

PERMANENT BUILDING COMMITTEE
Minutes – March 13, 2014

Present: Co-Chairs Michael Melnick and Elaine Jones, William Braun, Gifford Perry, John Porter and Associate Member Bruce Ey. Also present: Facilities Director James Kelly, Police Chief Scott Nix.

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

Minutes The minutes of March 5, 2014 were approved as amended.

Police Headquarters Project Present: Architect Gregory Carell, Owner's Project Manager Neil Joyce.

Mr. Ey described the preliminary findings of his technical peer review of the site plan prepared by Places Associates, which were then discussed at length with Mr. Carell and Commission members. Much of the discussion comprised an effort to resolve the potential drainage problem created by the height of the exterior grade with respect to the level of the building floor and exterior wall at the northeast corner. The maximum elevation of the building is constrained by the slope of accessible walkways from the west side to the front door. The grade on the easterly side is also higher in the middle of the building than at either end, for purposes of drainage. It was suggested that the building could be raised by a minimum of 6" without affecting accessibility. The sallyport floor and ramp can most likely be pitched slightly more to accommodate the rise in floor elevation without affecting building accessibility in that location. Lowering the driveway on the east side will also be considered.

The energy code would require 4" of insulation when raising the foundation height above the floor level. While this would affect the outer walls in each room, a 4' insulated wall could be added to the interior face of the impacted outer walls to solve the problem. This wall would extend upward to the level of the window sills in those rooms with windows.

It is also desired to raise the easterly side windows so that they are not as low to the foundation. Mr. Carell noted that this may require smaller windows.

Curbing will be required on both sides of the access road to facilitate proper drainage. Mr. Kelly will discuss the type of curbing to be used with the DPW Director for plan inclusion. The three light poles located on the Sudbury Housing Authority (SHA) property portion of the access drive will be kept as is.

It was suggested to crown the curved road at the rear of the Fire Department and eliminate curbing at that location.

A determination will be made as to whether the general contractor or the DPW will construct the sidewalk adjacent to the access drive as a portion of the sidewalk will be located on SHA property.

Mr. Ey informed the group that the three stormwater treatment units can be downsized and that the manufacturer may determine the appropriate sizing if data is provided. He also noted that the cost estimated for the required manhole is too low based on his experience.

Mr. Ey will contact Mr. Murray and go over his review comments.

Mr. Joyce reported that 50% of the specifications and many drawings have been reviewed. Mr. Carell advised that he has not connected with all the Engineers as yet but will be scheduling a coordination meeting to make sure that there is cross coordination among the trades. Comments have been forwarded to the consultants for response to review comments and updating of plans and specifications as needed.

Mr. Carell expects to have a revised documents in two weeks based upon 100% completed documents; however, he informed the group that in actuality the documents will comprise a full solid 90% completion with some things yet to be completed. The PBC will be getting feedback on the consultants' comments to questions posed within one week

A proposed schedule was presented by Mr. Kelly and Mr. Joyce with the following target dates approved:

- March 13 – March 27 90% completion incorporates all current comments, value engineering, energy compliance, FFE, code narratives; budget review
- April 7 review complete, proceed to 100%
- April 15 plans and specifications 100% complete
- April 29 notice to Central Register for publication
- May 6 Central Register publication
- May 7 Plans available for bidders
- May 28 Filed sub-bids due
- June 4 General Contractor bids due

The Committee was in receipt of the recent Historic Districts Commission vote on the pediment issue and the front door. The latter was approved; however, the pediment issue vote was unclear and will be discussed with the Chairperson and/or Town Counsel.

In regard to the outbuildings, it was agreed that the canopy should be the priority. Mr. Carell advised that the base bid will include the drainage structure for the storage building. Conduits to both outbuildings will also be included in the base bid. The discussion will continue as to whether to include a foundation to the storage structure in the base bid.

Mr. Joyce is in the process of preparing an RFP for a Commissioning Agent. Several cost proposals have been received to prepare an updated construction cost estimate, with PM&C being the lowest cost at \$6,400. The firm comes highly recommended. Mr. Kelly advised that NStar is currently performing an envelope review at no cost.

Mr. Melnick noted that a meeting needs to be scheduled to finalize the landscape plan with the Design Review Board.

Fairbank Complex Master Plan It was agreed that the most appropriate time to schedule a meeting with BH+A would be when conceptual schemes are ready for presentation.

Meeting Schedule The Police Headquarters Public Forum will be held at the Town Hall on Tuesday, at 7 p.m. at which a power point presentation is intended to be shown. The next meeting will be called by the Co-Chairs as necessary.

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

Respectfully submitted,

Elaine L. Jones