

PERMANENT PUBLIC BUILDING COMMITTEE

TOWN OF NEEDHAM

MINUTES OF MEETING

Date: September 11, 2017

Time: 7:30 PM

Location: Library

Attendance

PPBC Members: Present: George Kent, Stuart Chandler, Richard Creem, Natasha Espada, Irwin Silverstein, Gene Voloshin
Absent: Roy Schifilliti

PFDC Staff: Hank Haff (Sr. Project Manager)
Mike Retzky (Project Manager)
Steve Gentile (Project Manager)

User Representatives: John Schlittler Police Chief, Police/Fire Stations Rep.
Dennis Condon Fire Chief, Police/Fire Stations Rep.
Heidi Black School Committee, Hillside Rep.
Aaron Sicotte NHS Principal, H.S. Expansion Rep.
Susan Neckes School Committee, Hillside Rep.
Matt Toolan Park & Rec. Commissioner, Rosemary Rep.
Patty Carey Park & Recreation Director, Rosemary Rep.

Other Attendees: Kate Fitzpatrick Town Manager
David Davison Director of Finance
Michael Greis School Committee
Anne Gulati School Dept. Finance Director
Don Walter Dore & Whittier Architects
Michele Rogers Dore & Whittier Architects
Glenn Gollrad Dore & Whittier Architects
Tom Scarlata Bargmann Hendrie & Archetype

Minutes prepared by: Kathryn Copley Administrative Specialist

A. Approval of Minutes

The Committee reviewed the minutes from the August 21, 2017 PPBC meetings. Mr. Silverstein made a motion that the Committee approve the minutes. Mr. Creem seconded the motion. The motion was then voted upon and approved.

B. Public Safety Complex & Fire Station #2

John Schlittler (Police Chief) and Dennis Condon (Fire Chief) attended the meeting.

Mr. Gentile reported on the progress of the project. The final estimate numbers came in from the cost estimators. The final estimates will be presented at the Special Town Meeting in October for design development funds. The estimate for Design funds from Design Development thru Construction Administration stages for the project is \$3,750,000. This includes a fee of \$2,870,000 from Kaestle Boos Associates thru Bidding. The estimated

construction costs for Design Bid Build construction delivery method are \$62,963,000 and \$65,500,000 using Construction Management at Risk construction delivery method. Construction funds will be requested in fall of 2018 on an override ballot. The construction delivery method will need to be decided shortly after approval for proceeding into Design Development.

These estimates do not include the cost to upgrade a fiber backbone for the emergency communications system. The Town is working with RCN to determine what will be required. The current system for the Police, Fire and DPW has area of poor radio reception. It is desirable to have a new system that provides reliable communication by radio in both talk out and talk back. The study is looking at tower and antennae placement. There will be a design component and a construction component associated with the communication system, which is included in the budget estimates.

Mr. Kent made a motion that the Committee accept the Design Development thru Construction Documents estimate of \$3,750,000 to be submitted to the October STM for approval. Mr. Creem seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed an invoice from Kaestle Boos Associates in the amount of \$53,125.00 for services thru August 2017. The invoice was reviewed and approved by Mr. Gentile. Mr. Kent made a motion that the Committee approve the invoice for payment. Mr. Silverstein seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed an invoice from PM&C, LLC in the amount of \$10,000.00 for Cost Estimating services. The invoice was reviewed and approved by Mr. Gentile. Mr. Kent made a motion that the Committee approve the invoice for payment. Mr. Voloshin seconded the motion. The motion was then voted upon and approved unanimously.

Handouts: Agenda, estimate, invoices

C. High School Expansion

Heidi Black (School Committee), Aaron Sicotte (HS Principal), Don Walter, Michele Rogers and Glenn Gollrad (Dore & Whittier) attended the meeting.

A memo from Dan Gutekanst regarding the NHS project budget and scope update was sent to various Town Committees. The project cost estimate has increased from \$13.5 million to \$14.122 million (later adjusted to \$14.263 million). The Value Engineering process is ongoing with additional attempts to reduce costs, but it may not be possible to achieve all targeted savings.

The Construction Manager will be on site over the next few days looking at the underpinning of the 1930 building. If underpinning is not needed it may save \$220,000.

The goal is to get cost down as much as possible. It is possible that some of the scope may have to be deferred. The gym portion of the scope has increased project costs by approximately \$1 million, since the May Town Meeting.

The Committee reviewed an invoice from Dore & Whittier Architects in the amount of \$36,709.00 for services thru August 2017. The invoice was reviewed and approved by Mr. Haff. Mr. Kent made a motion that the Committee approve the invoice for payment. Mr. Sicotte seconded the motion. The motion was then voted upon and approved unanimously.

Handouts: 9/6/17 Memo on Budget & Scope

D. Full Day Kindergarten

Susan Neckes and Heidi Black (School Committee) attended the meeting.

Three responses were received on September 7th in response to the RFQ. They were from Dore & Whittier Architects Inc., Johnson Roberts Associates Inc. and Studio G Architects. Mr. Haff indicated that the firms could be either interviewed by the whole Committee or by a sub-committee made up of Ms. Espada, Ms. Neckes and himself. The sub-committee would interview the firms and come back to the Committee with a recommendation. The Committee agreed to the sub-committee approach.

Interviews will be set up for next week.

E. Hillside (Williams) Elementary School

Susan Neckes and Heidi Black (School Committee) attended the meeting.

The Committee reviewed PSS #21 from Dore & Whittier Architects for Technology Procurement in the amount of \$59,675.00. The PSS was reviewed and approved by Mr. Haff. Mr. Kent made a motion that the Committee approve the PSS. Ms. Black seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed an invoice from Dore & Whittier Architects in the amount of \$207,973.830 for services thru August 2017. The invoice was reviewed and approved by Mr. Haff. Mr. Kent made a motion that the Committee approve the invoice for payment. Mr. Creem seconded the motion. The motion was then voted upon and approved unanimously.

Mr. Haff reported that the project is out to bid. Four Addenda have been issued. The Filed Sub Bids are due this coming Wednesday, September 13th. The General Contractor bids are due on September 27th.

F. Rosemary Pool

Patty Carey (Park & Recreation Director), Matt Toolan (Park & Rec. Commissioner) and Tom Scarlata (BH+A) attended the meeting.

Mr. Retzky reported on the progress of the project. The Land & Water Conservation Fund has not replied and there is no change in status. This has not held up the project.

The existing pool demolition is complete. The Redi-Rock retaining wall installation along the access road to parking lot is ongoing. Dewatering system has been installed and is fully operational. The bulkhead wall is being placed with a target for completion by the end of the week. Excavation for the new building footing and foundation is ongoing. Placing of footings, foundation walls, damp proofing, masonry and backfilling work is ongoing.

An updated construction baseline schedule was received on September 4th and is being reviewed. It is anticipated that the pool ballast slabs will be in by October 25th so that the pool Gunite/shotcrete shell work can commence. At this time the Contractor is on schedule. Placement of the family pool ballast slabs is anticipated to start next Wednesday or Thursday.

The Committee reviewed CO #4 from G&R Construction in the amount of \$163,763.06 for eight adds and one credit. The items include the builders risk insurance, RAP redesign for the lake bulkhead wall and water main & sprinkler utility modifications. Mr. Kent made a motion that the Committee approve the change order. Mr. Toolan seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed Requisition #3 from G & R Construction in the amount of \$814,223.25 for work thru August 2017. This represents approximately 15% completion of the work. The requisition was reviewed and approved by Mr. Retzky and BH&A. Mr. Kent made a motion that the Committee approve the requisition for payment. Mr. Creem seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed an invoice from Bargmann Hendrie & Archetype in the amount of \$16,939.50 for services thru July 2017. The invoice was reviewed and approved by Mr. Retzky. Mr. Kent made a motion that the Committee approve the invoice for payment. Mr. Silverstein seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed PSS #9 from BH+A in the amount of \$66,600.00 for Miscellaneous Design Changes, Construction and Inspection Monitoring. The PSS was reviewed by Mr. Popper and Mr. Retzky. Mr. Kent made a motion that the Committee approve the PSS. Ms. Carey seconded the motion. The motion was then voted upon and approved unanimously.

The Committee reviewed an invoice from UTS of Massachusetts in the amount of \$3,115.32 for testing services. The invoice was reviewed and approved by Mr. Retzky. Mr. Kent made a motion that the Committee approve the invoice for payment. Ms. Espada seconded the motion. The motion was then voted upon and approved unanimously.

Handouts: Agenda, photos, budget update, CO#4, PSS#9, Pay App #3 cover page

G. Adjournment

The meeting was adjourned at 9:20 PM.

The next PPBC meeting will be on Monday, September 25, 2017 at 7:30 PM, at the Needham

Town Library, Community Room.

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.