

PERMANENT BUILDING COMMITTEE
Minutes - December 7, 2006

Present: Co-Chairs Bruce Ey and Elaine Jones, Craig Blake, Michael Melnick, Thomas Scarlata, and Frank Schimmoller.

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

Minutes The minutes of November 14, 2006 were approved. The minutes of July 12 and September 19, 2006, were tabled.

Curtis Middle School HVAC Modifications The PBC, acting as the Designer Selection Committee, compared the proposals of five firms who submitted proposals in response to the Request for Qualifications for engineering work involved in the intended HVAC modifications for the science rooms. After review and deliberation, BLW Engineers, Inc. was selected to perform the engineering, subject to price negotiations, because of its experience and familiarity with the building and its understanding of the project and the timetable for completion of the project. Two other firms, Cronis, Liston, Nangle & White, LLP and Norian/Siani Engineering, Inc., were selected as the second and third choices.

The decision to select BLW Engineers, Inc. was rendered on the following basis:

- experience and professional qualifications of the personnel assigned to the project;
- overall experience particularly related to similar projects;
- qualifications and experience of consultants who will work with the applicant on the project;
- ability to meet time commitment and schedule;
- past performance on Town projects, including good cost control record;
- ability to adequately staff the project through all phases;
- responsiveness to Request for Proposal and general familiarity with the project;
- experience with public sector bidding;
- financial stability of firm.

The decisions affecting the selection of the other firms included the following:

- Cronis, Liston, Nangle & White, LLP: has performed public work and seems to understand the project, although the Committee was somewhat puzzled in regard to the proposed May schedule, when most work in occupied schools is performed over the summer months.
- Norian/Siani Engineering, Inc.: its public work appeared to be in connection with boiler projects and less applicable;
- Hill-Engineers, Architects, Planners, Inc.: although it has performed public work, its location in Dalton is perceived as being too far from the subject site;
- DMC Engineering, Inc.: although it has performed public work, it listed one engineer, and failed to provide a schedule.

The Committee set an upset limit of \$20,000 for the engineering services connected with this project Study including reimbursable expenses and travel, but not including reproduction of bidding documents and plans. It is expected that the engineer will include in his work and evaluation of the original design and subsequent operation, as it is believed that the use of the preparation rooms has changed for the original design concept.

Mr. Melnick will solicit a price proposal from BLW Engineers, Inc. and schedule attendance at a meeting to be held on December 14, at which time the Committee to discuss the scope of the project. School Maintenance Director Joe Kupczewski will also be requested to attend.

School Projects Mr. Kupczewski has forwarded three proposals solicited from contractors to perform the intended upgrade to the Loring HVAC Energy Management System. This Proposal will provide internet access to the heating system. The Committee approved the proposal of Metric Electric, Inc. at \$14,890.

North Fire Station Project Mr. Melnick announced that the project has been successfully completed leaving \$100 in the budget.

Police Station Project Mr. Melnick distributed the final report submitted by Architect Gregory Carell. He reported that the concept for sewage disposal is to enlarge the existing Fire Station system. \$125,000 has been carried in the proposed project budget for the Owner's Project Manager and the services of a Clerk/Owner's Representative either provided by the OPM firm or hired independently. Ms. Jones will clarify that the amount of \$10,000 for relocation will include the moving of furnishings and files from the existing building. The Article for the 2007 Annual Town Meeting Warrant will be submitted by the Board of Selectmen. It is expected that the Police Chief will present a report at Town Meeting and that the PBC might also be requested to report. Reports should include the fact that the intended (relocated) road will meet the same standard width requirement of a Town road, and should include the number of sites investigated and ruled out in the process of determining the appropriate site for the station.

DPW Project In approving a bill for work on one of the Kanalfleckt in-line fans, it was noted that Alpha has met with the manufacturer concerning warranty issues. As far as known by the Committee, the Coffey balancing work was interrupted by the repair schedules for both the Kanalfleckt problem and Reznor Unit 6 which was not in operation. Mr. Ey has not yet had a response to his e-mails to Mr. MacRitchie.

The Committee has received a proposal for a Space Ray Radiant Heating System from Terry Condon of Heating Systems located in Shrewsbury. This proposal had been requested by Mr. MacRitchie and was based on 250,000 BTU/hr. in total (4 units). The cost to purchase and install as proposed is \$33,402. No action will be taken on this proposal at this time. The Committee is desirous of meeting with Mr. MacRitchie to discuss the ramifications of such a system on the present equipment and what benefits, other than possible energy efficiency over time, this system would provide, given the fact that ventilation is required by code and the fans would still be required for exhaust.

Once the office system has been successfully balanced, the operational tests involving use of the smoke tests will commence.

Meeting Schedule The next meeting is scheduled for December 14, 2006, for discussion of the Curtis HVAC project and a possible meeting with Mr. MacRitchie.

There being no further business, the meeting was adjourned at 9:30 p.m.

Respectfully submitted,

Elaine L. Jones