

PERMANENT BUILDING COMMITTEE

Minutes – January 10, 2023

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

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

The Committee recognized the passing of former member D. Bruce Langmuir who served on the Committee from 1978-1990 as an appointee of the School Committee. Mr. Langmuir, a Safety Engineer by profession, was instrumental in the Committee's work pertaining to energy savings in Town and School buildings over many years.

Fire Station No. 2 Project Present: Construction Monitoring Services Owner's Project Manager (OPM) Principal Neil Joyce and Assistant Project Manager Scott Lubker.

Mr. Blake turned the meeting over to Mr. Joyce for a status report on the project. Mr. Joyce reported that the progress was good with excavation and construction of the foundation complete, including installation of the utilities around the foundation perimeter plus all backfilling and the added frost control protection within the foundation. The next week's work is scheduled to include installing waste drain piping and electrical conduits to the exterior of the building before the interior floor slab being placed by the end of January, with wood framing scheduled thereafter. The project invoices submitted for payment to date total \$932,577 and represent 15.4% of the total estimated project cost.

Mr. Blake reported that preparation of the access and utility easement document relating to use of the National Development's entrance road for Fire Station access and sewer and stormwater infrastructure is still in discussion and he is expecting a draft document and negotiating terms from National Development shortly.

Fairbank Community Center Project Present: Compass Project Management Owner's Project Manager Christopher Eberly, BH+A Architects Joel Bargmann and Thomas Scarlata.

Mr. Eberly informed the group of the construction progress: construction of vertical elements; placement of cloth covering to keep the soil warm before the final slab pour expected on Saturday; installation of crossing signal at the first location; first delivery of steel erected at the multipurpose room; vertical elevator shaft constructed; and partial prefabricated wall erection. The next milestones will include the gym steel erection and completion of the underground electrical to allow placement of the transformer by Eversource.

Mr. Eberly also informed the Committee that, as a result of the recently discovered slight dimensional change from the original survey relative to the front setback of the building, an application will be made to the Zoning Board of Appeals (ZBA) for modification of the variance approval for the front setback in place.

In the absence of a formal December schedule update provided by Colantonio, Mr. Eberly presented a summary of the construction progress that has occurred also noting that the switchgear delivery is still on track for a June-July delivery.

Relative to potential change orders (PCOs), Mr. Eberly indicated that two items require approval of the PBC at this meeting: Change Proposal (CP) 1 for out of sequence work for the removal of the generator pad at the temporary Park&Rec entry for which the verified amounts were tracked, and CP 6 which was tracked on a time and materials basis for the waterline tap relocation. As all work was verified, these were both approved by a unanimous vote in the amount of \$11,597.95.

Relative to Bulletin 30R1, for out of sequence construction of a steel column on an existing foundation wall with a Construction Change Directive (CCD) proposed on a time and materials basis in the not to exceed amount of \$30,000 to allow the work to proceed, Mr. Eberly explained that during plan preparation for the phasing it was not identified that the column making up the end of the planned canopy at the new entry actually sits on the existing foundation at the Parks & Recreation Office rather than outside of it. Implementation of the work will affect the Office and require selective demolition, preparation of the existing foundation, and construction of a temporary wall requiring relocation of several items within the office, including removal of the window that the column sits within. Mr. Scarlata noted that the Park and Recreation personnel have been both understanding and cooperative and he also clarified that the new taller column is a sequence item required to accommodate the height of the new upper roofing. In response to Mr. Blake's questions, after Mr. Scarlata had clarified the reason for the request, Mr. Eberly explained that the column and anchor bolts for installation are within Colantonio's contract and the other costs for which the Town will be responsible were not covered with the phasing document issued. Mr. Shah clarified that the phasing document did not include that the building would be required to be opened up at this time. Time and materials expended on the work by Colantonio will be thoroughly verified by Compass. At the conclusion of discussion, Bulletin 30R1 for work on a time and materials basis at the Recreation Office was unanimously voted at the not to exceed amount of \$30,000.

Mr. Eberly informed the group that three additional tracking items have been added to the log involving adding lockers in Locker Room 3, an alternate more simplified design removing the curved section for the reception desks for pricing, and the potential small cost for alternate kitchen stainless steel fabricator affecting the wall panels below the range hood. Mr. Bargmann noted that both Parks and Recreation and the Seniors have been informed regarding the reception desks design changes due to pricing and are agreeable.

Mr. Eberly updated the group as to the owner-furnished equipment costs stating that the PBC had authorized \$494,000 for FF&E, leaving a separate budget allotment of \$10,000 for preschool furniture which has since been incorporated into the overall budget. However, there was an additional request that added \$13,774, so the PBC was asked to authorize the utilization of the previously budgeted \$10,000 for the preschool plus an additional \$5,000 to cover cost increases making the total amount \$509,000. This would enable BH+A to move forward towards receiving invoices for the furniture purchase.

Ms. Duran and Ms. Pincus informed the group that the BH+A has provided the users with the opportunity to look over various furnishings including utilizing chair sits in order to decide on the particulars and now are proceeding to determine fabric colors in a timely manner so as to make firm decisions in order to purchase the furniture package by the end of the month and

avoid cost escalation. Ms. Pincus stated that there are still Equipment costs which are projected at \$75,000 which have been zeroed out of the budget but still must be considered for purchase. These include food service items and wellness and gym equipment. Reuse of some of these existing items will be a consideration. It was noted that some of the equipment purchases can be procured at later dates, perhaps after fundraising.

Mr. Eberly mentioned that while some of the aforementioned equipment can certainly be procured at a later time, network switches required by the IT Department for the project cannot be delayed. He reported that, in discussion with the SPS and Town's IT Department, while over the original budget allotted, it was ultimately decided to purchase four switches and related components at a cost of \$35,921.36 for the Town plus one switch and related licensing at a cost of \$5,304 for SPS. The switches will be utilized for both camera and telephone systems in addition to computers. A vote is required in order to meet the needs of the Town and SPS in a timely manner given the 206-day lead time for Town's new equipment and 7-8 week procurement time for the SPS items. Confirming that there has been no scope creep, it was unanimously voted to recommend to the Town Manager to use project funding in the amount of \$5,310 for the SPS IT items and \$35,921.36 for the Town IT items.

Ms. Duran informed the group that, while there has been no final decision yet as to the placement of the security cameras required under the Town's Builder's Risk insurance, she believes that the pool roof is under consideration. The camera stands available donated to the project were handmade by the Compass Clerk of the Works.

Ms. Duran reported that she and Ms. Pincus met and shared documents with a group of stakeholders to provide clarity on the AV portion of the project. The funds allocated in the original budget with subsequent warrant article funding provided for the original concept which was designed to the MAAB/ADA standards. What is currently being explored is the design upgrades that are needed to allow universal access availability throughout the center and the costs associated with them. It was explained to the stakeholder group that the infrastructure for such enhanced capabilities, such as conduit location, blocking behind the walls, and appropriate placement of data drops, has been incorporated into the current design. Funding sources are being explored by the stakeholders to fill the funding gap with the goal being the ability to have the actual pricing for the group to fund raise in a timely fashion. The next step is to meet with the AV engineer, which is tentatively scheduled for Friday.

2022 Annual Town Report After clarifications and discussion, it was unanimously voted to accept the 2022 Town Report as amended.

Meeting Schedule The next meeting will be held on Thursday, February 9, at 7:30 p.m., unless otherwise clarified.

The meeting was adjourned at 9:07 p.m.

Respectfully submitted,

Elaine L. Jones