

PERMANENT PUBLIC BUILDING COMMITTEE

TOWN OF NEEDHAM

MINUTES OF MEETING

Date: March 28, 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
Absent: Gene Voloshin

BDCD Staff: Hank Haff (Director)
Ken Sargent (Sr. Project Manager)

User Representatives: Anne Gulati School Finance Director, Emery Grover Rep.
Michael Greis School Committee, Emery Grover Rep.

Other Attendees: Deborah Robinson Bargmann Hendrie & Archetype
Peter Martini Hill International Inc.
Barry Dulong Building Maintenance Div. Director

Minutes prepared by: Kathryn Copley Administrative Specialist

This meeting was posted on the Town web site on March 24, 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](https://us02web.zoom.us/j/88414728107), 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 March 14, 2022 PPBC meeting. Ms. Deninger 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 – 1 abstain.

B. Emery Grover Building Study

Michael Greis (School Committee), Anne Gulati (School Finance Director), Deborah Robinson (BH+A), Peter Martini (Hill International) and Hank Haff (BDCD) attended the meeting remotely.

Bargmann Hendrie & Archetype updated the Committee on the progress of the project. The reconciled design development cost estimate for the Emery Grover building was reviewed. There is a projected total project cost increase of \$2M due to a variety of issues including the volatility of energy costs, labor shortages, equipment costs and supply chain difficulties.

A cost estimate reconciliation was received last week from A.M. Fogarty, the Town's cost estimator, a consultant to Hill International, and PM&C, BH+A's cost estimator. The construction cost estimates with GC markups were \$15,080,466 from A.M. Fogarty and \$14,354,442 from PM&C, an average of \$14,717,454. \$14,700,000 will be carried as the estimated project cost.

The overall project budget contingency of 20% (\$3.8M - 3% Bidding, 7% Construction, 10% Owners) is maintained from the feasibility stage and includes owner's contingency, design contingency and cost escalation contingency. It is reasonable for the current construction conditions.

Mr. Martini indicated that in the estimate the following were considered - today's prices, hard to get materials and long lead times. Ms. Deninger reported that she is seeing 50-to-52-week lead times for air handling equipment on projects.

Mr. Haff reported that construction documents will be ready by October/November for bidding. The construction contract is anticipated to be awarded in December 2022, with construction starting in January 2023 and reaching substantial completion June 2024, a period of 16 months. The plan would be to expedite approvals of equipment, turn around submittals immediately, and order/store equipment if necessary.

The remaining design funds and construction funds will be requested at the May 2022 ATM, an amendment to the current ATM warrant will have to be made. An emergency preamble will be requested to get funds available as soon as possible.

The Hillside School Building Renovation project bid documents were available on March 24th, a walk-thru is scheduled for March 31st, the sub bids are due April 7th, and the GC bids are due April 21st.

The list of ten possible alternates was reviewed. The smaller generator was recommended over the two larger generator options. The other alternates will be included to get the building as close to NetZero as possible. Mr. Haff noted that the building roof and its orientation are not conducive to solar panels. The only option would be installing a solar canopy in the parking lot. It is not an ideal solution as the parking area is heavily shaded by trees and the building and would require a zoning by-law change.

The value engineering will be done during the design development phase. The Committee does not believe the contingency should be lowered at this time.

Mr. Kent made a motion to recommend the contingency remain as proposed at 20%. Mr. Greis seconded the motion. The motion was then voted upon and approved unanimously - 8 yeas - 0 nays - 0 abstain.

A draft FAQ will be put together for Town Meeting and will be presented for review at the next meeting.

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

Bargmann Hendrie & Archetype	February 2022 Services Hillside	\$ 188,041.88
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Mr. Creem seconded the motion. The motion was then voted upon and approved unanimously - 8 yeas - 0 nays – 0 abstain.

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

Hill International	February 2021 Cost Est. Services	\$ 510.00
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Ms. Deninger seconded the motion. The motion was then voted upon and approved unanimously - 8 yeas - 0 nays – 0 abstain.

Documents: Memo, Cost Estimates, Reconciliation of Cost Estimates, Budget, Schedule

C. NUARI Statement

Mr. Chandler indicated that the Committee has been asked to review and state whether they support/endorse/adopt the statement.

The Committee discussed what support/endorse/adopt the statement would mean for the Committee and whether the Committee should do so or stay silent.

Some felt this was a political issue and the PPBC is apolitical. Is it appropriate for the Committee to endorse the statement? The statement may not represent the views of all members. There was an expression of concern on some of the language in the statement. Some were comfortable with the statement. Individual members could support the statement but perhaps not as a committee. The Committee could have guiding principles that could be applied in support of the statement.

The Committee is chartered with the responsibility of renovating or building buildings. Politics should be separate from this charter. The statement can be acknowledged by the Committee but not endorsed. It does not address what the Committee does. It could be used as a guide to best practices.

There could be some areas where changes in policies and procedures that would be consistent with the NUARI statement.

Ms. Deninger and Mr. Kent will draft a sample of priorities/initiatives that the Committee can act on and present them at the April 26th meeting for further discussion.

D. Central Ave/Jack Cogswell Building

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

Beacon Integrated Solutions	February 2022 Services	\$ 472.50
Eversource Electric	Eng/Design Services	\$ 14,154.00

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

E. Adjournment

The meeting was adjourned at 8:38 PM.

The next PPBC meeting is scheduled for Monday, April 11, 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.