PERMANENT PUBLIC BUILDING COMMITTEE

TOWN OF NEEDHAM

MINUTES OF MEETING

Date: February 7, 2022	Time: 7:00 PM	Location: Zoom Cloud Meeting

Attendance

PPBC Members:	Present: Stuart Chandler, Richard Creem, Lynne Deninger, George Kent, Roy Schifilliti, Irwin Silverstein Absent: Gene Voloshin	
BDCD Staff:	Hank Haff (Director) Ken Sargent (Sr. Project Manager)	
User Representatives:	Dennis Condon	Fire Chief, Public Safety Complex/FS2 Rep.
	John Schlittler	Police Chief, Public Safety Complex/FS2 Rep.
	Anne Gulati	School Finance Director, Emery Grover Rep.
	Michael Greis	School Committee, Emery Grover Rep.
Other Attendees:	Keith Mercy	Kaestle Boos Associates
	Myles McDonough	Consigli Construction
	Joel Bargmann	Bargmann Hendrie & Archetype
	Deborah Robinson	Bargmann Hendrie & Archetype
	Marianne Cooley	Select Board, NUARI
	Natasha Espada	Planning Board, NUARI
	Barry Dulong	Building Maintenance Div. Director
Minutes prepared by:	Kathryn Copley	Administrative Specialist

This meeting was posted on the Town web site on February 2, 2022, 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 January 10, 2022 PPBC meeting. Mr. Creem made a motion that the Committee approve the minutes as presented. Mr. Kent seconded the motion. The motion was then voted upon and approved 4 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 (Consigli) and Ken Sargent (BDCD) attended the meeting remotely.

Mr. Sargent reported on the progress of the project. The Phase 2 finishes are substantially complete. Punch list work is underway. The cell inspections by the Department of Public Health have been held up due to a missing toilet fixture. The fixture is anticipated to arrive any day. The police department could move in as scheduled without the detention area available. Whether they stayed at the Hillside site or moved into the new building, prisoners would continue to be taken to the Wellesley Police Department until the detention area is complete and inspected. The police department will make the decision. The move in date is scheduled for February 22 if the Temporary Certificate of Occupancy is issued on February 18th.

Furniture deliveries are underway. The plaza granite wall out front is not complete, which is delaying the paver work. The snow/ice on the ground is also delaying the granite installation and preparations for the paver work. It is anticipated that the Temporary Certificate of Occupancy can be issued without the plaza being complete. The final electrical and plumbing inspections are complete. The audio/visual equipment is being installed.

The Fire Station 2 back stair flooring work needs to be scheduled.

At the Hillside temporary Fire Station site, minor clean-up work will be done when the snow recedes.

Mr. Sargent reviewed the anticipated cost log (ACL) which totals $546,280. The current contingency balance is at $220,130 with one month to go on the project.

Mr. Chandler made a motion that the Committee approve the following change order for sixteen adds:

Consigli Construction	CO #37	$ 62,477.00

Mr. Schifilliti 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. #37 January 2022	$ 981,398.46

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	January 2022 Services	$ 13,524.27

Ms. Deninger 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:

PODS	BX 1/26/22 – 2/25/22	$ 114.99

PODS	CP 1/19/22 – 2/18/22	$	114.99
Needham Police	Details 10/19/21	$	192.00
Needham Police	Details 12/7, 12/6 & 12/8	$	953.00
Needham Police	Details 12/15 & 12/17	$	696.00
Needham Police	Details 1/19/22	$	240.00
Needham Police	Details 1/25, 1/26 & 1/27	$	1,152.00
UTS of Mass.	Materials Testing PSC	$	395.00
Rist Frost Shumway	Commissioning PSC	$	2,292.00
Rist Frost Shumway	Commissioning FS2	$	2,614.00

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:

HID Global	Fingerprinting Equip.	$	15,255.10
Ockers Company	Audio Visual Installation	$	2,850.00
Ockers Company	Audio Visual Installation	$	7,641.66
Ockers Company	Audio Visual Installation	$	4,437.50

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 invoice for payment:

W. B. Mason	6 Recliners	$	6,600.00

Mr. Silverstein 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

C. <u>Emery Grover Building Study</u>

Michael Greis (School Committee), Anne Gulati (School Finance Director), Joel Bargmann, Deborah Robinson (BH+A) and Hank Haff (BDCD) attended the meeting remotely.

Bargmann Hendrie & Archetype updated the Committee on the progress of the project. They have continued to conduct investigations at the Emery Grover and Hillside School sites. The design and layout of the Emery Grover Building are being solidified. The attic is being included as useable space. The layout was reviewed. There are currently 56 parking spaces that can be accommodated on the site. The requirement for the building is 102 parking spaces and cannot be met. A parking waiver will be needed. The existing non-conforming side setbacks will also require a waiver. There will be a total of six waivers needed. Net Zero ready considerations are being studied. A memorandum of Understanding (MOU) has been signed with Eversource to participate in the Mass Save -Major Renovation – Path1: Zero Net Energy/ Deep Energy Savings plan and associated rebates. The acoustical consultant is Acentech, Inc. and they will be reviewing the mechanical equipment for sound and vibration attenuation.

A design development cost estimate is anticipated to be complete for presentation at the May ATM for remaining design funds and construction funds. Construction documents will be ready by November for bidding. The construction contract is anticipated to be awarded in

December 2022. The updated cost estimate will be presented to the Committee in mid-March for Hillside late March for Emery Grover.

Minimal work will be done at the Hillside School to accommodate the School Administration department and will include installing sprinklers for fire protection and repairing or replacing the HVAC system. The link to the modular classrooms will be demolished and the building mothballed. It is anticipated that the Hillside portion of the project will go out to bid in late-March 2022 and bids will be received by the May ATM where construction funds will be requested. The School Administration will move over to Hillside in December 2022.

A series of presentations have been made to the Historic Commission, the Development Review Team, and the Community Preservation Committee. Upcoming presentations will be made to the Planning Board (informal), the School Committee and the PPBC.

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

Bargmann Hendrie & Archetype	October 2021 Services	$ 5,000.00
Bargmann Hendrie & Archetype	December 2021 Services Hillside	$ 10,687.50
Bargmann Hendrie & Archetype	December 2021 Services EG	$ 47,192.00

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

Documents: Presentation

D. <u>School Master Plan</u>

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

Dore & Whittier Arch	Dec. 2021 thru Jan. 2022 Services	$ 10,580.00

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

E. <u>NUARI Statement</u>

Ms. Cooley and Ms. Espada (NUARI) attended the meeting remotely. Mr. Chandler indicated that the Committee has been asked to review and state whether they support adopting the statement.

Ms. Cooley and Ms. Espada spoke to the background of the Needham Unite Against Racism Initiative (NUARI). It is a group chartered by the Select Board in the aftermath of the incident in Needham with Marvin Henry and in the aftermath of the death of George Floyd in Minneapolis. In a listening session with the community, a variety of citizens indicated they didn’t feel they fully belonged and participated in the community. The Select Board pledged to organize a group to discuss what a vision of racial equality would look like in Needham for people who live in, work in, or visit Needham. A vision statement was developed and committees in town are being asked to adopt or endorse the vision statement as a mission and goal for the Town going forward. It is also anticipated that the committees and boards would think about opportunities to incorporate the vision statement to improve diversity. To date twenty-five boards and committees have endorsed the vision statement and ten have yet to do so.

It was noted that it would be easy to endorse the statement, but that the difficult part would be how this committee could make changes. The Appointing Authority is responsible for filling vacant positions on the Committee. The Committee abides by Massachusetts procurement laws and regulations. The Town follows the Massachusetts DCAMM guidelines with percentage goals for minority and women owned businesses for the consultants and contractors. These MBE/WBE goals are monitored for all projects with state funding. The Americans with Disabilities Act (ADA) and Massachusetts Architectural Access Board (MAAB) guidelines on accessibility issues for each project. The Town has worked with Bargmann Hendrie + Archetype on several projects and they are a woman owned business. On the current Emery Grover project their team is a majority minority team when the subconsultants are included.

Ms. Deninger and Mr. Kent will meet to discuss the purview, charge, responsibilities, and context of the Committee and how it relates to the NUARI vision statement and bring it back for Committee discussion. The next steps would be for the Committee to discuss over the next few meetings, whether to endorse the vision statement and then develop an action plan on how it can make an impact.

F. Other Business

Mr. Haff reported that the Ridge Hill project is continuing as are meetings regarding the School Master Plan. He also indicated that there were several projects which may be upcoming for the Committee. They include RTU replacement discussions for Broadmeadow and Eliot schools, three school auditorium theatre, lights and sound replacements, the Pollard School locker room project and DPW master plan update. Mr. Kent requested that a list of the projects, schedules and estimated costs be distributed to the Committee.

G. Adjournment

The meeting was adjourned at 9:10 PM.
The next PPBC meeting is scheduled for Monday, February 28, 2022, 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.