

PERMANENT BUILDING COMMITTEE

Minutes – June 14, 2022

Present: Chair Elaine Jones, Craig Blake, Jennifer Pincus, Anuraj Shah, and Mark Sevier. Also present: Combined Facilities Director Sandra Duran

The meeting was called to order at 7 p.m. after which introductions were made by the newly hired Combined Facilities Director Sandra Duran and PBC members present.

Fairbank Community Center Project Present: Compass Project Manager Christopher Eberly.

Mr. Eberly reported that in meetings with the Select Board on May 24 and May 31 attended by Mr. D'Amico and Ms. Pincus and himself, immediate contingency needs were discussed to alleviate the shortfall in the construction budget which he described in detail. Mr. Eberly noted that even with the \$100,000 funding from the Energy Committee, the remaining Friends funding of approximately \$119,000 (after design invoice payments), the ARPA waterline funding and the approved funding warrant articles, it was made clear to the Select Board that additional funds were needed to allow the project to move forward with appropriate contingency funds.

Accordingly at the Select Board meeting of May 31, finding that ARPA funding is appropriate for these needs, the Board voted (4-1) to designate up to \$1.6M to the Fairbank Community Center project. Mr. Eberly noted that with these funds, a project contingency of 4% (\$1,210,003) is available as needed. It was also noted that this budget includes the funding in full of the builder's risk policy expected to be obtained by the Town.

Discussion ensued as to whether the project will include management of the \$160,000 voted at the Annual Town Meeting to address pool filtration issues. Ms. Duran will review the potential inclusion in the BH+A budget as a specialty vendor would be required and scheduling coordination involving pool shutdown would be essential with Colantonio, Inc. It was noted that in development of the budget for the pool project, BH+A had been in consultation with the former Combined Facilities Director.

Mr. Eberly noted that with the Contract having been signed, the Notice to Proceed is now in process having worked with Colantonio in securing all necessary paperwork. The communication process is being set up, mobilization is expected mid-July, a plan is being worked on involving the occupied building including access, and meetings will be held with the Town departments also establishing communication with the user group representatives. The Colantonio Sr. Project Manager has been designated as Kim Joyce with whom Compass has worked during prior contracts. Ashley Gilmore will be the Project Manager for Colantonio working in concert with Superintendent Rocco Bolletier. The initial on-site Construction Manager will be Jerry McCarty followed by Doug Goddard in mid-August. Communications will involve the use of PROCORE.

Discussion continued relative to the \$300,612 single and only quotation available for Builder's Risk insurance which was 50% higher than that anticipated and must be paid in full upon commencement. The quotation is for a twenty-four month policy which the Committee believed to be appropriate, and includes requirements for security including fencing, lighting, and a surveillance system with appropriately located cameras. At the close of discussion, Compass

agreed to explore obtaining other quotations with the same requirements from Colantonio at the request of the Committee. FF&E and technology procurement is proceeding with BH+A prioritizing schedules for technology/audio-visual, kitchen equipment, and furnishings requiring lengthy lead time. Sudbury TV is also involved as wiring for its needs are involved in the construction process.

In order to avoid delays in decision making by the Committee, it was on motion voted that the authorization for the PBC Project Manager to approve Change Orders be increased from \$5,000 to \$10,000. With this authorization it is expected that the Project Manager will consult with the Combined Facilities Director and inform the PBC Chair. This process will also allow proceeding with the Change Order subject on a time and materials basis as may be necessary.

Compass informed the group that Eversource is working on paperwork relative to the rebate funding available.

Fire Station No. 2 Project PBC Project Manager Craig Blake informed the Committee that the Planning Board has conditionally approved the project. Most of the conditions were procedural. One condition imposed by the Planning Board was that the construction of the Fire Station addition would not result in any additional power poles being installed on the property. This condition is reflective of the Planning Board's initiative to reduce the number of utility poles along the Route 20 corridor. Should the final negotiations with Eversource result in the installation of an underground electrical service to the Fire Station being infeasible or not cost-effective, the Planning Board would consider an application for a waiver of this condition in the future to allow for an aboveground electrical service connection.

DPW Solar project No update is available at this time.

Minutes The minutes of April 28 and May 12, 2022 were approved as written.

Meeting Schedule While it is believed that monthly meetings would most likely be appropriate for the continuation of the projects, no meeting dates were selected. Therefore, the Chair will be responsible for calling the next meeting at an appropriate time.

There being no further business, the meeting was adjourned 8:47 p.m.

Respectfully submitted,

Elaine L. Jones, Chair