

PERMANENT BUILDING COMMITTEE
Minutes – April 28, 2022

Present: Chair Elaine Jones, Craig Blake, Jennifer Pincus, Anuraj Shah, and Mark Sevier.

The ZOOM meeting was called to order at 7 p.m. by Chair Elaine Jones.

Fairbank Community Center Project Present: Owner's Project Manager Christopher Eberly, Project Executive Jeffrey D'Amico, Compass Project Management.

Upon the request from Mr. Eberly, the Permanent Building Committee voted unanimously to approve advance payment to Eversource upon presentation of an invoice in the amount of \$4,820 to enable equipment to be ordered. It was also noted that Eversource would be providing one of the poles required and the General Contractor the other.

Mr. Eberly informed the Committee on other utility back charges relative to the project:

- the Sudbury Water District will waive these costs relative to the Town's Hudson Road water main
- the gas line provided by National Grid upon application by the contractor is expected to have little to no cost
- scope related to development of the connection to the Town's fiber/cable/internet service contained within the AV budget category will continue to be developed
- costs for both AV and gas are covered within the uncommitted utility budget balance.

Relative to the Water District's timing of the offsite work on Hudson Road, Mr. Blake noted that there will likely be a 6-month delay in obtaining the water pipe but there would be no water pressure problem with shutting down the pipe crossing the Fairbank site due to the strong water distribution network in the immediate area.

Relative to testing and inspection services to be provided during construction, out of four requests for proposals two responses were received. Yankee Engineering's proposal provided the best value to the Town based on the proposed unit prices for the items needed the most by Town during the construction process. The Committee voted unanimously to authorize Compass to contract with Yankee Engineering under its project management agreement for an amount not to exceed \$51,025 plus the Compass 10% markup.

In connection with the previous discussion of the need for a project schedule extension to the schedule originally established in the Feasibility Study, Compass provided a contract extension proposal for an additional three months extending project completion with the inclusion of landscaping to the Spring of 2024. After discussion the Committee voted unanimously in favor of the Compass Project Management contract extension in the amount of \$69,548. The additional expenses associated with the schedule extension will be funded from the Owner's Project Contingency.

As the Feasibility Study carried insurance within the construction cost category, the cost was not identified as a separate line item in the current project budget. Because of the Town's preference to utilize the Town's insurer to provide the Builder's Risk insurance for the project, the cost must now be added. Additionally, the use of wood construction, which was chosen as a project cost saving of approximately \$180,000, is expected to increase the cost of the Town's Builder's Risk insurance for this project. The Town's insurer's negotiations are ongoing. The Builder's Risk insurance quote

received from the Town's insurance carrier will be evaluated against the Builder's Risk insurance quote obtained by the selected contractor to determine which policy would be the most beneficial to the Town.

Compass reported that Compass's initially proposed onsite representative has left the company and Douglas Goddard has been chosen as her replacement for the Fairbank Community Center project.

Compass reported that the filed sub-bids received were largely on budget, but it is unpredictable as to the outcome of the general contractor bids to be received on May 4 given the supply chain issues pushing the market higher. It is expected that five bids will be received out of the seven general contractors prequalified.

Relative to the two Select Board articles on the agenda for the May Annual Town Meeting (Articles 22 and 23) and the Finance Committee's questions, Compass has prepared a response to the Finance Committee and is available to support the proponents at the Town Meeting. The Committee members expressed their desire that a Compass representative attend Town Meeting. As Mr. Eberly is available on Tuesday only, it was voted unanimously, that should the articles come up for presentation on Monday, to request the Town Moderator to take them out of order and have the presentations occur on Tuesday.

Relative to the Town Meeting Fairbank articles support discussion as expressed by Mr. Shah, the Committee voted unanimously to support Article 22 - Fairbank Community Center Audio-Visual Equipment and Article 23 – Fairbank Community Center Furniture, Fixtures and Equipment Funding based on the PBC's belief that these articles presented on the initiative of the Select Board are the best options available in order to produce the Community Center scope agreed upon by the Town Meeting and the user groups. This statement will be provided for presentation at the Town Meeting.

Fire Station No. 2, Boston Post Rd. Present: Fire Chief John Whalen, Kaestle Boos Architects Kevin Witzell and Todd Costa, and Construction Monitoring Services, Inc. Owner's Project Manager Neil Joyce.

Mr. Witzell informed the group that a 90% cost estimate increased the construction cost to \$3,814,551 compared to the previous \$3,135,000. This represents a \$910/ s.f. construction cost which reflects the relatively small project footprint in conjunction with the need to accommodate the future Phase 2 in the Phase 1 design. The increased estimated construction cost results in the need for a substantial increase to the present funding available. Mr. Costa explained that the project is compartmentalized with many small rooms and that with items like the emergency generator at \$100,000 the estimated cost per square foot is high as there is no potential for any economy of scale for the Phase 1 project.

As to design, Mr. Witzell noted that while the design is now about 98% complete, he is still working to address certain PBC concerns and other aspects including adjusting the fascia boards and roof edging, placement finalization for the roof top mechanical units and site elevations. The plans to date were presented and discussed. Ms. Jones requested metes and bounds information for the two proposed easements required from National Development to provide access to the new Fire Station.

Discussion related to the presentation of Annual Town Meeting Article 24 ensued. Chief Whalen will be presenting the rationale for the increase in the estimate requiring the supplemental appropriation of \$995,000 which will include funds for Builder's Risk insurance. Mr. Witzell, Mr. Joyce and Mr. Blake will meet to discuss points for potential consideration in the presentation and Mr. Witzell and Mr. Joyce will attend the Town Meeting.

Relative to the support of the article, the Committee unanimously voted the following wording to be presented at the Town Meeting under Article 24: It is the opinion of the Permanent Building Committee that the scope agreed by the previous Town Meeting vote presented on the initiative of the Fire Chief based on the needs of the Fire Department for the construction of the Fire Station No. 2 housing/living/office area has been met by the current design and the additional funding requested under Article 24 of the 2022 Annual Town Meeting is both necessary and appropriate for construction.

Appointment Matters It was on motion unanimously voted to recommend that the following four members be reappointed for three-year terms to the Permanent Building Committee by their respective Boards and Committee responsible for appointment:

Elaine Jones and Jennifer Pincus – Select Board

Anuraj Shah – School Committee

Craig Blake – Planning Board

Appropriate letters of recommendation will be provided as necessary.

Minutes It was on motion voted unanimously to approve the Minutes of February 24 and March 17, 2022 as written.

Meeting Schedule The next meeting is scheduled for May 12, at 7 p.m.

There being no further business, the meeting was adjourned at 9:54 p.m.

Respectfully submitted,

Elaine L. Jones, Chair