

PERMANENT BUILDING COMMITTEE
Minutes – July 2, 2013

Present: Co-Chairs Michael Melnick and Elaine Jones, Craig Blake, Thomas Joyner, Gifford Perry and John Porter. Also present: Facilities Director James Kelly.

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

Minutes The minutes of the May 29, 2013 meeting were approved.

Police Headquarters Project The Committee reviewed the draft Request for Qualifications (RFQ) presented for discussion purposes. Architectural tasks to be performed relative to the final design of the Police Headquarters based on the Carell schematic design were defined for inclusion in the RFQ for services. Cost estimates will be required at 60%, 90%, and at the final completion of the construction documents. The completion date is set for the end of December, although if necessary there would be enough information to submit an article for construction for the 2014 ATM by the end of January should there be any delays. It was noted that there will be Conservation (wetlands and stormwater management), Design Review Board, Historic Districts, Board of Selectmen (site plan) hearings involved.

It is expected that the Architect chosen will be under agreement to commence work in September and that an Owner's Project Manager (OPM) will be hired in mid-August and will work through the design process. Both RFQs for architectural and OPM services will include Phase III also for construction bidding and construction administration, subject to funding.

Nixon MSBA Roof Project Mr. Melnick reported the discovery of a gymnasium steel column cracked near the top. Mr. Porter explained that the column could be fixed by means of a capped structural tube welded to the cracked column. The Committee voted to authorize the repair which is expected to be under \$10,000 with funds from the Article. An estimate and proposal will be solicited. A Change Order proposal has been requested from Silktown Roofing for replacement of the pyramid skylights in the new section with dome type skylights as an alternate to reglazing the pyramid skylights. Mr. Melnick explained that grids underneath skylights are now required (new construction) and would apply for replacement.

Natorium and Roof Project – Fairbank Mr. Kelly reported that the Punch List was in the process of creation and that there are currently a few operational issues which he expects to be resolved. The General Contractor has been paid all but the retainage.

Pool Façade and Roof Testing of the exterior insulation and finishing system (EIFS) located on the upper third of the Atkinson Pool section of the Fairbank complex has revealed that replacement is required as the insulation is no longer adhered due to adhesive failure. Additionally, pointing and caulking of the block needs to be done after scraping.

The Russo Barr report indicated roof replacement of this portion in 2013. It was noted that the decking is wood and would not necessarily show leakage. Mr. Kelly is exploring the possibility of using a metal roof with an overhang allowing the use of gutters.

Fairbank Complex Master Plan The Committee reviewed a draft RFQ for architectural services prepared by the Fairbank Task Force which it further edited. It was decided to state a fixed price of \$65,000 inclusive of costs. Proposal requirements will be added, together with other Designer Selection language.

Meeting Schedule The next meeting will be called by the Chairs and will include the Fairbank Center Complex Master Plan RFQ for discussion with designated representatives of the Fairbank Community Center Study Task Force.

Other Business Mr. Blake requested and the Committee concurred that notice of the passing of former PBC Secretary, Virginia Perkins, who is remembered with appreciation by the PBC be included in the minutes.

There being no further business, the meeting was adjourned at 10:15 p.m.

Respectfully submitted,

Elaine L. Jones, Co-Chair