

Permanent Building Committee
Walpole Town Hall – Room 112
January 24, 2017

Minutes

PRESENT: Jack Conroy, Cam Daley, Bernie Goba, Ted Case, Jack Fisher

ALSO PRESENT: Bryan Jarvis, Thomas Gregory, Chief Bailey, Deputy Chief Barry, Lt. Zanghetti, Don Anderson

Mr. Conroy convened the meeting at 6:30 PM.

Approval of Minutes

On a motion by Mr. Conroy, second by Mr. Daley, the Committee voted (5-0) to approve the minutes of the January 10, 2017 Permanent Building Committee meeting.

Police Station Update

Working off a revised agenda, Mr. Jarvis explained that the project is making good progress through submittals. A kick-off / coordination meeting has been scheduled for February 1st for owner-provided systems. This meeting will take place at 1PM in Room 116 in Town Hall.

The target date for construction commencement remains April 1, 2017. When asked by Mr. Conroy about the status of the second phase of remediation, Mr. Gregory explained that Viasant, the remediation contractor is still scheduled to re-mobilize on site on Monday, January 30th to resume shipping of the staged soils on site with completion in early February (no change in schedule since the previous PBC meeting). Mr. Fisher inquired about whether the Town has any leverage over the Responsible Parties and asked if legal remedies exist to pursue liquidated or other damages against the Responsible Parties should the second phase of remediation interfere with the start of construction for the police station. Mr. Gregory said he would go back and research the issue and report back to the Committee in February.

Fire Station Update

Mr. Jarvis explained that the temporary fire operations set up is proceeding according to schedule with the apparatus “tent” nearly fully assembled. The modular trailers for firefighter living quarter are due to arrive in the last week of February. The switchover to the temp ops is scheduled to be completed in mid-March. Chief Bailey added that the administration temp ops office at 944C Main Street will be fully up and running by the end of the week. The construction trailers have arrived on site and are currently staged behind the existing fire station.

Mr. Jarvis distributed a copy of Amendment #7 (Mezzanine Stair Re-Design) to the Schwartz/Silver contract explaining that due to a value-engineering exercise to reduce cost to the building, a ships ladder to the west mezzanine was designed at the 60% set with the thought that access to the mezzanine would only involve access for storage. When it became clear that this mezzanine would function as an exercise area, the building code required that a permanent ladder be constructed. The

update was not included in the bid set and the issue was raised by the Building Commissioner. The re-design amendment is a not-to-exceed amount of \$4,640 and involves not only the redesign of the stairs but the relocation of mechanical and ventilation systems underneath. Mr. Jarvis explained that G&R will submit a change order for the permanent stairs and added that the Town is expected to receive a credit for the already-designed ship's ladder. Mr. Conroy expressed frustration over the issue. After some discussion, on a motion by Mr. Conroy, second by Mr. Daley, the Committee voted (5-0) to approve of the amendment.

Mr. Jarvis distributed a revised proposal which McPhail Associates submitted to the Town for geo-technical services for the construction phase. The proposal includes a detailed fee schedule with allowance of ten (10) site visits. An extended discussion ensued. Mr. Conroy asked why the Town must pay for this if the dispute is between the architect and McPhail. Mr. Jarvis explained that in his experience, geo-technical services for construction phase work are carried separately, outside of the architect's contract. Mr. Case and Mr. Fisher expressed a concern about the matter. Mr. Fisher asked Mr. Jarvis to back and look at the architect's contract for the specific language which described geo-technical services and then to report back to the Committee. Mr. Goba inquired about McPhail's \$50,000 limit of liability coverage and the option to purchase \$1M in coverage for a fee of \$1,000. Mr. Gregory explained that he forwarded the matter to the Town's insurance consultant and awaits a response. Mr. Goba advised it would be prudent to purchase the additional coverage. There was no vote, as the matter requires further analysis.

Mr. Jarvis distributed a revised proposal from Universal Environmental Consultants (UEC) to provide hazardous materials consulting services. The proposal described a not-to-exceed amount of \$8,620 and contains a detailed fee schedule with billing on a time and materials basis. There is some non-traditional asbestos removal which will need to be verified. Mr. Jarvis added that a \$100,000 asbestos -only contingency is being carried in the budget. After some discussion, on a motion by Mr. Conroy, second by Mr. Fisher, the Committee voted (5-0) to approve of UEC's proposal. Mr. Jarvis distributed a project budget showing against what line item to commit the UEC proposal cost.

Mr. Jarvis distributed an updated Change Order Log for the project, explaining that #6 (added fire alarm devices for the new building) and #7 (heating duct "sock" for the temp ops apparatus tent) are currently under review by the OPM. Mr. Jarvis explained #4 (fuel tank capture pad) has been vetted by the OPM is ready for a vote by the PBC. This change order (\$2,725.18) involves questions G&R raised about an unclear design for the fuel tank capture pad, specifically why an RCP pipe was called out in the design and not a ductile iron pipe and gate valve. Mr. Conroy expressed a concern about this change order and asked why the Town has to pay for a design error. Mr. Fisher advised that the OPM keep a tally of design errors made by the architect with a desire for the Town to be made whole in the end. After some discussion, on a motion by Mr. Conroy, second by Mr. Daley, the Committee voted (4-0-1, Fisher abstained) to approve of the change order.

South Street (COA) Center Update

Mr. Jarvis explained that a final existing conditions survey of the COA side of South Street was shot on January 16th and that interior finish material and color design is planned to be presented at the next PBC meeting.

Mr. Jarvis then distributed a new project schedule for the South Street Center explaining that Mr. Johnson has requested that we go out to bid in time to get bids back by June 6th, at which time the Town would have a pulse on how much fundraising has been accomplished to bridge the gap between the Town's appropriation and the total project cost. Mr. Fisher expressed a concern about this timeline and explained that if the proposed schedule is adhered to, the bids will expire before FATM and we will have no idea if fund raising will be successful enough to bridge the gap. He recommends that the Town Administrator consider delaying release of the bid and BOS vote so they would still be valid at FATM. The less-desirable alternative would be to accelerate the bid release in time for SATM. Mr. Gregory added that the Town is hopeful that sufficient fundraising will occur which would avoid the need to ask Town Meeting for a supplemental appropriation.

Mr. Fisher inquired about getting an update on the status of fundraising.

Mr. Gregory explained that efforts are underway to submit a grant to the Commonwealth's Department of Housing and Community Development (DHCD) for receipt of federal Community Development Block Grant (CDBG) funds. CDBG funds are designed to assist low -/ moderate-income persons and, while senior center projects are eligible for CDBG-funds, Walpole has a very slim chance of receiving these funds due to Walpole's wealth relative to other non-entitlement towns in the Commonwealth which will be applying for this competitive grant.

Review of Meeting Schedule

The next meeting will take place on February 14, 2017 at 6:30 PM in Room 112 (Town Hall).

The meeting adjourned at 8:00 PM.

Respectfully submitted,

Thomas Gregory
Assistant Town Administrator

Referenced Materials

PBC Agenda

PBC Minutes of January 10, 2016

Amendment No. 7 to the SSA Contract

McPhail Associates Proposal to the Town dated January 19, 2017

Universal Environmental Consultants Proposal to CPM dated January 24, 2017

Pending Change Order (PCO) Log (Fire Station) dated January 24, 2017

G&R Change Request #4R dated January 23, 2017

Fire Station Project Budget dated January 24, 2017

Council on Aging Project Schedule (revised) dated January 23, 2017