

PERMANENT BUILDING COMMITTEE

Minutes – October 4, 2023

Present: Co-Chair Elaine Jones, Co-Chair Craig Blake, Jennifer Pincus, Nancy Rubenstein and James Kelly. Also present: Combined Facilities Director Sandra Duran.

The meeting was called to order at 7:00 p.m.

Fairbank Community Center Present: OPM Christopher Eberly, Sr. Project Manager, Vertex, Inc. and Architect Thomas Scarlata, BH+A.

Mr. Eberly noted that although the building now has permanent power, there is a problem involving the timing of the National Grid gas service turn on. Informing the group of the current turnover date of December 14, which was provided by Colantonio without a commitment, he also updated the group about the various issues affecting the turnover. These include the utility company timing affecting critical path and thus affecting the work of the General Contractor potentially producing a delay request and possible associated costs. The Eversource delay alone has been 27 days and has delayed other portions of the work.

In response to Mr. Blake's question as to the state of the project before the furniture move, noting the Town is purchasing the furniture directly and not through the General Contractor, Mr. Eberly provided the context of transition planning and noted that the user groups are continually informed which Ms. Duran confirmed. Mr. Eberly noted that there are certain code requirements re network infrastructure, furniture moving and technology installation. The Building and Fire Department approval requires testing of the fire alarm system and this is planned around Dec. 4 prior to the furniture delivery. The elevator inspection by the State is also expected on December 4 at the end of the first moving week or the Town can choose to pay the installer to operate the elevator prior to the inspection. The scheduling for the move could also involve moving to the first floor first to allow additional time for the inspection. No schedule action is required at this time by the PBC.

Mr. Eberly informed the group that the budget provided for moving was initially \$45,000 but costs have significantly increased, noting that the pricing was based on expected but unknown quantities of items to be moved. A State contract process has been initiated and three pre-qualified bidders attended a walk-through. The process will involve purchase of packing boxes (possibly 850) for use by the building occupants, most likely three days on a time and materials basis for transporting the filled packing boxes and furnishings to be reused by two trucks to the SPS/Sr.Ctr. entrance and thence moving them to the appropriate rooms.

Discussion continued in regard to the disposal of the remaining items including the pool table with the following options: disposal alone or disposal including charitable donations and use by other Town departments. It is assumed that there is no monetary value to the surplus items for disposal/recycling and/or donations. Quantity of these items and the number of containers required will also affect the movers contract pricing. Technology relocation may also be an alternate. This will be finalized at a future meeting. Alternate 1 and Alternate 2 pricing costs for recycling were provided by Vertex.

Extensive discussion took place concerning the relative costs of repurposing and disposal with Mr. Blake stating his opinion that disposal would be cheaper than repurposing.

It is expected that if the pool table is not reused, an alternate cost will be developed for dumpster disposal.

Mr. Eberly informed the group that the intention for packing boxes is to order a partial amount first and then get the additional amount determined to be actually needed. After the move, the individual users will have the responsibility to decide what happens to the boxes and packing materials.

After extensive discussion and based on flexibility for decision making, it was on motion by Mr. Blake seconded by Ms. Jones unanimously voted to approve execution of a contract to Wakefield Moving & Storage, Inc. for moving and relocation services and existing building contents disposal up to \$69,235.

Wakefield will be requested to delay the alternates decision in favor of utilizing an Amendment or Amendments to the contract after the base contract has been executed.

Other Fairbank matters in process include future storage outside of the pool area for Park and Recreation purposes and the potential need for further dehumidification of the gym floor after the present process being carried out by the Town.

As the first bid result for AV procurement was over the pricing available, AV is going back out to bid November 1 with a mandatory walk through scheduled for October 18. A specimen contract for adaption will be included in the package and the bidding process will be handled by the Facilities Department. Ms. Pincus will send some edits for the RFP document to Mr. Scarlata.

Ms. Duran provided an update of the overall building progress being made inclusive of the Contractor's installation of the exterior basketball hoops along with lighting which were funded under a separate Town Meeting article.

DPW Roof Project Combined Facilities Director Sandra Duran informed the group that the design has been completed for the reshingling and EPDM replacement of the building's office and transition portion with a coating to be installed over the steep sloped metal garage roof which will also have the existing rivets tightened. Ms. Rubenstein suggested that the manufacturer be requested to meet with Ms. Duran at the time of the metal roof installation to inspect the rivets. PBC member Mr. Kelly, who was the Sudbury Facilities Director at the time of the original metal roof installation volunteered to attend the meeting with Ms. Duran . There is intended funding from the Energy Committee and after the roof work is complete a Power Purchase Agreement (PPA) will be signed with SOLECT for installation of solar panels.

Fire Station No. 2 Project PBC Project Manager Craig Blake informed the group that the Fire Station now has permanent power but the delay related to the generator tank may hold up the proposed completion date. The punchlist is expected to be developed on October 13.

Minutes Approval of the minutes of September 21, 2023, was postponed.

Meeting Schedule As Ms. Duran noted that she would not be available on the planned October 19 meeting date, the Committee and OPMs will be polled on availability for meeting on either Monday, October 16 or Wednesday, October 18.

There being no further business, the meeting was adjourned at 9:08 p.m.

Respectfully submitted,

Elaine L. Jones, Co-Chair