

PERMANENT BUILDING COMMITTEE
MINUTES – March 5, 2018

Present: Co-Chairs Michael Melnick and Elaine Jones, Craig Blake, William Braun, Joseph Sziabowski and John Porter. Also present: James Kelly.

The meeting was opened at 7:30 p.m. in the Flynn Building, Silva Room.

Minutes The minutes of December 31, 2018, were approved. Mr. Braun also indicated his approval of the draft March 2 and May 8, 2017 minutes.

Fire Station No. 2 Project (Fire Chief John Whalen present)

Chief Whalen informed the group in answer to a question concerning equipment that the Fire Department was receiving a new ladder truck in the Fall and would also be getting a new engine and a third ambulance. Station No. 2 currently houses in its two bays, one older engine, a brush truck, a light tower and other equipment. He stressed the need for the new station to house more equipment given the increasing number of calls received for emergencies and the increasing need for outside assistance which is not always available. This situation will only be increased with the continued build out of new housing. Also, given the Rt. 20 widening, the new station would need to have two drive-through bays for fire trucks, plus one other bay.

Chief Whalen informed the group that, as Assistant Chief, he had been involved in all of the planning of the proposed station including visits to other stations and meetings with the Architect. He is in complete agreement with the building plan developed and the choice of shingle roofing and radiant floor heating in the apparatus bays at a projected cost of \$7.1M which would include temporary relocation and appropriate station equipment. That said, he noted that the Board of Selectmen and the Town Manager are not on board with the article going forward at the May Annual Town Meeting. It was noted that unfortunately there has been no opportunity to explain the project in detail to the Board and some members may be opposed to the article because of its cost. In consideration of the likelihood of the article not being presented in the Warrant, the Committee expressed its concern with postponing submission to a possible October Town Meeting or the next 2019 Annual Town Meeting and election with the predicted significant rise in construction costs for 2020 which could mean an increased funding request.

Given the situation, it was decided not to perform the value engineering of the current plans as intended at this time. Chief Whalen will contact Kaestle Boos Architects (KBA) to get the industry cost escalation prediction.

Town Hall Project In response to the Request for Proposals for Owner's Project Management services advertised in the Central Register, six proposals were received: Construction Monitoring Services, Inc. of Marlborough, MA; P3 of Norwell, MA; The Vertex Companies, Inc., Weymouth, MA; CBI Consulting, LLC of Boston, MA; Design Technique of Newburyport, MA; and NV5 of Watertown, MA.

Based on the review of the Proposals, Committee members agreed that all met the minimum qualifications and proceeded to evaluate the firms. After discussion, it was agreed, based on the Committee's review of firm experience and capabilities, to interview the three top-ranked firms in no particular order of qualifications, Vertex, NV5, and CMS. The firms will be notified that the interviews will take place on Wednesday, March 28. The format established consists of a twenty-minute presentation by each firm including introduction of the team members, followed by a ten-minute

question and answer opportunity after which the PBC would have a fifteen-minute discussion without the presence of the interviewee. The presentations will take place at 7 p.m. (Vertex), 8 p.m. (NV5), and 9 p.m. (CMS), the place to be determined and set forth in the letter to the firms.

Loring Parsonage Project Mr. Melnick reported that he had received some of the requested financial information from Architect Lynne Spencer relative to pending and potential billing on the Loring Parsonage project, enabling him to prepare a cost breakdown of the total project and determine a negotiating stance for the cost of items in contention. A letter sent to the Architect expressing solutions to outstanding costs for the past work to be shared by both the Architect and the Town was shared with the group. Once these issues have been settled, negotiations can proceed on the proposed architectural costs of \$68,000 for the continuation of the project bidding and construction administration phases based on completion of the design drawings with appropriate changes, recognizing that these changes may entail additional fees. At this time, it is believed that the shortfall in Sudbury Historical Society funding amounts to approximately \$20,000, some of which can be recovered by deletion of some of the planned items (lighting which can be purchased at a later time, for example). However, it was noted that the cost of a Project Manager will need to be included in the budget.

The group was informed that an opinion of Town Counsel shared with the SHS indicates that a 99-year lease to SHS would not allow for use of public funds for a private contractor to complete the proposed work. An opinion will be solicited from Town Counsel relative to use of private funds for the contracting of a portion of the Parsonage project and a determination of which portions of the 30-year lease would have to be changed for that to occur if legally feasible.

Fairbank Master Plan It was noted that a question has been raised by a member of the Council on Aging as to the origination of the \$1.9M requested in the Town Meeting article submitted. Mr. Kelly informed the group that he had, as Sudbury Facilities Director, provided that number based on a design portion of a \$25M project and informed the Committee that he would provide detailed information to the PBC.

Meeting Schedule The Town Hall OPM interview meeting will be posted for March 28, at 7 p.m. As necessary the next meeting date will be determined by the Chairs.

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

Respectfully submitted,

Elaine L. Jones, Co-Chair