PERMANENT PUBLIC BUILDING COMMITTEE

TOWN OF NEEDHAM

MINUTES OF MEETING

Date: April 26, 2022	Time: 7:00 PM	Location: Zoom Cloud Meeting

Attendance PPBC Members:	Present: Richard Creem, George Kent, Irwin Silverstein, Gene Voloshin Absent: Stuart Chandler, Lynne Deninger, Roy Schifilliti	
BDCD Staff:	Hank Haff (Director) Ken Sargent (Sr. Project Manager)	
User Representatives:	Anne Gulati Barry Dulong	School Finance Director, Emery Grover Rep. Building Maintenance Div. Director, Ridge Hill Rep.
Other Attendees:	Deborah Robinson Walter Tsigler	Bargmann Hendrie & Archetype Bargmann Hendrie & Archetype
Minutes prepared by:	Kathryn Copley	Administrative Specialist

This meeting was posted on the Town web site on April 21, 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 April 11, 2022 PPBC meeting. Mr. Silverstein made a motion that the Committee approve the minutes as presented. Mr. Kent seconded the motion. The motion was then voted upon and approved 4 yeas - 0 nays – 0 abstain.

B. Emery Grover/Hillside School Renovation

Anne Gulati (School Finance Director), Deborah Robinson, Walter Tsigler (BH+A), Ken Sargent and Hank Haff (BD&CD) attended the meeting remotely.

Hillside School Building Renovation

Mr. Haff reported that five General Contractor bids were received on April 21st and the low bidder is J.J. Cardosi with a bid of $1,277,000. The cost estimate for the project was $1,450,000. Two of the bids were lower than the estimate and three were higher.

The bids received were as follows:

J.J. Cardosi	\$1,277,000
Mill City Construction	\$1,376,395
Seaver Construction	\$1,566,600
Northern Contracting Corp.	\$1,718,100
GVW	\$1,757,435

Mr. Sargent noted that J.J. Cardosi is a small company. Kaestle Boos Associates worked with them on the Randolph Fire Station and a New Bedford Housing Authority project. The company performed well.

Mr. Tsigler spoke with the company, and they are comfortable with their bid. Mr. Tsigler has also worked with them on a public TV studio in Grafton, MA. They were very responsive and performed well. Mr. Tsigler recommends going forward with awarding the contract to them. Galway Electric will do the electrical work on the project.

Ms. Gulati asked why some of the bids came in under the cost estimate when it is thought the Emery Grover costs will be higher. It was thought that the estimates are more conservative for the EG project. Mr. Kent indicated that Hillside is a smaller project of short duration while the Emery Grover project is much larger over a longer period and the bidding is six months in the future.

Mr. Haff is optimistic that the work under the general contractor and the work undertaken by the BMD will be done in harmony. All the furniture and equipment has been moved out of the building. Mr. Dulong indicated that their work is anticipated to begin in September.

Mr. Creem made a motion that the Committee accept the bid from J.J. Cardosi in the amount of \$1,277,000. Mr. Kent seconded the motion. The motion was then voted upon and approved 5 yeas - 0 nays – 0 abstain.

Documents: GC bid results, Project Schedule, invoice

<u>Emery Grover Building</u>

Ms. Robinson reviewed the presentation given by Joel Bargmann to the Design Review Board (DRB) presentation from April 25, 2022. The site plan has been updated with some minor changes. Two trees are being removed where the root systems will be affected by the loading dock addition. The trash enclosure was changed to have two dumpsters side by side. Another parking space was added increasing the number to sixty-two by moving the transformer over to the west side of the building. A full set of civil and landscaping drawings was submitted to the DRB, and a similar set will also be sent on Thursday to the Planning Board for the meeting on May 3rd and the ZBA Meeting on May 19th. .

There is no plan to restore the original clock face. It was removed many years ago and is currently stored at the Needham Historical Society. Ideas for what will be done with this dormer face are being studied by the design team.

Mr. Haff reported the project was presented to the Select Board on April 13th and they urged going forward with the accelerated schedule and come back in the fall STM for additional funding if needed. The updated cost estimate is $2M more than the $19.4M amount being requested at the 5/22 ATM. The expedited schedule will have the documents out to bid on September 1st and general contractor bids due on October 6th. The bid results would be presented to the PPBC on October 11th in advance of the Special Town Meeting tentatively scheduled for October 24th.

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

Hill International	Estimating Services	$ 19,012.50

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

Documents: DRB Presentation, 5/22 ATM warrant Article 21, updated schedule

C. <u>Ridge Hill Demolition</u>

Barry Dulong (DPW), Hank Haff and Ken Sargent (BD&CD) attended the meeting remotely.

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

Hill International	Estimating Services	$ 1,000.00

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

D. <u>NUARI</u>

Mr. Kent and Ms. Deninger assembled a list of suggestions to consider in consideration of NUARI vision statement. The suggestions were as follows:

1. Work with the Town Manager to identify qualified potential candidates that would have a focus on diversity. - The Committee felt that this was basic and could be done.

2. Consider possible expansion of the PPBC to allow for diverse candidates. - This would require a by-law change and may be unwieldy by having nine PPBC members. Several members did not care for this suggestion.

3. Provide PPBC Appointing Authority with a list of potential candidates that include diverse candidates. - The Town could proactively promote openings for volunteer boards to attract qualified diverse candidates. This was thought to be achievable.

4. Consider term limits for PPBC members to allow for more available openings. - This concept would rest with the appointing authority. Several members were not in favor of this suggestion. The historical knowledge base of the committee members would be lost, and this may not be productive or serve the goals of the committee.

5. Include diversity as part of the selection criteria/process for any “bench support” or Project Manager candidates/firms. - This was deemed a reasonable suggestion.

6. More strongly encourage diverse partnerships on proposed Architectural teams. Include a “diversity score” during the selection process. - This could be included as part of scoring

candidates. The MSBA and other projects with state funding require a certain percentage of MBE/WBE firms be included in the project design and construction teams.

7. Include comments in RFP'S and qualification statements that encourage diverse candidates in proposals and interviews. - This was deemed a reasonable suggestion.

8. Include a diversity component in the evaluation process for construction managers and sub-contractors. - This was deemed a reasonable suggestion.

Mr. Kent will talk with the Town Manager about items 1 & 3 to ask how it would work.

E. Adjournment

Mr. Kent made a motion to adjourn at 8:30 PM. Mr. Silverstein seconded the motion. The motion was then voted upon and approved unanimously - 4 yeas - 0 nays – 0 abstain.

The next PPBC meeting is scheduled for Monday, May 16, 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.