PERMANENT PUBLIC BUILDING COMMITTEE

TOWN OF NEEDHAM

MINUTES OF MEETING

Date: January 10, 2022	Time: 7:00 PM	Location: Zoom Cloud Meeting

Attendance

PPBC Members:	Present: Stuart Chandler, Richard Creem, Lynne Deninger, George Kent, Roy Schifilliti, Irwin Silverstein, Gene Voloshin Absent:	
BDCD Staff:	Hank Haff (Sr. Project Manager) Ken Sargent (Sr. Project Manager)	
User Representatives:	John Schlittler	Police Chief, Public Safety Complex/FS2 Rep.
	Dennis Condon	Fire Chief, Public Safety Complex/FS2 Rep.
	Aaron Pressman	School Committee, School Master Plan
	Anne Gulati	School Finance Director, School Master Plan
	Michael Greis	School Committee, Emery Grover Study Rep.
Other Attendees:	Keith Mercy	Kaestle Boos Associates
	Myles McDonough	Consigli Construction
	Don Walter	Dore & Whittier Architects
	Michele Rogers	Dore & Whittier Architects
	Jason Boone	Dore & Whittier Architects
	Barry Dulong	Building Maintenance Div. Director
Minutes prepared by:	Kathryn Copley	Administrative Specialist

This meeting was posted on the Town web site on January 5, 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 December 13, 2021 PPBC meeting. Mr. Kent made a motion that the Committee approve the minutes as presented. Mr. Creem seconded the motion. The motion was then voted upon and approved 7 yeas - 0 nays – 0 abstain.

B. Public Safety Complex & Fire Station 2

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

Mr. Sargent reported on the progress of the project.

The Phase 2 upper and lower levels are substantially complete. Work to complete lists are being prepared for the punch lists. Middle level ceiling installation is substantially complete. Mechanical, electrical, and plumbing finish work is substantially complete as is the flooring. The curbs are complete, and the sidewalks are substantially complete. The Plaza wall granite panels are delayed. Paver work will start soon. The roof edge is substantially complete.

The Fire Station 2 punch list work is substantially complete.

At the Hillside Temporary Station, the paving is complete. The guard rail and striping remain to be done.

The COVID Omicron variant has been affecting staffing levels in several of the trades since Christmas. Whole trades have been out for extended periods. This may affect substantial completion for the Public Safety Complex Phase 2. The substantial completion goal was February 8th with the move in date scheduled for February 14th. Mr. McDonough reported that on Christmas eve everyone was working. The following Monday three whole subcontractor crews were out due to COVID infections. There is a 100% mask mandate on site. Consigli will work to determine the extent of the delay.

Mr. Sargent reviewed the anticipated cost log (ACL) which totals $563,341. The current contingency balance is at $206,353 with one or two months to go on the project.

Mr. Chandler made a motion that the Committee approve the following change order for nine adds and two credits:

Consigli Construction	CO #36	$ 33,194.00

Mr. Schifilliti seconded the motion. The motion was then voted upon and approved unanimously - 9 yeas - 0 nays – 0 abstain.

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

Consigli Construction	Req. #36 December 2021	$1,689,897.05

Mr. Creem seconded the motion. The motion was then voted upon and approved unanimously - 9 yeas - 0 nays – 0 abstain.

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

Kaestle Boos Associates	December 2021 Services	$ 16,848.08

Mr. Kent seconded the motion. The motion was then voted upon and approved unanimously - 9 yeas - 0 nays – 0 abstain.

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

PODS	BX 12/26/21 – 1/25/22	$	114.99
PODS	CP 12/19/21 – 1/18/22	$	114.99
Needham Police	Details 9/28 & 9/30	$	532.00
UTS of Mass.	PSC Materials Testing	$	1,005.00
Rist Frost Shumway	Commissioning PSC	$	2,190.00
Rist Frost Shumway	Commissioning FS2	$	5,673.00

Mr. Kent seconded the motion. The motion was then voted upon and approved unanimously - 9 yeas - 0 nays – 0 abstain.

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

Ockers Company	Audio Visual Installation	$	3,350.00
Harbor Network	Onsite Courtesy Licenses	$	1,796.30
Harbor Network	Onsite Courtesy Licenses	$	512.22

Ms. Deninger seconded the motion. The motion was then voted upon and approved unanimously - 9 yeas - 0 nays – 0 abstain

Documents: Agenda, Req., CO, Invoices, Updated budget, Anticipated Cost Log, Consigli Dashboard, Photos

C. School Master Plan

Anne Gulati (School Finance Director), Don Walter, Michele Rogers, Jason Boone (Dore & Whittier), and Hank Haff (BDCD) attended the meeting remotely.

Dore & Whittier Architects gave an update on the School Master Plan schedule to take into consideration an adjustment of a one-year delay to allow the Town to review, engage public comment and select a preferred option of the four options presented.

The goals were to resolve capacity and facility issues at Mitchell Elementary School, resolve facility issues at Pollard Middle School and resolve capacity issues at High Rock School. Another goal was to try and lower the financial investment in upfront costs to the Town, keeping the town within the desired debt limits.

The MSBA building process timeline was reviewed. Based on the Sunita L. Williams School, it would take 4.5 years between submitting a Statement of Interest (SOI) to the start of construction, with another 2 years until project completion. There is no guarantee of MSBA participation on any project. Updated Master Plan sequences and timelines with cost estimates were reviewed. D&W utilized updated enrollment data from McKibben to forecast capacity at the elementary and middle school levels. Graphs indicate a slight COVID dip in enrollment with a leveling out of enrollment through 2035.

The revised Master Plan Sequences with Cost Estimates are:

- Aa. Status Quo - Mitchell as 1st MSBA project and Pollard as 2nd MSBA project (leaving all students where they are with a rebuilt Mitchell with five sections per grade with temporary modular classrooms at DeFazio, an addition to High Rock (3rd MSBA project) and Add/Reno of Pollard) – The timeline would be from April 2023 thru September 2046 (23.5 years to complete) and is estimated at a total projected cost of $391.3M and in addition capital improvement projects of $25.1M to maintain the buildings until full renovations are complete.

- E. Status Quo - Mitchell as 1st MSBA project (relocating students to temporary modular classrooms at DeFazio and building a 4-section Mitchell) and Pollard as 2nd MSBA project (leaving all students in the school during the phased add/reno project), an addition to High Rock (3rd MSBA project with student remaining on site but strategic land acquisition would limit impact on playing fields), and a six classroom addition to the Eliot School. – The timeline would be from April 2023 thru September 2053 (30 years to complete) and is estimated at a total projected cost of $392.3M and in addition capital improvement projects of $25.1M to maintain the buildings until full renovations are complete.

- C1a. Pollard as 1st MSBA project with CM@R, and Mitchell as 2nd MSBA project - 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, and Pollard Add/Reno as a 6-8 MS. – The timeline would be from April 2023 thru September 2035 (13 years to complete) and is estimated at a total projected cost of $327.0M and capital improvement projects of $16.2M.

- C2a. was removed

- D1a. Pollard as 1st project non-MSBA, and Mitchell as 2nd project with MSBA funding - High Rock becomes an Elementary School (6ES & One 6-8MS) Mitchell as a 3-classrooms /grade level ES, High Rock used as swing space for Mitchell students and then repurposed as a 3 classrooms /grade ES, Pollard phased Add/Reno as a 6-8 MS. – The timeline would be from November 2023 thru September 2034 (11 years to complete) and is estimated at a total projected cost of $314.4M and capital improvement projects of $9.3M.

The 2020 draft enrollment forecast with capacity comparisons were reviewed. Test fits for the High Rock School with an addition, the Pollard School with an addition were reviewed. The enrollment forecast will be updated again next summer once the final 2020 census data is available. In options C & D High Rock is used as swing space for Mitchell students during construction so the expense of modular classrooms at DeFazio is avoided. All costs were first calculated in 2020 dollars and then escalated at 4.5% per year until mid-point of construction according to the assumed schedule. If the MSBA partners with the Town on a project the actual reimbursement would likely be between 25% and 30%. It is unlikely that MSBA would participate in all projects because the Commonwealth has many other districts with pressing needs.

Shown on screen: PowerPoint presentation: Project Update, Extension Study update

D. <u>Emery Grover Building Study</u>

Michael Greis (School Committee), Anne Gulati (School Finance Director) and Hank Haff (BDCD) attended the meeting remotely.

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

Bargmann Hendrie & Archetype	November 2021 Services	$ 10,687.50

Mr. Creem seconded the motion. The motion was then voted upon and approved unanimously - 9 yeas - 0 nays – 0 abstain.

E. NUARI Statement

Mr. Chandler indicated that the Committee has been asked to review and state whether they support adopting the statement. The statement had been sent to the Committee in April 2021 and will be sent out again. The Committee will review the statement and bring it up at their next meeting.

F. Adjournment

The meeting was adjourned at 8:37 PM.
The next PPBC meeting is scheduled for Monday, January 24, 2022, 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.