PERMANENT PUBLIC BUILDING COMMITTEE

TOWN OF NEEDHAM

MINUTES OF MEETING

Date: August 22, 2022	Time: 7:30 PM	Location: Zoom Cloud Meeting

Attendance PPBC Members:	Present: Stuart Chandler, Richard Creem, George Kent, Roy Schifilliti, Irwin Silverstein Absent: Lynne Deninger, Gene Voloshin	
BDCD Staff:	Hank Haff (Director)	
User Representatives:	Michael Greis	School Committee, Emery Grover Rep.
	Barry Dulong	Building Maintenance Div. Director, Ridge Hill Rep
	Tim McDonald	Director of Health & Human Services, CATH Rep
Other Attendees:	Deborah Robinson	Bargmann Hendrie & Archetype
	Joel Bargmann	Bargmann Hendrie & Archetype
	Peter Martini	Hill International
	Doug Murray	Hill International
Minutes prepared by:	Kathryn Copley	Administrative Specialist

This meeting was posted on the Town web site on August 18, 2022, as a:

Virtual Meeting on Zoom Cloud Meetings

Meeting ID # 88414728107

https://us02web.zoom.us/j/88414728107

with the following instructions:
To view and participate in this virtual meeting on your computer, at the above date and time, go to www.zoom.us, click "Join a Meeting" and enter the Meeting ID: 884-1472-8107 Or join the meeting at link: https://us02web.zoom.us/j/88414728107

A. Approval of Minutes

The Committee reviewed the minutes from the August 8, 2022 PPBC meeting. Mr. Creem made a motion that the Committee approve the minutes as presented. Mr. Kent seconded the motion. The motion was then voted upon and approved 5 yeas - 0 nays – 0 abstain.

B. Emery Grover Building / Hillside

Michael Greis (School Committee Chair), Joel Bargmann, Deborah Robinson (BH+A), Barry Dulong (DPW), Peter Martini, Doug Murray (Hill International) and Hank Haff (BDCD) attended the meeting remotely.

Mr. Murray reported that the GC and FSB prequalification submissions were received on August 11th. The qualification packages were reviewed, and the references were checked.

There was only one submission for the elevator trade. It was readvertised and still only one elevator firm submitted on August 18th. This trade was not prequalified and will be bid as a regular filed sub bid. All the GC's were prequalified and all the filed subcontractors were prequalified except for one Miscellaneous & Ornamental Iron sub-contractor. The list of prequalified contractors was reviewed by the Committee.

Mr. Kent moved that the Committee formally accept the prequalified contractors on the list as presented. Mr. Creem seconded the motion. The motion was then voted upon and approved 6 yeas - 0 nays – 0 abstain.

Mr. Haff reviewed a list of proprietary items which includes StructureWare building management control system, Elkay water fountain/bottle filler, Sloan flushometer, Avigalon door controls, Hanwaha cameras, 2N door intercom and Extron room scheduler. These items are currently used in most other buildings in the town.

Ms. Deninger made a motion that the Committee approve the list of proprietary items as presented. Mr. Greis seconded the motion. The motion was then voted upon and approved 6 yeas - 0 nays – 0 abstain.

Mr. Chandler noted that a Chairs meeting was held on August 11th to discuss the updated cost estimate and warrant article for the October STM. The updated cost estimate is $4.455M higher and includes a 20% contingency. Several questions arose at the meeting. Should there be a pause in bidding? Should the contingency be reduced? What is the schedule? Should liquidated damages be removed?

The Committee discussed these issues. It was felt that delaying the bidding was risky and not a wise course of action. It was felt that prices would be higher in six months. It was felt that the contingency should remain the same at this time. If bids come in favorably the time to reduce the contingency can be done prior to the Special Town Meeting (STM)..

The question on whether to have liquidated damages was discussed. Liquidated damages have rarely been assessed. Mr. Haff will discuss whether to keep the language in the contract with a $0 value or remove the language completely with Town Counsel.

The bid documents will be ready for release on September 1st, filed sub bids will be due on September 21st and GC bids due back by October 6th for review by PPBC on October 11th, prior to STM on October 24th. The GC award is anticipated in early November.

Mr. Chandler made a motion that the Committee approve the following invoice for payment:

Hill International	July 2022 Services	$ 13,975.00

Mr. Kent seconded the motion. The motion was then voted upon and approved unanimously - 6 yeas - 0 nays – 0 abstain.

Documents: Agenda, Invoice, List of prequalified contractors, List of proprietary items

C. Jack Cogswell Building (other business)

Mr. Chandler made a motion that the Committee approve the following invoice for payment:

Greenman-Pedersen	Lot Consolidation Services	$	5,600.00

Ms. Deninger seconded the motion. The motion was then voted upon and approved unanimously - 5 yeas - 0 nays – 0 abstain.

D. RTU Replacement Project

Barry Dulong (DPW) and Hank Haff (BDCD) attended the meeting remotely.

Five responses were received on August 11th . The submissions were from B2Q Associates, Inc., BLW Engineers, Consulting Engineering Services, GGD Consulting Engineers, and NV5. The sub-committee of Mr. Kent, Mr. Haff, and Mr. Dulong reviewed the responses. The sub-committees interviewed three of the firms, BLW Engineers, Consulting Engineering Services and GGD Consulting Engineers earlier today. GGD Consulting Engineers received the highest score and is the firm recommended by the sub-committee.

Mr. Chandler made a motion that the Committee accept the sub-committee's recommendation and award the contract to GGD Consulting Engineers. Mr. Silverstein seconded the motion. The motion was then voted upon and approved unanimously - 6 yeas - 0 nays – 0 abstain.

E. CATH Space Utilization Study

Barry Dulong (DPW), Tim McDonald (Director of Health & Human Services) and Hank Haff (BDCD) attended the meeting remotely.

Three responses were received on August 11th. The submissions were from Abacus Architects, Bargmann Hendrie + Archetype and Gienapp Architects. The sub-committee of Mr. Silverstein, Mr. Haff, Mr. Dulong and Mr. McDonald reviewed the CATH Study responses. All three firms were invited for interviews earlier today by the sub-committee. Bargmann Hendrie & Archetype received the highest score and is the firm recommended by the sub-committee.

Mr. Chandler made a motion that the Committee accept the sub-committee's recommendation and award the contract to Bargmann Hendrie & Archetype. Mr. Silverstein seconded the motion. The motion was then voted upon and approved unanimously - 6 yeas - 0 nays – 0 abstain.

D. Climate Action Plan Committee Review

Mr. Haff reported that a Climate Action Plan Committee has been established. Their first meeting was on March 31st. The purpose of the Climate Action Plan Committee (CAPC) is to guide the Town in developing a plan that meets or exceeds the State's climate mitigation and resilience goals. The Committee will make recommendations to the Select Board on approval of a Climate Action Plan (CAP), and may be asked to continue to serve as an advisory committee to oversee the implementation of the CAP. Mr. Greis noted that Green Needham has been pushing to go forward with the Climate Action Plan development.

They are using the framework that has been developed by Wellesley. Sub-committees concentrating in several areas will be formed to allow input to the process from various stakeholders.

The CAPC will be asking for funds at the STM for a consultant to help with the process. Green Needham has offered to fund a Town wide Greenhouse Gas (GHG) inventory.

It was thought that perhaps the PPBC would like to be involved in the process and provide input. Some Members of the PPBC may want to volunteer to be a member of one of the Working Groups like the "Net Zero Buildings" or Climate Smart Zoning & Permitting" working group. It is hoped that the CAP will provide guidance on working towards Net Zero buildings for future PPBC projects.

The Town will be looking into Community Electric Aggregation opportunities.

E. Future Meetings

The Committee decided to hold the next meeting on September 6 remotely. The meeting on September 19 was moved to September 26 and that will be a remote meeting. The October 11th meeting will be held as a hybrid model with people in attendance and a remote option. The October 24 meeting has been moved to October 25 as a remote meeting, as the 24th is the date of the Special Town meeting.

F. Adjournment

The meeting was adjourned at 9:09 PM.
The next PPBC meeting is scheduled for Tuesday, September 6, 2022, at 7:30 PM, as a Virtual Meeting on Zoom Cloud Meetings.

These minutes are intended to convey the content of the discussions at the Committee meeting. If no comments are received by the next meeting, they will go to file as part of the permanent Committee record.