PERMANENT PUBLIC BUILDING COMMITTEE

TOWN OF NEEDHAM

MINUTES OF MEETING

Date: June 6, 2017	Time: 7:30 PM	Location: Town Hall

Attendance

PPBC Members:	Present: George Kent, Richard Creem, Natasha Espada, Irwin Silverstein Absent: Stuart Chandler, Roy Schifilliti, Gene Voloshin	
PFDC Staff:	Steve Popper (Director of Design and Construction) Hank Haff (Sr. Project Manager) Mike Retzky (Project Manager)	
User Representatives:	Aaron Sicotte	NHS Principal, H.S. Expansion Rep.
Other Attendees:	Don Walter	Dore & Whittier Architects
	Michele Rogers	Dore & Whittier Architects
	Glenn Gollrad	Dore & Whittier Architects
	Jason Boone	Dore & Whittier Architects
	Giovanna Chaisson	Dore & Whittier Architects
Minutes prepared by:	Kathryn Copley	Administrative Specialist

A. High School Expansion

Aaron Sicotte (HS Principal), Don Walter, Michele Rogers, Glenn Gollrad and Jason Boone (Dore & Whittier) attended the meeting.

Dore & Whittier had a meeting at the High School and reviewed progress sketches and the refined space needs with the Working Group. There will be another meeting with the Working Group on June 20th. They reviewed the spaces with the Committee. Several classrooms will be repurposed.

Cost estimates are expected in approximately eight weeks.

On May 25, 2017 three pre-qualified CMR companies submitted proposals for the High School Expansion. The companies were Colantonio, Inc., Commodore Builders, and Consigli Construction Co., Inc. Boston Building & Bridge Corp. pulled out of consideration and did not submit a proposal. The three companies were interviewed by the CMR sub-committee (Dan Gutekanst, George Kent, Steve Popper, Hank Haff and Don Walter) on May 31, 2017. All three companies were highly ranked. The Town has worked with two of them on previous projects. Consigli Construction indicated that they could complete the project over a five month period beginning in April 2018. This potentially could result in cost savings for the Town. They satisfied the sub-committee that they could get it done in one summer starting early on April 1, 2018. The sub-committee is recommending the selection of Consigli Construction as CMR.

Consigli Construction refers to these summer jobs as “Summer Slammers”. They have completed forty of these compressed summer projects. Dore & Whittier has worked with them before. Early release packages would be needed for site, foundation and steel work. The curtain wall alone has a six month lead time. Dore & Whittier indicated that they can meet this schedule. A start date of March 1, 2018 is being considered. The traffic flow for buses and student drop off and circulation in general needs to be worked out as the Webster Street entrance would be closed.

Consigli is a 350 person firm and they self-perform much of the work. They can work two shifts and perhaps can perform some of the work on Saturdays and/or Sundays.

Mr. Kent made a motion that the Committee go forward with Consigli Construction for CMR Services. Mr. Sicotte seconded the motion. The motion was then voted on and approved unanimously.

Dore & Whittier will share additional representations as the design goes forward.

Handouts: Agenda

B. High School Cafeteria Expansion

Aaron Sicotte (HS Principal) attended the meeting.

The General Contractor recently submitted the O&M manuals and as-built drawings for the project. The DCAMM evaluation forms for the designer, GC and sub-contractors have been completed and reviewed by Mr. Kent, Mr. Popper and Mr. Haff. The GC, Paul J. Rogan Co. received a score of 90. The sub-consultants scores were 90 for Veterans Development Co., the HVAC sub-contractor and 80 for the electrical contractor. The designer, Drummey Rosanne Anderson received a score of 3.8 out of 4. It was felt that the contract documents could have been tighter related to the existing conditions because DRA was the architect on the original project.

Mr. Kent made a motion that the Committee approve the DCAMM/DSB evaluations as recommended by Mr. Haff. Ms. Espada seconded the motion. The motion was then voted on and approved unanimously.

Handouts: None

C. Hillside Elementary School

Don Walter, Michele Rogers, Glenn Gollrad, Jason Boone and Giovanna Chaisson (Dore & Whittier) attended the meeting.

The Working Group has been reviewing and choosing interior colors and materials. Ms. Chaisson reviewed the interior design elements, color schemes and material for the Committee.

The playground will be funded by the project. This is a change from previous elementary school projects.

The 90% Construction Document submission will be sent to the MSBA on July 12th. The 90% CD submission documents will be posted prior to the PPBC meeting on July 10th including the cost estimates. The PPBC will be asked to approve those documents on July 10th. By the end of June and early July all permitting is expected to be complete. The pre-qualification submissions from GC's and FSB's are due on June 14th.

Daedalus Projects site representative, Bill Roche, has been reviewing the 60% CD submission and will be reviewing the 90% CD submissions. He will also be reviewing the pre-qualification submissions.

The pre-qualification process should be complete by July 6th with PPBC approval on July 10th. GC's and FSB's will be notified by July 14th with the bid documents available on August 9th. (Amended to August 16th)

The pre-qualification sub-committee includes Stuart Chandler, Don Walter, Hank Haff and the Daedalus site representative consultant. Daedalus will be working on organizing the documents and providing necessary reference checks. Mr. Kent will serve on the pre-qualification committee if a second member from the PPBC is required. (Confirmed)

Handouts: Agenda

D. Fuel Island Relocation & Upgrade

There is a proposal from the Town's Information Technology Department that they would like the security camera to be the same as the other equipment already used by the Town. It would be beneficial to have the compatible equipment that will conform to in place equipment. There was general acceptance by the Committee for this direction.

E. Public Safety Complex & Fire Station #2

An independent cost estimator will be brought on board the project. An RFQ is being developed and will be available on June 22nd. The responses are due on July 7th, the firms will be shortlisted at the July 10th meeting and interviews are anticipated to be held on July 21 by a sub-committee of three people. The sub-committee members will be Mr. Popper, Mr. Gentile and Irwin Silverstein.

F Adjournment

The meeting was adjourned at 9:45 PM.
The next PPBC meeting will be on Monday, June 26, 2017 at 7:30 PM, at the Town Hall, Great Plain Room.

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.