

PERMANENT BUILDING COMMITTEE  
Minutes September 10, 2013

Present: Co-Chairs Michael Melnick and Elaine Jones, Craig Blake, William Braun, Gifford Perry, John Porter and Tom Joyner. Also present: Facilities Director James Kelly; Fairbank Task Force Representatives Jack Ryan, Sara Troiano, and Dick Williamson. Also present: Rick Johnson.

The meeting was called to order at 6:30 p.m. at the Senior Center.

Nixon MSBA Roof Project Mr. Kelly reported that Silktown Roofing has completed securing the fascia, a punch list item. He also reported that he has contacted several companies for quotations to correct the cracked caulking at the vertical contraction joints stating that there appear to be two caulking compounds utilized - silicone and urethane. Mr. Porter will provide Mr. Kelly with information on each. It was agreed that, although the window caulking throughout the building requires replacement also, it cannot be invoiced as part of the MSBA roof project. Rather, it should be considered at a future Town meeting for funding by the balance of Article funds not expended for the Nixon roof due to obtaining a favorable bid.

As to the interior column requiring welding, Mr. Porter and Mr. Kelly have been working with the welder on a solution. Mr. Melnick suggested that any work be performed on a Wednesday early release day.

Fairbank Community Center Complex - Master Plan Acting as the Designer Selection Committee, the Permanent Building Committee conducted the following interviews based on its August 20, 2013 review of proposals:

Bargmann Hendrie + Archetype, Inc. (BHA) Principal-in-Charge Thomas Scarlata introduced the BH+A team for the project: Chris Rotti, Project Manager; Joel Bargmann, Design Principal; Cindy Lee, LEED AP Green Design Coordinator; Darin Barr of Ballard\*King Associates (B\*K), Operational Planning Consultant, and the consulting engineers present. Mr. Scarlata listed the main components of the project: building and site assessment, programming, market analysis and conceptual design and cost and their interactions, noting that BH+A has excellent and relevant experience in projects of this type including theatrical, pre-school, recreation, senior and aquatic elements. Chris Rotti, Project Manager and day-to-day contact for the Master Plan project explained the evaluation process for the building involving but not limited to: required upgrades (safety codes) and upgrades which are discretionary; the effect of FEMA requirements on the project scope; roof condition keeping in mind the work performed by the Town; generator size; entrances; extensive accessibility requirements; pool air and water quality; and envelope performance. This building/site analysis informs all uses. Darin Barr of Ballard\*King Associates stated that his company has performed about 500 studies across the U.S. in twenty plus years and has worked with BH+A previously. He explained the process involved in the market analysis and how the information developed will be used to prepare business plans providing revenue and expenses per component and including a full accounting of staffing, maintenance, and future expenses. Joel Bargmann spoke about the programming and design process, illustrating experience on other projects that indicates 40% of programs can be

accommodated in multi-purpose rooms. Cindy Lee spoke about sustainable goals for the project which will allow a maximized available budget and a minimized operational cost and the potential of grant funds availability.

During the question and answer period it was ascertained:

- relative to the roof replacement prospect, a better sense will be obtained during the process and exploration of new building cost vs. use of the existing building;
- while B\*K has a recreation focus on many projects, almost all projects have senior components in both the arts and sports as the program areas are varied.

As for public input, it is believed that the schedule allows for input from all groups in a series of meetings and visits. BH+A has 25 yrs. plus of Senior Center programming experience which provides an underlying understanding. B\*K will customize the approach depending on goals using different types of surveys, meetings, etc. BH+A also knows what works from its community center experience in other communities across the U.S. and advised that balance is key. As to reconcile wants versus needs, cost was set forth as the ultimate deciding factor. The integration of groups to determine common elements is also effective.

Dore & Whittier (D&W) Principal in Charge Donald Walter introduced the D&W team: proposed Project Manager Architect C. Bradley Dore, Project Manager Jason Boone, and Lauren Livingston of The Sports Management Group, the operational planning consultant. Mr. Walter stated that together they have had years of national experience with community buy-in. The division of scope was presented with the programming component being crucial to defining any problems. It was noted that use of the building as an emergency shelter has specialized requirements. A baseline renovation cost will be established in addition to costs for the scenarios developed utilizing renovation and new construction components. An outside cost estimator is used.

Ms. Livingston explained national trends with boomers being the largest age component interacting with millennials and the need for multi-generational facilities with dedicated and shared space with flexibility. The existing conditions assessment process was presented, emphasizing the importance of understanding how spaces currently work. The market analysis will include a service provider inventory and potential fees and charges. Operating assumptions will be studied and a staffing plan developed identifying probable annual operating costs.

Several ideas for the community center complex including combinations of new and old and creation of a new building entirely were illustrated conceptually utilizing three dimensional visuals. It is intended to have workshops with user groups and the firm's methodology is to facilitate rather than conduct these broad viewing sessions. The work can be accomplished within the schedule but outreach should be tailored.

During the question and answer period, it was ascertained that The Sports Management Group also studies theater, arts, and educational programming and is not limited to recreation. In answer to a question, Brad Dore talked about his experiences with Newton North High School

and the very high cost of the project which in the end provided the client with the product it wanted.

OMR The OMR team was introduced: Managing Principal Martin Kretsch, Project Manager for Study and design Eric Johnson; Design Principle Leigh Sherwood; and operational consultant Robert Graves of ConsultEcon. Also present: Michael Rosenfeld.

The design of the Beede Swim & Fitness Center in Concord was used to illustrate a simple efficient, compact, and energy-efficient building and the use of daylighting, a hallmark of OMR's designs. OMR also designed Lincoln-Sudbury Regional High School.

OMR's collaborative approach was emphasized with the programmatic decisions vital to the project. The goals and values ascertained during the programming and outreach process form the text of the design. The market analysis also affects the programming. Some thoughts on the project were presented and illustrated involving: entrances and identities; expansion through vacancy; renovation with additions; demolition of school wing/creation of a link; mostly new construction but keeping the pool; and new construction with total demolition of the existing building. It was noted that any decision in regard to the roof replacement on the School wing would come later in the project.

Deliberation At the conclusion of the interviews the Permanent Building Committee and Fairbank Task Force Representatives discussed their impressions of each firm. It was noted that OMR's experience was related to single projects and not intergenerational community centers which is the focus of this project. Also, the operational planning element appeared not as strong as that of the other firms. D&W had an excellent program analysis and was skilled in community outreach. The illustrations and scenarios presented, however, appeared to be high budget options.

On the basis of BH+A's good sense of community, team, strong operational consultant, skill areas, process, and extensive experience, it was the unanimous decision of the Permanent Building Committee members, with the concurrence of Facilities Director Jim Kelly and the Task Force members, to recommend to the Town Manager that BH+A be awarded the \$70,000 contract for development of the Master Plan for the Fairbank Community Center Complex. The recommendation was based additionally on the following:

- Thorough knowledge of the Massachusetts State Building Code and regulations of the Architectural Barriers Board;
- Thorough knowledge of, and familiarity with, requirements of Chapter 579 of the Acts of 1980 (Omnibus Construction Act) for Public Construction and Chapter 193 of the Acts of 2004;
- Recent experience in the area of feasibility studies for senior centers and community recreational facilities including aquatic program elements (within last five years);
- Scope of services offered and their appropriateness to the needs of the Town;
- Recent experience and qualifications in projects similar in scope within the last five years;
- References;
- Ability to work with Town personnel and Committees;
- Ability to meet schedule given current workload;

- Identity and qualifications of the consultants who will work on the project, including the firm to conduct marketing analysis and prepare business plan;
- Qualifications of the key personnel to be assigned to the project;
- Time commitment of those key persons assigned to the project;
- Financial stability of the firm;
- Cost control experience;
- Achievements demonstrating design excellence;
- Demonstrated familiarity with the public bid construction process;
- Experience in green building design and sustainability.

Ms. Jones will send a letter of recommendation to the Town Manager for award of contract to facilitate an agenda request to the Board of Selectmen for approval of the Town Manager award of contract.

Mr. Rick Johnson posed a question to the group as to why there seemed to be an emphasis and urgency on the question concerning the school wing roof replacement. He stated his opinion that the condition of the roof does not present any urgency given the infra-red scan and the fact that it is not leaking.

Task Force member Jack Ryan explained that the Fairbank Community Center Task Force was tasked by the Board of Selectmen with determining through this study whether or not the school wing would be incorporated as part of the future community center, noting that the PBC has the expertise to make this judgment and the Task Force does not. The Master Plan will enable a decision to be made about keeping the structure. If we are keeping the structure then the Town will be asked to replace the roof.

There being no further business, the meeting was adjourned at 10:45 p.m.

Respectfully submitted,

Elaine L. Jones