

## PERMANENT BUILDING COMMITTEE

Minutes – August 26, 2021

Present: Co-Chairs Michael Melnick and Elaine Jones, Craig Blake, Nancy Rubenstein, Jennifer Pincus, Combined Facilities Director William Barletta.

The ZOOM meeting hosted by Combined Facilities Director William Barletta was called to order at 6:30 p.m. by Co-Chair Elaine Jones.

Fairbank Community Center Project Present: Architects Joel Bargmann and David Spears (BH+A) and Project Manager Jeffrey D'Amico (Compass Project Management). No user group members were present.

Mr. D'Amico informed the PBC that as all trade costs have increased significantly several meetings have occurred with Staff and users to review the value engineering (VE) list, which has since been updated for further consideration based on the feedback (see document attached). Also, on August 19, BH+A completed a side-by-side comparison of space allocations with the Feasibility Study by ICON Architecture. With the reductions made by BH+A the comparison indicates that it is slightly under the ICON sizing in certain areas with other enlarged spaces (gymnasium) compensating. It was also noted that the ICON study was not inclusive of certain code required items which were included by BH+A in the comparison.

A concerted effort has been made by BH+A to reduce costs for the overall building by reducing corridor sizes and resizing the gymnasium to make it slightly smaller with other reductions in the building's size. Mr. Bargmann noted that the Chief's concern for not enough emergency use space in the gymnasium can be compensated as originally intended by use of other building rooms for such purpose.

Mr. D'Amico also informed the PBC that the resorted VE list includes new items that had not been previously reviewed with PBC and many of both the new and old items were not desired by the users but which, if implemented, will provide a path back to meeting the project budget. It was noted that this meeting is to present the list with decisions to occur at the PBC meeting of September 9.

Various savings mentioned and discussed (Section and item number if applicable):

- 2)22 Defer kitchen equipment to outside fundraising – Fire Chief needs operable kitchen for shelter
- 3)40, 41 Relocated elevator involves rear door elimination and switch to hydraulic system
- 3)60 HVAC savings for individual heat pumps in lieu of central heat pumps means loss of some individual functionality
- 2)26 Parking lot reduction – informative study requested incomplete at this time
- 4)21 Use of sports flooring rather than wood in the gym – Park and Recreation opposes
- Sprinkler necessity over the pool will be explored with the Fire Chief.

Mr. Bargmann indicated that there will be an updated estimate in October when the project is further along in design,

In regard to the requirement for a Commissioning Agent, the scope of services was discussed in general as to whether the services would involve the overall design or construction, but not both given the limited funds allocated. Mr. Bargmann stated his preference for the commissioning of the mechanical systems upon completion of design and specifications. Mr. D'Amico stated that Compass could hire the Agent at a 10% handling charge if so directed by the PBC. Compass could also provide a sample Commissioning Agent RFQ for the Town's use if requested by the Committee.

At the commencement of discussion involving the establishment of a Contractor Prequalification Committee required since 2004 under M.G.L. c.149 for projects over \$10,000, Mr. D'Amico stated that a minimum of 4 people (2 owner appointed, 1 OPM, 1 Arch) are required but that Compass generally recommends a larger group. It was noted that as part of the Prequalification, interested general contractors and primary subcontractors are required to submit qualifications through the means of an RFP and are rated using standard DCAMM forms in three separate categories: experience, finances, and references.

It was noted that application for Design Review and Site Plan process will likely take place in late September for October permitting.

Ms. Pincus raised the question as to the intent to hold a Public Forum in September. After discussion it was agreed that the better time frame would be at the end of October or early November when design documents are closer to completion but still open to revision.

Fire Station No. 2 Project It was noted that the OPM submittals are due on September 30. Ms. Jones will deliver the packages to members after the 3 p.m. opening. Mr. Blake has spoken with Kaestle Boos Architect Todd Costa who noted that while a little behind on the schedule, Project Architect Kevin Witzel will be available to present the Schematic design progress at the PBC meeting of Tuesday, September 14.

Town Hall Project It was noted that a meeting with the Town Manager will be held on September 14 at 2 p.m. with Mr. Barletta and Mr. Blake to discuss the Town Hall project inclusive of scope. Mr. Bargmann will provide plans for discussion.

Minutes The minutes of June 30 were approved as amended. The minutes of July 7 and August 12 will be presented for approval at the next meeting.

Meeting Schedule The next PBC meeting will take place on September 9, at 6:30 p.m. at which meeting the agenda will include the Fairbank Project with BH+A representatives to be present followed by the Fire Station OPM qualifications ranking. A meeting will be held on September 14, at 6:30 p.m. which will include discussion of both the Fairbank and Fire Station projects.

There being no further business, the meeting was adjourned at 7:55 p.m.

Respectfully submitted,

Elaine L. Jones