

PERMANENT BUILDING COMMITTEE

Minutes – June 18, 2024

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

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

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

Mr. Eberly presented a construction update indicating that all the areas of building have been completed and turned over to the Town's control. The Committee was informed that the parking lot adjacent to the recreation side is now in use, the basketball surface is in the curing process, most of the planting has been done including the grass (but bulbs are still to be planted in the Fall), and the barn door installation will hopefully be scheduled soon. Acceptance of the lawn areas is in process with a punch list issued by BH+A to Colantonio. At this point the Town has issued a Temporary Certificate of Occupancy with the final to be issued by the Building Inspector when the roof line corrections at the gymnasium/pool area have been completed. Mr. Eberly also informed the Committee that the process for corrections for the water seepage which occurred at the kitchen and at Program Room 3 thresholds during the recent intense rainfall is in progress.

Mr. Eberly presented the budget status noting the following: all OPM and BH+A fees under contract are expected to be spent with a possible addition for the OPM work (discussed later with regards to the drainage project); placeholders were noted for the services of a Commissioning Agent and the final closeout site survey after completion of the drainage work. The potential items noted in the contingency are \$250,000 for the proposed drainage work being pursued by the Town under separate contract but within the project budget, and \$125,000 for acoustical issue resolution as may be required, in addition to a \$75,000 hold previously noted for this issue, as well as the remaining predicted PCO's from the GC. Mr. Eberly's conservative projection resulted in potential remaining contingency funds of \$240,000 from the \$900,000 Town Meeting article after all of this work is considered.

Discussion continued related to the acoustical issues at SPS and Parks and Recreation that have been identified and investigated extensively by BH+A and its acoustical designer. Mr. Scarlata advised that the corrections need to be staged around ongoing department operations, starting at SPS, and would have an impact on the cost to do the work. Ms. Duran also noted that the toilets in the Recreation area also are in need of additional insulation and are to be included.

After some discussion relative to confidence in the solutions as proposed and whether or not to consider hiring another estimator, it was agreed by all to proceed with the roadmap for procedures and restrictions to be developed by BH+A, and to reach out to only Colantonio for pricing and scheduling at this time, following that roadmap. Mr. Eberly pointed out that the General Conditions that Colantonio will likely propose will cause the costs to balloon. Noting that although the roadmap is complicated but the scheduling not critical and that there would be

many sub-trades required, it was concluded that the project should be made as cost effective as possible. It may also be a project requiring a bid under M.G.L. if Colantonio is not involved. It was also concluded that the issue of fiscal responsibility is under discussion and will be determined at a later date.

Relative to the drainage work to be performed at the building's center front by the Town through a competitive bid as designed by BH+A, the Vertex proposal for OPM services dated June 17, 2024 was reviewed and discussed. The proposal set forth the tasks which would be performed by a full-time construction site manager who would report to the Facilities Director at a cost of \$25,056 for four weeks expected to take place August 16 to September 11. Additional described scope tasks would be provided as requested on a time and materials basis with an upset limit of \$35,568. Mr. Eberly will remain as Project Manager.

Upon conclusion of the discussion, it was on motion by Mr. Blake, seconded by Ms. Pincus, unanimously voted that the PBC accept the Vertex proposal dated June 17, 2024, for oversight of the additional drainage project for a lump sum fee of \$25,056 as proposed. Other services required will be billed individually at the appropriate rates.

A draft of the construction drawings and specifications is under review, and if a final bid set is forthcoming the intention is to put it out to bid in July with the work to be performed during a four-week August/September period.

Membership Application Interview – Kay Bell, 348 Old Lancaster Road

Co-Chair Craig Blake began the interview by stating the Committee's appreciation for the application, which had been distributed to the members, and requesting her to describe why PBC membership was desired over, above, or in addition to the other committees to which she applied. Ms. Bell indicated that she expected to bring to the PBC table the perspective of end users in the projects, also to serve as an advisor and monitor relative to access requirements (ADA & MBAA rules and regulations) for addressing disabilities in the various projects. The Committee having reviewed Ms. Bell's application, credentials, and viewpoints proceeded to take a straw vote relative to a recommendation for appointment resulting in a tie vote with Mr. Blake and Ms. Pincus in favor and Ms. Jones and Mr. Kelly opposed. Ms. Duran expressed her opinion that she would approve her appointment given that Ms. Bell has training and experience which would be valuable for the various projects under her department. The Committee will request an opinion from Mr. Shah at its next meeting.

Asset Management Ms. Duran reported on the progress of the Facilities Assessment and Space Needs Analysis of Town buildings relative to the Town's project for Asset Management.

Atkinson Pool Project Ms. Duran reported that although the Proposal from Sorenson was a greater number than her target, it was responsive to the project and she will be finalizing it prior to the next PBC meeting. She is working on the timing of the various items for the pool building and intends to define them in three separate bid packages: pool repair including grouting and skimmer work; boiler, dehumidification and destratification equipment; and roofing, with roofing expected to be the first bid item as it is actively leaking. It was noted that the pool roof is expected to allow for solar array placement.

Other Facilities Projects Ms. Duran reported that a punch list has been developed for the completed Fire Station No. 3 roof. Relative to the DPW roof, the shingle work is still ongoing and a small leak discovered is being fixed. Exploration of the solar coating which will need to be applied to the metal roof is occurring including responsibility for solar panel clip installation.

Meeting Schedule Ms. Jones will contact Vertex and BH+A, Ms. Duran, and the PBC members in order to schedule the next meeting. A tour of the Boston Post Road Fire Station No. 2 will be set up by Mr. Blake.

Minutes The minutes of May 14 and May 23, 2024 were accepted by unanimous vote.

There being no further business, the meeting was adjourned at 10:15 p.m.

Respectfully submitted,

Elaine L. Jones, Co-Chair
Permanent Building Committee