

PERMANENT BUILDING COMMITTEE

Minutes – March 30, 2021

Present: Co-Chairs Michael Melnick and Elaine Jones, Craig Blake, Nancy Rubenstein, Jennifer Pincus, Anuraj Shah and John Kraemer. Also present: Combined Facilities Director William Barletta; Compass Project Management representatives, Project Principal Timothy Bonfatti, Project Executive Jeffrey D'Amico, and Project Manager Christopher Eberly.

The ZOOM meeting recorded for presentation on Sudbury TV hosted by Facilities Director William Barletta was called to order at 7:00 p.m. by Co-Chair Elaine Jones.

Minutes The minutes of February 18, 2021 were approved as amended.

Fairbank Community Center Project Compass Project Management (hereinafter "Compass") provided a presentation in regard to the Town's choices on development of the project under Chapter 149, Design-Bid-Build (D-B-B) and Chapter 149A, Construction Management at Risk (CM-R), noting the requirements and the distinctions between the two. Compass noted that the appropriate time for a decision is early in the design phase.

In regard to the survey services required for the project and expected to commence in late April or early May, the PBC Project Managers (Jennifer Pincus and Nancy Rubenstein) approved the solicitation for site survey services which included both a land survey and topography and utility mapping. Three proposals were obtained by Compass: Brennan Consulting, Guerriere & Halnon, Inc. and Samiotes Consultants, Inc. On the recommendation of Compass, it was voted to approve a contract with Samiotes Consultants, Inc. in the amount of \$15,000. Samiotes will be notified and provided with a contract document for execution.

In regard to geotechnical services which will commence in May and be ongoing throughout the project, Compass had conferred with the Inspector General's office regarding the appropriate procurement. To expedite the process, it was determined by the PBC Project Managers that the best approach for the Town would be to include the services under the Agreement with Compass.

Compass solicited and received proposals from four geotechnical firms: John Turner Consulting, Weston & Sampson, McPhail Associates, and GZA Environmental. Based on the proposals submitted and taking into account resumes, qualifications, past experience, price and scope of work, Compass recommended that the PBC approve the use of Weston and Sampson (W&S) as the geotechnical consultant throughout the project. It was therefore on motion voted to recommend to the Town Manager an Amendment to the Agreement for Project Management Services, Fairbank Community Center, to provide for inclusion of the Geotechnical Engineering firm Weston and Sampson as a sub-consultant to Compass Project Management, Inc. for geotechnical exploration and design support services, at the not to exceed sum of \$52,608 inclusive of the Compass markup. Costs incurred may be reduced if Town equipment is utilized to dig test pits. Work under this Amendment is expected to commence in May. It was noted that the Amendment does not include the Geotechnical construction administration on-site services which will be determined by the PBC at the appropriate time prior to construction.

Compass presented a draft Schedule and noted that programming will coincide with user group meetings throughout schematic design which is expected to commence in May.

A Project Budget Status Report was presented prepared with more specific allocations by Compass in the total amount of \$28,832,000, the appropriation voted by the Town as based on the ICON Architecture Feasibility Study. The specific detailing of the budget will be adjusted as costs are confirmed throughout.

Compass reported that it had done a preliminary review of the twelve designer proposals received and delivered to Committee members and provided the Committee with a review matrix of the firms and their consultants. To date, four firms had failed to acknowledge the addenda which contained the required contract and changes to the scope of services. As the acknowledgement was a requirement of submission, it was agreed that Compass would contact the firms directly as to receipt. Compass stated its intention to provide Committee members with a guide for evaluation of the services to be provided by the firms.

Schedule The next meeting will be held on Tuesday, April 6, 2021, at 7 p.m.

There being no further business for discussion, the meeting was adjourned at 10:58 p.m.

Respectfully submitted,

Elaine L. Jones