

PERMANENT BUILDING COMMITTEE
Minutes – October 21, 2015

Present: Co-Chairs Michael Melnick and Elaine Jones, Craig Blake, William Braun, and Joseph Sziabowski. Also present: Facilities Director James Kelly and Sudbury Historical Society representatives, Director Sally Hild, Ruth Griesel, and Peggy Fredrickson.

The meeting was called to order at the DPW Conference Room at 7:30 p.m.

Loring Parsonage Project Facilities Director Jim Kelly reported that while over twenty Designer RFQs were requested, only two firms responded: Garofalo Design Associates (GDA) and Spencer & Vogt Group. The group agreed on interviewing both firms at a meeting of November 28, at 8 p.m. and 9 p.m. respectively. A review of the proposals indicated that Spencer & Vogt has much more experience with projects of this nature. It was also noted that while GDA has not visited the Parsonage, they plan to do so this week.

Both firms will be requested to bring the project Structural Engineer for the interview as structural stabilization is a major factor in the repurposing/rehabilitation of the building for use as a Sudbury History Center and Museum. It was noted also that a portion of this work will be the focus of the first phase of construction within the State funding if feasible.

The format for the interviews will include a thirty-minute presentation period followed by a fifteen minute question and answer period after which the firm will leave and the Committee will have a fifteen minute discussion period. Upon conclusion of the interviews, a hiring recommendation will be made and the PBC will set a contractual not-to-exceed fee for the designer chosen in accordance with the Designer Selection requirements. The recommended designer will be notified and requested to provide the firm's design fee.

It was noted that no contract can be executed until the State has approved the method by which the funding will be transferred to the Town in writing and the funds are in hand.

At the conclusion of this portion of the meeting, the representatives of the Sudbury Historical Society left.

Police Headquarters Project It was reported by Mr. Braun and Mr. Kelly that Hutter is on schedule and responsive to issues. The goal is for a substantial completion date of November 1.

Nixon MSBA Project Mr. Blake reported that September 1 was the date of substantial completion. On October 30, a pull test on the caulking will take place being a requirement of the State designated Commissioning Agent. The punch list has been developed which includes adjusting the cafeteria door closure. Paving repair by the Town is necessary because the painting contractor spilled a large quantity of paint on the surface of the driveway and used paint thinner to remove. The DPW Director will provide an invoice to be paid by the painting contractor for the repair.

Town Hall Blue Ribbon Committee Mr. Sziabowski reported that the Committee is moving toward a recommendation to the Board of Selectmen to preserve the building as is which will include modernizing the Town Clerk's Office. A final report is being prepared.

Fairbank Master Plan The Task Force is attempting to reach a consensus of the additional scope which they would like BH+A to work on once funding is available so that a viable estimate of future costs can be determined. The Task Force is envisioning an Annual Town Meeting article for approximately \$2M for design fees which would include an additional gymnasium and pool added to the existing building. It

is believed that a cost estimate has been prepared for repair only. Mr. Kelly will verify that assumption with BH+A.

While the Task Force proceeds with the premise that the School Administration is not present in the building, the Permanent Building Committee believes it is vital to move the Administration to the Nixon School and necessary for the Task Force to support that position.

Originally, the Nixon as-built plan included a designated area which could be enlarged at a later time for School needs. To that end, Mr. Kelly has been in discussion with ARC, the Nixon architectural firm, and a schematic drawing of a 9,000 s.f. addition to the Nixon School was reviewed in connection with housing the SPS Administration. The Committee and Mr. Kelly discussed peripherally some of the effects on the original Nixon systems if this project moves forward.

Minutes The minutes of June 9 and September 17 were approved as amended.

Meeting Schedule The next meeting will take place on November 28.

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

Respectfully submitted,

Elaine L. Jones