

PERMANENT BUILDING COMMITTEE
Minutes – July 7, 2010

Present: Chair Michael Melnick, Co-Chair Elaine Jones, Craig Blake, Bill Braun, Bruce Ey, and Associates Gifford Perry and Frank Schimmoller. Also present: Green Committee members Mark Sevier and Robert Morrison.

The meeting was called to order at the Flynn Building at 7:30 p.m.

Minutes The minutes of June 3, 2010 were approved.

Design of Solar Electric and Solar Thermal Systems – Fairbank Community Center (ARRA Funded) The Permanent Building Committee, acting as the Designer Selection Committee, reviewed the qualifications received pursuant to its Request for Proposals for Designer Services in connection with solar projects at the Fairbank Community Center (FCC). These projects are funded under an Energy Efficiency and Conservation Block Grant (EECBG) with funds appropriated by the federal American Recovery and Reinvestment Act (ARRA) of 2009.

Three firms submitted proposals which were reviewed: Patrick Engineering, Inc., 312 Stuart St., Boston, MA 01226; BLW Engineers, Inc., 311 Great Rd., Littleton, MA 01460; Salamone & Associates, 3035 Whitney Ave., Hamden, CT 06518.

Salamone & Associates The firm was deemed to be non-responsive as there were no project timetable and no electronic copy provided. Additionally, the firm's relevant experience appeared to be limited.

Patrick Engineering, Inc. Patrick is a large national firm established in 1979 listing 190 employees. For the purposes of this project, the firm is teaming with Environmental Design Engineering, Inc. (EDE) of Waltham and with Diversified Consulting Engineers (DCE) of Salem, MA which appears to have the most related MA experience but which incorrectly claims photovoltaic work with solar panels at the Sudbury Police Station among its projects. Patrick suggests that the two Sudbury projects be combined into one.

The evaluation consensus was that Patrick's team experience is advantageous; however, it has no indicated experience with solar thermal. The team qualifications were also deemed to be advantageous, although less accessible to the project site. The work plan submitted was also satisfactory, demonstrating understanding of the project, and determined to be advantageous.

BLW Engineers, Inc. BLW is a small local engineering firm established in 1999 listing 18 employees. It has retained a structural consultant, Richmond So of Richmond So Engineers, Inc., state certified as a Minority Business Enterprise.

The evaluation consensus was that BLW's team experience is advantageous; however, it has limited experience with solar thermal. The team qualifications were also deemed to be advantageous, and accessible to the project site. The work plan submitted was also satisfactory, demonstrating understanding of the project, and determined to be advantageous.

Both Patrick Engineer and BLW Engineers received advantageous ratings in all categories.

Weighing all factors, it was unanimously voted to recommend award of contract to BLW Engineers, Inc. for the design of solar electric and solar thermal systems at the Fairbank Community Center, subject to successful price negotiation, for the following reasons: strength of experience with the Town of Sudbury, knowledge, and engineering expertise; particular systems experience with the Sudbury facility in which the projects are sited; past working experience and coordination with the Town; and proximity to the project.

A price proposal will be solicited for review at the next meeting which, subject to availability, may include meeting with BLW representatives.

Proposals with the exception of Salamone Associates are available in electronic format for public review.

Designer Services – Roof Study and Design The Permanent Building Committee, acting as the Designer Selection Committee, reviewed the qualifications received pursuant to its Request for Proposals for Designer Services in connection with the Roof Study & Design for Town and School Buildings.

Six firms submitted proposals which were reviewed: Salamone & Associates, 3035 Whitney Ave., Hamden, CT 06518; CBI Consulting, Inc., 250 Dorchester Av., Boston, MA 02127; Gale Associates, Inc., 163 Libbey Parkway, Weymouth, MA 02189-0004; Simpson Gumpertz & Heger, 41 Seyon St., Bldg. 1 Suite 500, Waltham, MA 02453; CSS Architects, Inc., 107 Audubon Rd., Bldg. 2, Suite 300, Wakefield, MA 01880.

Salamone & Associates The firm was deemed to be non-responsive as there were no project timetable and no electronic copy provided. Additionally, the firm's relevant experience appeared to be limited as there was no evidence of a roof study other than in connection with design.

CBI Consulting, Inc. CBI was established in 1990 and lists 25 employees. CBI has teamed with Roof Design and Inspection, Inc. (RD&I) of Dartmouth, MA which employs a Registered Roof Consultant (RRC), ATC Associates, Inc. as a hazardous materials consultant, and Project Management & Cost (PMC) as cost estimators. The team's qualifications were considered advantageous; however the team's relative experience is primarily related to evaluation for the purpose of design and construction of particular buildings.

Gale Associates, Inc. The firm was established in 1964 and lists 103 employees. The Registered Roof Consultant (RRC) is a staff member. While Gale's qualifications are advantageous, Gale's experience is vast but is primarily related to evaluation for the purpose of design and construction of particular buildings.

Simpson Gumpertz & Heger (SGH) Established in 1956, SGH is a large firm of 425. For the purpose of this project, it has teamed with Narian/Siani Mechanical Engineers. While the overall quality of the team is excellent, for the purpose of this project it is less advantageous because of the lack of a RRC. While SCH has vast experience it is primarily

related to evaluation for the purpose of design and construction of particular buildings. It was noted that the minimal schedule provided lacked milestones.

CSS Architects, Inc. CSS was established in 1980 and lists 7 employees. The firm has teamed with Roof Design & Inspections (RD&I) which employs a RRC, Roger Hobeika Associates for structural engineering, Shekar Associates, for mechanical and electrical engineering, Daedalus for estimating, and Thompson & Lichtner Company, Inc. as waterproofing consultants. The team qualifications were deemed to be excellent. While having some Master Planning experience, most of its work was related to evaluation for the purpose of design and construction of particular buildings.

Russo Barr Associates, Inc. The firm was established in 2002 and lists twelve employees including Registered Roof Consultants. Russo Barr has teamed with Peer Consultants, PC, (state certified MBE/WBE) for hazardous materials consultation. All three categories (related experience, team qualifications, and work plan) were regarded as highly advantageous.

Based on the above, it was unanimously voted to recommend award of contract for roofing studies for the Town and the Sudbury Public Schools to Russo Barr Associates, Inc. based on its strength of relative experience, knowledge and expertise, approach and understanding of the project, subject to successful price negotiation and reference checks; and further, pursuant to the RFP, further reserving the right to extend the contract to provide design, bidding, and construction period services for any recommended envelope repairs/replacement over a three-year period.

A price proposal will be solicited for review at the next meeting which, subject to availability, may include meeting with Russo Barr representatives. Reference checks will be pursued.

All proposals with the exception of Salamone Associates are available in electronic format for public review.

Noyes Solar Project An application by Mr. Sevier of the Green Committee has been approved in the amount of \$1,939 for the Noyes solar project under the Clean Energy Choice program.. A lengthy discussion took place concerning obtaining and/or expending additional funding from a potential rebate or other sources for the purpose of adding three additional solar panels. Based on the fact that the Town cannot expend funds it does not have, it was voted to increase the number of solar panels by two for a total of fourteen panels by means of a Change Order to the current contract with New England Breeze. The existing base contract of \$18,975 will be increased to approximately \$22,521, equal to the grant amount available utilizing \$1,607 in administrative funds and \$1,939 in additional grant funds approved. It is unknown as to whether the Town would be eligible for a rebate if application was made.

Hosmer House Air Conditioning Project Two bids were received for this project which was recently bid. The low bid in the amount of \$43,300 was submitted by Merrimack Valley Contractors. A project award recommendation will be forwarded to the Town Manager by the Historical Commission after its meeting.

After a brief discussion concerning the possible need for a fire suppression system and the need for insulation at the Hosmer House, the PBC strongly indicated its recommendation that the Historical Commission consider insulation of the attic.

Town Hall Vaults An engineering proposal has been received from BLW Engineers, Inc. in the amount of \$6,800 for design of a single HVAC system to serve both existing vaults. The Committee voted to recommend that the Town Clerk accept the proposal and proceed with the project. It was also recommended that a Purchase Order be generated for the fire suppression systems available under a State contract.

Mr. Melnick reported that the Town Clerk's grant application for a new vault was denied, but that the intention is to resubmit it in the fall.

Fairbank Re-roofing (Partial) Ms. Jones has prepared a draft of the bid documents and will forward it together with specifications provided by Mr. Scarlata to Mr. Perry who volunteered to coordinate the project with Mr. Kelly and Ms. Jones.

Fairbank Floor Tile Replacement Ms. Jones is in the process of bid document preparation for this project proposed by Park & Recreation under the Capital Budget for tile replacement in the main hallway and three classrooms. Mr. Scarlata has indicated that he will provide the appropriate specifications and wording relative to asbestos removal. It has been ascertained through testing that the mastic contains asbestos at levels well under the threshold which would require special treatment, but that the tile itself is asbestos containing.

DPW Wash Bay System Mr. Ey reported that the two suction lines have been tested and that one works. The other redundant suction line will not be replaced, but during the testing process it was determined that the entire wash system requires replacement. The total work is expected to cost under \$20,000, but if a suggested ozone generator is eliminated, the estimate would be about \$13,650. Ms. Jones will determine the bid requirements and advise accordingly. Mr. Ey will resolve the ozone generator need.

Meeting Schedule A meeting is scheduled for 7:30 p.m., Wednesday, July 14, 2010, mainly for the purpose of reviewing price proposals submitted for the roof study and solar projects. Representatives of BLW and Russo Barr will be queried as to their ability to attend for a brief meeting after the reviews.

There being no further business, the meeting was adjourned at 9:50 p.m.

Respectfully submitted,

Elaine L. Jones