PERMANENT PUBLIC BUILDING COMMITTEE

TOWN OF NEEDHAM

MINUTES OF MEETING

Date: September 26, 2022	Time: 7:30 PM	Location: Zoom Cloud

Attendance PPBC Members:	Present: Stuart Chandler, Richard Creem, George Kent, Gene Voloshin Absent: Lynne Deninger, Irwin Silverstein, Roy Schifilliti	
BDCD Staff:	Hank Haff (Director) Ken Sargent (Senior Project Manager)	
User Representatives:	Carys Lustig	DPW Director
	John Regan	Fleet Supervisor
	Michael Greis	School Committee, Emery Grover Rep.
	Anne Gulati	School Finance Director, Emery Grover Rep.
Other Attendees:	Peter Martini	Hill International, Inc.
	David Billings	Hill International, Inc.
Minutes prepared by:	Kathryn Copley	Administrative Specialist

This meeting was posted on the Town web site on September 1, 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 September 6, 2022 PPBC meeting. Mr. Chandler 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. Jack Cogswell Building

Carys Lustig, John Regan (DPW) and Hank Haff (BDCD) attended the meeting remotely.

Mr. Haff reported on the status of the project. A Certificate of Occupancywas received after the RTS lot consolidation was completed. The building was used by DPW staff during the COVID pandemic to comply with the CDC social distancing recommendations.. There is approximately $2.2M in unencumbered funds out of the original appropriation of $7.65M. Mr. Haff recommends that the Committee release the remaining unencumbered funds.

There is a minor amount encumbered for the consultant Beacon Integrated Solutions. They have a larger contract with the Town and can continue through that contract.

The DPW will oversee the solar installation in a Power Purchase Agreement (PPA) with Solect Energy. The remaining payment to Eversource for the Interconnection Services Agreement (ICA) will be hand delivered by October 3rd. The SMART Net Metering is locked in so the process needs to keep going forward.

Town Counsel has reviewed the updated regulation and indicated he is 99% sure that the project can proceed and that two solar facilities can be placed on the same site. The Dept. of Public Utilities has not released their pronouncement of the recently passed state law yet.

Mr. Creem made a motion that the Committee recommends that the Town release the remaining unencumbered funds for the construction of the Jack Cogswell Building.
Mr. Kent seconded the motion. The motion was then voted upon and approved unanimously – 6 yeas - 0 nays – 0 abstain.

Documents: Memo to PPBC

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

Michael Greis (School Committee), Anne Gulati (School Finance Director), Peter Martini, David Billings (Hill International), Hank Haff and Ken Sargent (BDCD) attended the meeting remotely.

The filed sub-contractor bids were received on September 23rd. The Committee reviewed the results. Overall, the sub bids came in slightly lower than anticipated. Some bids were higher, and some were lower than estimated. G.G.W. Inc. had submitted low bids in several filed sub bid categories, but they are restricted to themselves acting as the general contractor. If they are not the low bid for the general contractor, the next highest bids in those categories will be used by the other general contractors.

Both Alternates #1 for the battery backup and #2 for full brick repointing came in higher than estimated. Discissions on the alternates can be made later after receipt of the GC bids.

Hill International was pleasantly surprised with the bids. These bids were very competitive, prices seem to be stabilizing. There is still a risk in high numbers for steel and there is still volatility in the market.

GC bids are due on October 6th and will be reviewed by the PPBC at the October 11th meeting prior to STM on October 24th. The GC award is anticipated in early November after additional funding is approved by STM. (Note: on October 5th the general contractor bid opening was moved to October 7th)

The school department is preparing a Frequently Asked Questions (FAQ) sheet for the project for the town meeting members. A Chairs meeting is scheduled for the afternoon of October 11th where the results will be discussed. There is a finance committee meeting scheduled for October 12th.

Mr. Chandler made a motion that the Committee approve PSS #1 for Hill International, Inc.:

Hill International, Inc.	PSS #1	$ 16,385.75

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:

Bargmann Hendrie & Archetype	August 2022 Services EG	$ 50,993.95
Bargmann Hendrie & Archetype	August 2022 Services Hillside	$ 9,686.25

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:

Rist Frost Shumway	August 2022 Services	$ 1,411.00

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

Documents: Invoices, Filed Sub Bid spreadsheet, Updated Proprietary item list

D. Ridge Hill Demolition

Hank Haff (BDCD) attended the meeting remotely.

Mr. Haff reported on the project. The list of contractors that have taken out the bid documents was reviewed. The bids are due on September 29th and the results will be presented at the next meeting.

Mr. Chandler made a motion that the Committee approve PSS #1 for Dore & Whittier Architects.:

Dore & Whittier Architects	PSS #1	$ 3,200.00

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

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

Project Dog	Bid Hosting Services	$ 804.46

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

Documents: Invoices

E. Project Schedule update

Mr. Haff reported there are no changes in the schedules from the last review.

The School Theater Light & Sound Study briefing took place on September 22nd. Interviews can be done by a sub-committee of Ms. Gulati, LeeAnn Sutton and Mr. Haff or the PPBC can hold the interviews. This can be decided at the October 11th PPBC meeting. It is possible that the PPBC will award the contract at the October 25th meeting.

The Center at the Heights space utilization study was awarded to Bargmann Hendrie & Archetype. A kick-off meeting was held September 9th. It is anticipated that there will be a report of progress in late November.

The RTU Replacement project kick-off meeting was held with GGD. It is possible that there will be a report of progress in late November.

It is anticipated that RFQ's for the Library Space Utilization Study and the DPW Facilities Improvement Study will be available November 17th, with a walk-through on December 1st and qualifications due on December 29th. Interviews will be scheduled in January with either the full Committee or a sub-committee.

F. Adjournment

The meeting was adjourned at 8:39 PM.
The next PPBC meeting is scheduled for Tuesday, October 11, 2022, at 7:30 PM, as a Hybrid/Virtual Meeting at the PSAB Charles River Room and 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.