

PERMANENT BUILDING COMMITTEE

Minutes – March 27, 2024

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

The meeting was called to order at 3:00 p.m.

Fairbank Community Center Project: BH+A Architect Thomas Scarlata. OPM Chrisopher Eberly, Project Executive, Vertex, Inc. (joined meeting at 4:17 p.m.)

Mr. Blake informed the PBC that the meeting was called to discuss and vote on a time sensitive matter which involves procurement and installation of additional exterior hardware not included in the original bid. This would provide card readers for electronic access at 4 exterior doors and operable hardware at all other exterior doors, as the original design purposefully had no operable hardware on the exterior doors for security reasons as was standard practice.

Mr. Scarlata presented the detail of work involved including electrical programing and the exit doors to which it would be applied, stating that the additional work was requested by the Police Chief and is set forth in Change Proposal 143.

A motion to approve Change Proposal 143 in the amount of \$106,994.35 for the installation of door hardware for exterior doors as presented by BH+A dated March 25, 2024.was made by Ms. Pincus and seconded by Mr. Blake and presented for discussion.

It was noted that the original design was related to the standard practice and code requirements at the time and included cost considerations. Ms. Duran and the Chief have conferred on the present situation and the Chief has concurred with the new plan minimizing areas of control. Mr. Scarlata recommends that the work be performed.

Extensive discussion involved questions posed as to the advantage of going forward at this time with the present contractor as opposed to going forward with a public bid, and would doing so actually save money. Mr. Kelly also questioned whether the work could be performed at a different time rather than through a Change Order with the current contractor and also suggested that the non-electric hardware portion be procured separately if the plan was to continue through a Change Order.

After further discussion and a determination that the timing of going forward separately with the entire work with a different contractor expected to take approximately three months was not an issue, the Committee proceeded to vote unanimously not to approve Change Proposal 143.

At the close of discussion, Mr. Scarlata was directed to develop a bid package for the totality of the work. It was noted that the access control portion could be provided by a vendor on the State bid list.

There being no further business, the meeting was adjourned at 4:30 p.m.

Respectfully submitted,

Elaine L. Jones, Co-Chair  
Permanent Building Committe