

PERMANENT BUILDING COMMITTEE
Minutes – August 7, 2014

Present: Co-Chairs Michael Melnick and Elaine Jones, Craig Blake and John Porter. Also present: Facilities Director James Kelly; Owner's Project Manager Neil Joyce; Architect Gregory Carell.

The meeting was convened in the DPW Conference Room at 7:30 p.m.

Police Headquarters Project The Committee authorized Professional Services Supplements to the existing contracts with the Architect and the Owner's Project Manager for the bidding process.

Filed sub-bids opened on August 6 were found to be 3% higher than estimated. Mr. Carell and Mr. Joyce are continuing the process of reviewing the lowest bidders in each category. The filed sub-bidder list will be sent to the General Contractors on file as an addendum upon finalization of the review.

Outstanding items were discussed.

- Mr. Carell will check the status of the Advanced Building Code data for the grant application; NStar has been put in touch with the equipment manufacturer by RDK.
- The necessity of using a concrete pad to support the four thousand gallon concrete tight tank at the Police Headquarters is believed by Mr. Carell to be a function of ground water and buoyancy and a concern with the guarantee. It was noted that the Town (DPW) will be installing a similar concrete tank at the Fire Station without a hold down pad since buoyancy concerns do not seem to be a problem at the Fire Station location.
- The survey plan is incomplete at this time and is lacking two control points for layout of the building. The necessity of certification is to be discussed with Places Associates and the DPW Director.
- Fire rating of the electrical room: Mr. Carell will determine if the rating determination is to the floor or the ceiling below as there is a concern about the floor cavity and the decision may have an effect on issuance of the building permit. Mr. Carell will resolve if there is an issue.
- Mr. Carell will obtain RDK's response to the Commissioning Agent on the back check.
- Canopy: Only the current footings are in the bid documents. Mr. Carell will add the custom made canopy pergola design to be constructed of galvanized steel without the roof. It was noted that the Historic Districts Commission had approved the pergola version sketches and that there is no canopy kit available as once thought.
- The attic louver is unnecessary because the attic is insulated. Mr. Carell will review.

It was agreed to proceed with electronic processing of shop drawing submittals through Submittal Exchange which will provide a complete and accurate electronic record at the end of the project and save time during the process. The cost includes software training and equipment (scanner). The cost is \$4,500 for the OPM and \$5,000 for the Architect.

MSBA Nixon Project The OPM and Designer contracts are to be mailed on Monday.

Fairbank Roof Mr. Kelly informed the Committee that the bid will be for stripping the seams.

Meeting Schedule The next meeting will be called by the Chairs as necessary.

There being no further business, the meeting was adjourned at 10:30 p.m.

Respectfully submitted,

Elaine L. Jones