PERMANENT PUBLIC BUILDING COMMITTEE

TOWN OF NEEDHAM

MINUTES OF MEETING

Date: August 24, 2020	Time: 7:00 PM	Location: Zoom Cloud Meeting

Attendance

PPBC Members:	Present: Stuart Chandler, Richard Creem, George Kent, Irwin Silverstein, Gene Voloshin Absent: Natasha Espada, Roy Schifilliti	
BDCD Staff:	Steve Popper (Director of Design and Construction) Hank Haff (Sr. Project Manager) Ken Sargent (Sr. Project Manager) Mike Retzky (Project Manager) Steve Gentile (Project Manager)	
User Representatives:	Dennis Condon	Fire Chief, Public Safety Complex/FS2 Rep.
	John Schlittler	Police Chief, Public Safety Complex/FS2 Rep.
	Susan Neckes	School Committee, School Master Plan Rep.
	Anne Gulati	School Finance Director/School Master Plan & Emery Grover Study Rep.
Other Attendees:	Keith Mercy	Kaestle Boos Associates
	Myles McDonough	Consigli Construction
	Dan Gutekanst	School Superintendent
	Andrea Carter	School Committee
	Don Walter	Dore & Whittier Architects, Inc.
	Michele Rogers	Dore & Whittier Architects, Inc.
	Jason Boone	Dore & Whittier Architects, Inc.
Minutes prepared by:	Kathryn Copley	Administrative Specialist

This meeting was posted on the Town web site on August 20, 2020 as a:
Virtual Meeting on Zoom Cloud Meetings
Meeting ID # 88414728107
https://us02web.zoom.us/j/88414728107

with the following instructions:

To view 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 10, 2020 PPBC meeting. Mr. Kent made a motion that the Committee approve the minutes as presented. Mr. Silverstein seconded the motion. The motion was then voted upon and approved 5 yeas - 0 nays – 0 abstain.

B. Public Safety Complex & Fire Station 2

John Schlittler (Police Chief), Dennis Condon (Fire Chief), Keith Mercy (KBA), Myles McDonough (Consigli), Ken Sargent and Mike Retzky (BDCD) attended the meeting remotely.

Mr. Sargent gave an interim report on the project. The Temporary Certificate of Occupancy was received August 20th. The move from the old Fire HQ to the new Fire HQ started today and will finish up tomorrow. The move went slower than anticipated. The fire fighters are sleeping overnight in the new building. The switch over from the old dispatch equipment to the new communication system happened today and the transition went well. The 911 system changed over. Both Fire and Police are operating in the new dispatch rooms.

The DPW has asked that all antennas on the Birds Hill Tower be removed.

Work at FS2 is ongoing and it is thought that all foundation work will be completed by the end of this week. Steel delivery is anticipated to start the third week of September. Contaminated soils have been removed from the site. Ground water samples have been sent for testing. A risk assessment of what is needed going forward will be done. Some of the contaminated soil is under the foundation that was placed before the issue was discovered. The DEP may have requirements for this situation that determine what is the next step. This may include sub slab ventilation (either passive or active) but this will be determined thru the risk assessment. Contaminated soil that is being held in containers at the RTS is waiting to be delivered to a disposal site in New Hampshire. Final costs for the soil removal will be determined. Significantly more soil was removed than anticipated and clean soil will be needed to replace it. This will increase the soil removal costs by some $250,000.

The Committee expressed concern whether the project will have sufficient contingency to get thru to the May 2021 Annual Town Meeting at which time additional funds of $1.7M will be requested to cover costs for the unforeseen hazardous soil conditions, schedule delays, and to extend Covid19 costs through the end of the project. Mr. Popper indicated that an analysis was done and demonstrated that the current contingency could last thru the spring of 2021, despite the additional removal costs described above.

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

Grainger	Picnic Tables	$2,421.00
Milton CAT	Aug. 2020 Generator Rental	$2,612.50
OccuHealth	Water Testing FS1	$2,033.60
MA Dept of Fire Services	Boiler Inspection	$ 100.00

Mr. Kent seconded the motion. The motion was then voted upon and approved unanimously - 7 yeas - 0 nays – 0 abstain.

C. School Master Plan Study

Susan Neckes (School Committee), Anne Gulati (School Finance Director), Dan Gutekanst (School Superintendent), Andrea Carter (School Committee), Don Walter, Michele Rogers, Jason Boone (D&W) and Hank Haff (BDCD) attended the meeting remotely.

Dore & Whittier reviewed information on the two schools with the greatest needs. These are Mitchell Elementary School and Pollard Middle School. There will be some capital improvements needed at all schools being studied except the Sunita L. Williams School. Mitchell School has the greatest physical and educational needs. Pollard has many physical needs. The High Rock 6th Grade Center has educational needs due to overcrowding. Renovations to any building with construction costs over 30% of fair market value of the building, over a three-year period would trigger code compliance for Fire Protection, ADA and seismic requirements. Or if renovations exceed 50% of the existing area of a building this would also trigger comprehensive code compliance.

The final options include:

- Status Quo (leaving all students where they are with a rebuilt Mitchell with five sections per grade, an addition to High Rock and Add/Reno of Pollard) – The timeline would be from February 2021 thru September 2032 (139 months) and is estimated at a total current day cost of $234M ($310M when escalated thru 2032) and in addition capital improvement projects of $21.5M to maintain the buildings until full renovations are complete.

- Discontinue High Rock (5ES & one 6-8 MS), High Rock repurposed, Pollard Add/Reno for a grade 6 to 8 middle schools. Rebuild Mitchell as a 5 classrooms /grade level K-5 ES. – The timeline would be from February 2022 thru June 2025 (70 months) and is estimated at a total current day cost of $236M ($287M when escalated thru 2025) and also capital improvement projects of $1.5M.

- High Rock becomes an Elementary School (6ES & One 6-8MS) Mitchell rebuilt as a 3-classrooms /grade level ES, High Rock repurposed as a 3 classrooms /grade ES, Pollard Add/Reno as a 6-8 MS. – The timeline would be from February 2022 thru June 2025 (70 months) and is estimated at a total current day cost of $208M ($252M when escalated thru 2025) and also capital improvement projects of $1.5M.

- Two 5-8 Middle Schools (5ES & 2MS) – Newman and Pollard reconfigured for 5-8 Middle School, High Rock repurposed as K-4 ES, Mitchell rebuilt as 3 section K-4 ES, Other Elementary schools become K-4. – The timeline would be from February 2021 thru September 2031 (151 months) and is estimated at a total current day cost of $278M ($362M when escalated thru 2031) and also capital improvement projects of $26.8M.

Redistricting will be needed for a Mitchell School construction project if the High Rock School is used as swing space. Another option for swing space would be to place a modular school at DeFazio.

The complete draft report is anticipated to be done by the end of this week and will be presented to the School Committee in September. A public hearing is anticipated to be

scheduled for October and the final report with the preferred option is anticipated to be ready in October.
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D. School Ventilation Task Force

Mr. Haff and Mr. Gentile are working with the Building Maintenance Department to prepare the schools for the fall school opening. They have been assisting with recommissioning of all schools to bring the air exchanges and ventilation issues in line with current ASHRAE guidelines. A lengthy list of deficiencies is being addressed. The Eliot School had started the process last year with a commissioning agent and now all schools are being looked at and deficiencies addressed.

Mr. Gentile will act as the point person for any reported issues at the schools once they open.

The responsibility with these efforts rests with the Building Maintenance Department and the Building Design & Construction Department has been asked to assist. The Committee has no direct responsibility in the effort and is only being informed of the activities the BD&CD are doing in support of the effort to open the school in September.

The issues experienced in the schools highlights the concerns the Committee has previously expressed in building maintenance. A draft letter was developed in March of this year but because of the Covid 19 pandemic, the Building Maintenance and DPW directors felt the issue should be put on hold. The Committee would like to revisit the issue in September.

E. Mitchell School Modular Classrooms

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

New Era Technology	Door Access Reader	$ 5,730.00

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

F. Adjournment

The meeting was adjourned at 8:45 PM.
The next PPBC meeting is scheduled for Tuesday, September 8, 2020 at 7:00 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.