

PERMANENT BUILDING COMMITTEE  
Minutes – December 8, 2022

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

The meeting was called to order at 7:30 p.m.

Fire Station No. 2 Project Ms. Jones noted that a successful Groundbreaking Celebration was held on December 7, 2022 at 1 p.m. and expressed appreciation to all involved.

Relative to the project progression, Mr. Blake reported that the foundation and footings have been poured and the project is on schedule with no Change Orders to date. As of now there are no material supply issues.

In regard to the previously agreed upon sewer and storm drain connections to National Development's existing infrastructure, the piping for the two connections on National Development property will have to extend further toward the Town property than previously thought, as the stubs left by National Development were not as long as previously agreed. The extension of the Town's utility connections is not seen as a problem.

The Planning Board's Site Plan Approval condition that the electrical service to the new Fire Station be installed underground has required a modification to the design and the resulting scope construction change is being discussed with the contractor.

Temporary power to the site has been installed, enabling the heating of the contractor and OPM trailers on site.

Minutes It was on motion voted unanimously to approve the meeting minutes of November 10, 2022.

Fairbank Community Center Project Present: Compass Owner's Project Manager (OPM) Christopher Eberly and BH+A Architects Joel Bargmann and Thomas Scarlata. Compass Owner's Project Director Jeffrey D'Amico joined at 8:45 p.m.

The Combined Facilities Director Sandra Duran reported that the first big slab had been poured on the Senior portion to be followed by separate pours in the next week.

Compass OPM Christopher Eberly presented a general update relative to the construction progress noting that, in addition to the slab pour previously mentioned, the plumbing has been roughed in on the gymnasium side and the only remaining foundation elements to pour are the thickened slab footings. Haskell field lights are now installed and powered,. Signage alerting traffic to pedestrians has been provided by the DPW until the pedestrian signal can be installed, hopefully in the next four weeks. As to the schedule, remaining slab pours are scheduled to be completed by the end of the month, the steel is expected December 19 and the schedule forecasts that Compass presented in October are much closer to Colantonio's monthly schedule updates at this point, separated more or less by about one week. Additionally, the work currently being performed is actually a little ahead of schedule, so there may be some catching up in the schedule over the next month.

A brief diversion related to Compass' transition to using the Vertex name followed a question by Mr. Blake.

In connection with the issue of unforeseen soil conditions previously encountered, Colantonio has sent a letter in protest. Mr. Eberly explained the rationale for the intended parties' proposed agreement on a unit price of \$54.34 per cubic yard, which will be used for both the Construction Change Directive (CCD) issued to Colantonio for the deeper unsuitables and trash-laden soils as well as for the disputed amounts of soil. The unit cost was considered fair by both Compass and BH+A. On motion by Mr. Blake seconded by Ms. Jones, after discussion involving other potential elements to be factored in, it was voted to accept the recommended unit cost of \$54.34 related to the protest and CCD for unforeseen soil issues (3 aye, 1 abstention). Mr. Blake emphasized that while the Owner's Project Manager makes recommendations, the Town through the Permanent Building Committee is the voting entity. Also noted was that the PBC Project Manager has the authority to approve changes up to \$25,000 when expedient.

Other charges applied to the contract are: CP23, \$3,241.45 approved previously by Ms. Pincus for a low voltage second power pole; CP13 for elevator changes finalized to \$1,583.77 (\$1,500 estimated originally); CP12 for ADA ramp time and materials change of \$2,902.40. Potential change orders explained in detail by Mr. Eberly involve: 1) time and material charges for removal of an unforeseen mass of concrete buried outside the pool entry; 2) added foundation for cabinet housing related to electrical metering; 3) pre-inspection of the pool water leaks by a diver prior to the scheduled work in May; and 4) selective demolition phasing for new steel for entry overlap with the existing building.

Mr. Eberly informed the group that Weston & Sampson's diver inspection of the diving well pool system elements to determine the source of the continuing leakage will involve a camera with sound and video together with pressure testing which will identify the potential work required. This will allow appropriate planning in advance of the pool closure to clarify the fix when the planned draining occurs.

Following the presentation, it was on motion unanimously voted to approve Change Proposal 12 (CP12) ADA ramp and the revised CP13 elevator.

Mr. Eberly provided a breakdown of budget development relative to furniture, fixtures and equipment (FF&E) and audio-visual (AV) costs since the initial article resulting from the Feasibility Study in which they were severely underfunded. While stating that there has been no AV base scope change for each of the user groups other than the addition of some infrastructure, there are additional upgrades requested by the Senior Center that are not included in the AV budget. The technology budget is basically a placeholder and is under discussion with the SPS and Town IT Directors. The evolving scope under discussion includes wireless access points, network switches and telephone system integration. FF&E is being explored with more clarified prices and with consideration for reuse of existing furnishings. The front desks had been removed from the construction budget with the acceptance of a deduct bid alternate and placed within the FF&E budget. A placeholder for a much-reduced amount of \$50,000 has been added to the FF&E budget. Altogether the AV, Technology and FF&E budget explained in detail is now over the budget by about \$21,000.

As a side note, Mr. Eberly informed the group that the potential change order (PCO) log consisting of approximately 34 items totaling approximately \$593,000 appears to be going forward better on the construction itself, as the clarity gained on the soils protest costs has dropped it by \$167,000 in the latest forecast.

Mr. Bargmann presented the kitchen layout plans for a full-service commercial kitchen operation inclusive of emergency shelter and meals on wheels service. The layout included a stove with a large range hood, a full walk-in cooler allowing storage for bulk purchases, a storage room with space and infrastructure for an ice maker, and a commercial kitchen washing station with a high temperature, high-speed dishwasher. The purchase of the high-speed dishwasher allowing higher capacity service would increase the budget of \$171,060 by \$7,850. Ms. Duran stated her opinion that the high-speed dishwasher should be purchased. The Fire Chief has also requested the addition of a mobile convection steamer and mobile convection oven, as well as a mobile storage cart for serving warm foods in the multi-purpose room. These items, in addition to a separate ice maker, can be priced as alternates or funded later through other sources for an additional \$63,428 as priced by Colantonio's kitchen equipment vendor. It was noted that plug-ins for this equipment would be in place.

Mr. Blake summarized the options for consideration this evening:

- authorize \$242,338 consisting of the \$171,060 budget plus purchase of the \$7,850 hi-speed dishwasher and \$63,428 proposed for all other items, resulting in \$70,000 pulled from contingency;
- discuss the option of just providing the basic kitchen plus the purchase of a hi-speed dishwasher further with the user groups authorizing \$7,850 from the contingency for the hi-speed dishwasher.

Ms. Duran noted that the additional equipment could be deferred and purchased toward the end of construction if funds remain at that time. Mr. Eberly stressed the urgency of purchasing the cooler by the end of January due to the lead time needed to have it on time to install it, and noted that the equipment not included in the base budget has less lead time so the decision about buying it could be delayed for 1-3 months. However, Mr. Bargmann pointed out that the prices quoted could go up during that time. Mr. Eberly supported that, noting that bidding out the package would take 5-6 weeks, there are not many kitchen suppliers to compete for it, and stainless steel prices have risen 200% over the last year and are continuing to rise.

Based on the \$171,060 budget and the cost of the hi-speed dishwasher, in light of increasing supply and material costs affecting equipment, it was on motion voted unanimously to approve the food service package budget as a change proposal to Colantonio up to \$179,000, dependent upon the acceptance by the user groups and PBC Project Manager Jennifer Pincus.

Mr. Bargmann reported that the feedback from the user groups relative to furnishings included agreement on layout and types and allowed for some reuse of existing furnishings (chairs). While \$89,000 over budget a month ago, the decisions resulted in a new complete budget on target at \$494,000. The cost includes pre-school furniture on the recreation side. The pool viewing area was to be equipped with bleachers originally, but the room became larger in the new plan and can now be used as a program room with modular furniture. However, furnishing this room with new furniture brought the package \$30,000 over budget, so the \$494,000 budget

does not include procurement of that furniture at this time. He noted that some existing furniture (tables and chairs) can be reused. It was noted that furnishing this room does not preclude use of bleachers. The next step, hopefully before Christmas, is to get user group approval so the price can be locked in before the end of the year. The users will next proceed to choose colors and fabrics. Mr. Bargmann noted that the use of State contracts in contrast with bidding has proven beneficial as costs are available from the vendor.

As long as user groups approve of selections and the package remains within budget, it was agreed to proceed with furniture based on the budget proposed. It was therefore on motion unanimously voted to authorize BH+A to solicit quotations for furniture as proposed on 12/8/22 up to \$494,000 with the furniture to be purchased/supplied from the State bid list suppliers, subject to approval by the user groups.

COD Chair Kay Bell spoke as a citizen in regard to the AV system and assisted listening planning presentation which she believes was misinterpreted by the COA and also presented a brief explanation of the two technology systems available. She also expressed concern regarding potential issues with the possibility of the radio frequency in one room interfering with that in another nearby room. She was also concerned that the assisted listening technology needs to work with people having varying degrees of hearing loss and using different types of hearing aid devices. Mr. Eberly stated that since the original AV discussion in December 2021 with the user groups, the conduit and boxes are the only items within the GC's contractual obligation and it has not yet been established what type of technology will be used. The budget has been established for each room but contingency funds may not be available for changes. Mr. Bargmann stated he will give it a closer examination but costs may be prohibitive for switching to a different system. Ms. Bell noted that nothing has been included for the gymnasium and, in her opinion given the various uses of the space, it may need service. Ms. Duran assured that, with technology being easier to connect to, rooms can be outfitted appropriately with devices available to hand out to people attending who have differing hearing needs.

Discussion continued relative to the use of the \$100,000 State grant desired by the P&R Commission to be utilized for fencing and lighting at the basketball court at Fairbank. In that regard it was noted that the funding is not sufficient for both and will most likely require additional CPC or Free Cash funding. Though an application has been submitted to the CPC for \$200,000 (now reduced by \$100,000 due to the state funds), it would help the CPC in their review of the application if more accurate costs could be provided. Mr. Eberly informed the group that a change proposal for the fencing and lighting would be required from Colantonio and noted that the contract documents include the fencing design, though it was removed from the contract as an accepted deduct alternate, but the lighting was Value Engineered (VE) out before it was designed. Planning Board approval of the design would also need to be requested relative to the lighting. Therefore, it was unanimously voted to authorize Ms. Pincus to execute approval of a proposal from BH+A for lighting design at the basketball court at a price not to exceed \$5,000. Mr. Bargmann will expedite the proposal. It was thought that this could also be presented to the Energy Committee for funding, though Ms. Duran noted there are already a number of earmarked projects for that committee. Mr. Sevier noted that it would be best to wait for a design before doing so. Ms. Duran indicated it had not gone to Capital Planning for funding. Mr. Bargmann explained that even if additional funding is not approved for the

construction at this time, as the circuitry is already planned within the current contract, the lighting could be put in place at a time when funding becomes available.

ARPA Funding The Committee approved submission of a request to the Select Board to be drafted by Mr. Blake to retain within the projects the unspent ARPA funding related to the Fairbank waterline and the Fire Station project in general.

There being no further business the meeting was adjourned at 10:45 p.m.

The next meeting will be called by the Chairs.

Respectfully submitted,

Elaine L. Jones, Co-Chair