

Permanent Building Committee
Walpole Town Hall – Room 112
August 9, 2016

Minutes

PRESENT: Jack Conroy, Bernie Goba, Phil Wild, Ted Case, David Wildnauer, Jack Fisher

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

Working off a revised agenda, Mr. Conroy convened the meeting at 6:30 PM.

Approval of Minutes

On a motion by Mr. Wild, second by Mr. Goba, the Committee voted (6-0) to approve the minutes of the July 26, 2016 meeting.

Police Station

Mr. Jarvis provided a general update on the police station project explaining that bid documents are currently being prepared. Third party peer review of documents is now complete – review includes architectural, civil, and structural plans and specs. Compass provides this review in-house. A conference call is scheduled tomorrow with the Carell Group and civil engineer to answer some specific questions which need addressing. When asked by Mr. Goba, Mr. Jarvis explained there are some minor issues which need to be finalized. Bids will be due from filed sub-bidders on 9/8; bids will be due from GC's on 9/15. Of the eleven (11) GC's who submitted statements of qualifications, four (4) GC's will not be pre-qualified to bid on this project, based on the research performed by Compass. Compass will notify all sub-bidders and GC's about results of the pre-qualification process. Mr. Jarvis explained that the Building Commissioner is not advising that a third party review take place for the structural steel.

There was a discussion about capital items and FFE for the police station. Mr. Gregory explained that the plan for the Fall Town Meeting is to present a stand-alone warrant article which will request that funds be appropriated for the police capital items. The police department will be requesting that the Town upgrade certain systems which are decades old and, in some cases, out of compliance with required standards. Mr. Gregory reminded the Committee that the Town has already appropriated \$9M for the design and construction of this project.

On a motion by Mr. Conroy, second by Mr. Wild, the Committee voted (6-0) to approve payment of the invoice received from the Carell Group in the amount of \$64,200 for the 100% completion of construction documents; this amount also includes the cost of the survey of the COA side of the South Street site.

Discussion of Meeting Schedule

Mr. Gregory explained to the Committee that the OPM is advising that the Committee plan to meet routinely on the second Tuesday of each month in order to be able to process contractor invoices on a

timely basis. The fourth Tuesday of the month will be reserved for meetings as needed. There was agreement from the Committee members about this adjustment to the meeting schedule.

Fire Station

Mr. Jarvis provided the following handouts: PM&C 60% cost estimate summary page, 60% cost estimate reconciliation, and a project budget dated 8/9/2016. Mr. Jarvis explained that a conservative 4% design contingency has been included in the cost estimate – down from 5% from DD. The cost estimate also includes escalation through November; a \$200,000 fee adjustment for SSA for 9.5% of construction cost above \$9M, as allowed per original contract with SSA; and the addition of the mezzanine into the base bid. The temp ops are now drawn into the set with an estimate now of \$575,323. There was a summary review of new project budget which included an updated estimate of capital costs, firematic equipment, plymovent, as well as, additional contingency of \$100,000 added as a placeholder for unknown asbestos found during construction. A \$50,000 placeholder was added for potential fiber infrastructure connection costs during temp ops / PD during construction. The all-in budget now is \$15.1M. Mr. Marshall presented the PM&C 60% cost estimate summary and reviewed the alternates specifically on the second page.

Mr. Conroy initiated a discussion about the cupola over the existing fire station, advising that there should be a plan ready to present to Town Meeting about its future location.

Mr. Conroy expressed a concern about the timing of the completion of the fire station project in the event the police station project gets delayed.

Mr. Jarvis presented the results of the firms which submitted statements of qualification for the fire station project. The list will be emailed to PBC members for their feedback/experience with any firms.

Mr. Jarvis explained the \$200,000 amendment to the SSA contract and how part of that number is being invoiced this month: SSA and the Town negotiated the original contract to allow SSA to receive an increased fee for a project with a limit of construction cost (LCC) greater than \$9M. SSA would bill the Town 9.5% for the difference between \$9M and the higher LCC. The project now has an estimated LCC of \$11.3M and SSA has requested an amendment for \$200,000 which is 9.5% of the difference (not including the estimated cost of the demolition). The \$200,000 is distributed as follows: SD 15% - \$30,000; DD 20% - \$40,000; CD 35% - \$70,000; Bid 5% - \$10,000; CA 25% - \$50,000. July's SSA invoice reflects work completed through 60% CDs using the amended contract numbers.

On a motion by Mr. Conroy, second by Mr. Wildnauer, the Committee voted (6-0) to approve payment of the invoice received from Compass Project Management in the amount of \$9,285 for project management services through July.

On a motion by Mr. Conroy, second by Mr. Wildnauer, the Committee voted (6-0) to approve payment of the invoice received from SSA in the amount of \$202,300 for the 60% completion of construction documents.

South Street Center (COA)

Mr. Jarvis explained that Mr. Catlin is currently working to reduce the square foot cost of this building. Mr. Johnson had met with the Friends of the Walpole Elders last week to talk about the project, and more specifically, to explain the fundraising component which will be required for the project to go forward. The Town is still anticipating supplemental funding from the federal Community Development Block Grant.

Mr. Conroy expressed a concern about the fundraising which will be required and a concern about the square footage cost proposed for the building at this point.

Mr. Fisher and Mr. Conroy stressed that we will need to justify the space being proposed for the building at the Fall Town Meeting.

On a motion by Mr. Conroy, second by Mr. Goba, the Committee voted (6-0) to approve payment of the invoice received from Compass Project Management in the amount of \$5,625 for project management services through July.

On a motion by Mr. Conroy, second by Mr. Wildnauer, the Committee voted (6-0) to approve payment of the invoice received from Catlin + Petrovick Architects in the amount of \$26,719 for the 25% completion of design development.

There was no other business.

The next meeting will take place on August 23, 2016 at 6:30 PM.

Respectfully submitted,

Thomas Gregory
Assistant Town Administrator

Referenced Materials

PBC Agenda (revised to show invoice amounts)
PBC Minutes of July 26, 2016
PM&C 60% Cost Estimate Summary (fire station)
60% Cost Estimate Reconciliation (fire station)
Fire Station Project Budget dated 8/9/2016