem, George Kent, Roy Schifilliti Irwin Silverstein Absent: Natasha Espada, 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:	John Schlittler Carys Lustig	Police Chief, Public Safety Complex/FS2 Rep. DPW Director, Central Ave/JCogswell Storage Rep.
Other Attendees:	Keith Mercy Myles McDonough	Kaestle Boos Associates Consigli Construction
Minutes prepared by:	Kathryn Copley	Administrative Specialist

This meeting was posted on the Town web site on April 6, 2021 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](https://us02web.zoom.us/j/88414728107), 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 March 8, 2021 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 – 1 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

The Chestnut Street Phase 2 basement slab was completed, and steel erection is complete. Site utilities are ongoing. The sally port CMU walls are being completed.

The Fire Station 2 apparatus bay infill is complete. Mechanical, electrical, and plumbing work is ongoing on the main, upper and lower levels. Exterior brick work has started. The AVB main roof is complete.

The anticipated substantial completion dates are October/November 2021 for Fire Station 2 and January/February 2022 for completion of the Public Safety Complex currently remain the same.

Mr. Sargent reviewed the anticipated cost log and totals \$646,938.

Mr. Chandler made a motion that the Committee approve the following change order for eleven adds and two credits:

Consigli Construction	CO #27	\$ 55,669.00
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Mr. Silverstein 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:

Consigli Construction	Req. #27 March 2021	\$1,666,978.23
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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	March 2021 Services	\$ 17,930.80
Kaestle Boos Associates	March 2021 Services	\$ 1,468.94

Mr. Silverstein 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:

PODS	BX 3/26/21 – 4/25/21	\$ 114.99
PODS	CP 3/19/21 – 4/18/21	\$ 114.99
Milton CAT	Generator Rental Apr. 2021	\$ 2,612.50
Town of Needham	Police Details 3/5/21	\$ 178.00
Town of Needham	Police Details 3/9,10,11	\$ 934.50
Town of Needham	Police Details 3/16,18	\$ 534.00
Town of Westwood	Police Details 3/2,4	\$ 859.04
Town of Westwood	Police Details 3/8/21	\$ 429.52
Town of Westwood	Police Details 3/16/21	\$ 429.52
Norfolk Sheriff's Office	Police Details 3/17/21	\$ 206.00
UTS of Mass	Feb/Mar Materials testing FD2	\$ 2,505.00

UTS of Mass	Feb/Mar Materials testing PD	\$ 1,040.00
Rist-Frost-Shumway	Feb. Commissioning - PSC	\$ 1,609.00
Rist-Frost-Shumway	Mar. Commissioning - PSC	\$ 1,471.00
Rist-Frost-Shumway	Mar. Commissioning – FS2	\$ 2,640.00

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

Mr. Chandler indicated that the Finance Committee is not prepared to approve the request for \$1.7M in additional funds. They do not agree with the calculations and the basis for this is unknown. Currently the Finance Committee does not have a number in mind that they would be comfortable with. The \$1.7M figure was developed last summer with information available then. The PPBC voted at their last meeting to recommend \$1.7M to the Select Board to be included in the ATM warrant. It was felt that this amount would provide a sufficient contingency to enable completing the project.

Mr. Popper and Mr. Sargent, using updated information, have reviewed the financials and believe that the project could be completed with an additional \$1.35M without shutting any part of the work down. The run rate has been dropping. Adequate funding is needed to complete the project. If adequate funding is not obtained there may be a possibility of having to shut the Fire Station 2 project down, which would have an estimated additional cost of \$1.5M (demobilization, remobilization, tent, generator and modular building rental costs) above the funds needed to complete the remaining work on the project.

Mr. Chandler reported that the Finance Committee understood that there was a contingency balance at the beginning of the project for extraordinary things, that there was a contract signed to deliver the building as designed and there should be no change orders. Mr. Popper noted that there have been gaps between construction drawings and the actual implementation in the field during construction that continue to cause change orders needed for a fully functioning building in addition to identified owners needs and found conditions. It is understood that the Town owns the designer's errors and omissions.

Both the Finance Committee and Mr. Popper anticipate that the burn rate will go down. Mr. Mercy feels that the burn rate is going down and should continue to go down per month. The major issues have been identified. Mr. McDonough also anticipates that the burn rate will go down per month.

Covid19 and soil remediation costs were not anticipated and should be covered by the additional funds. Federal reimbursement for Covid related costs remains to be seen and may not be received before the anticipated end of the project.

There is concern that the article may get tabled at Town Meeting if the Finance Committee does not support the article. The Committee discussed reducing the recommended amount to come to a compromise that the Finance Committee would support. It is the Committees responsibility to make the best recommendations possible for the success of the project.

Mr. Kent recommended that the Committee reduce the additional funding request based on current information to a minimum of \$1.35M to provide sufficient contingency to finish the project. Mr. Creem seconded the motion.

Mr. Schifilliti proposed amending the motion from a minimum of \$1.35M to a minimum of \$1.4M. Mr. Silverstein seconded the motion to amend. The motion was then voted upon and approved unanimously - 6 yeas - 0 nays – 0 abstain.

The main motion was amended to a minimum of \$1.4M to provide sufficient contingency to finish the project. The motion was then voted upon and approved unanimously - 6 yeas - 0 nays – 0 abstain.

A FAQ sheet is being put together for Town Meeting. The FAQ sheet will be updated to reflect the reduction from \$1.7M to \$1.4M. The reason for the reduction is due to recognizing the reduction in the run rate and this amount has the best chance of success in completing the project on time while minimizing any chance of shutting down the project.

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

C. Central Ave Storage/Jack Cogswell Building Solar Update

Carys Lustig (DPW), Hank Haff and Steve Gentile (BDCD) attended the meeting.

Mr. Haff indicated that the Solar analysis done by Beacon Integrated Solutions outlined the best- and worst-case scenarios. The interconnection service agreement (ISA) has been received from Eversource and needs to be signed by Kate Fitzpatrick and returned by April 22nd in order to go forward. Mr. Haff is recommending that the Committee vote to recommend that the Town Manager sign the ISA. Ms. Fitzpatrick is willing to sign the agreement upon the recommendation of the Committee. This first step has no anticipated costs and no penalty to withdraw for 120 business days and can be cancelled at any time within that time period. This allows further discussion by the Town Chairs on financial and legal issues, as a final decision to go forward or not will not need to be made until October 13, 2021. After the ISA is signed the Town could apply for Net Metering and the SMART program for a fee of \$700. The 25-year net benefit analysis was redone, and the net metering equation has improved since the 2020 analysis. The impact of consolidating the RTS and Jack Cogswell site would also be factored into future decisions.

The second go/no go decision can be delayed until October 13, 2021. It would be possible to accelerate the project schedule if the second decision is made more rapidly. If a decision to go forward is made, then a payment to Eversource for detailed design would cost a total of \$18,872. Architect and engineering design costs would be an estimated additional \$34,100.

A third go/no go decision can be made once bids are in hand in early 2022. Construction costs would then be known allowing for an updated financial analysis of the project. The estimated construction cost is in the \$600,000 range and fees for Beacon Integrated Solutions would be \$5,000.

Mr. Silverstein made a motion that Committee recommends going forward with the Town Manager signing the ISA with the potential of connecting with Eversource and funding the \$700 fee to apply for the SMART program. Mr. Kent seconded the motion. The motion was then voted upon and approved unanimously - 5 yeas - 0 nays – 0 abstain.

Handouts: Solar update, schedule

D. Other Business

Rosemary Recreation Complex

Mike Retzky (BDCD) attended the meeting remotely.

Mr. Retzky reported that Weston & Sampson replaced the autofill probe wires and N&T Mechanical added the pressure reducing valve on the pool side. Additional shelving for the storage room is needed and being priced and estimated to be approximately \$12,000.

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

N&T Mechanical Contractors	Reducing pressure valve installation	\$ 5,994.00
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Weston & Sampson Eng.	Autofill probe wire replacement	\$ 1,500.00
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Mr. Kent seconded the motion. The motion was then voted upon and approved unanimously - 5 yeas - 0 nays – 0 abstain

Handouts: Agenda, invoices, Budget update

Emery Grover Study

CPC has come to a consensus on their path forward for funding. The Finance Committee wants to complete a long-term funding study to define the next project priorities and schedule for major capital projects. Dan Gutekanst feels that the Emery Grover building should be the next priority project. A Chairs meeting next week will discuss this issue to gain consensus on a recommendation prior to Town Meeting.

E. Adjournment

The meeting was adjourned at 8:40 PM.

The next PPBC meeting is scheduled for Monday, May 17, 2021 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.