

Permanent Building Committee  
Walpole Public Library – Walpole Room  
September 13, 2016

Minutes

PRESENT: Jack Conroy, Phil Wild, Ted Case, Bernie Goba, Jack Fisher (at 6:50 PM)

ALSO PRESENT: Chief Bailey, Deputy Chief Barry, Lt. Zanghetti, Patrick Shield, Greg Carell, Meg Carell, Bryan Jarvis, John Catlin, Josette Burke

Mr. Conroy convened the meeting at 6:34 PM.

Approval of Minutes

On a motion by Mr. Wild, second by Mr. Conroy, the Committee voted (4-0) to approve the minutes of the August 23, 2016 meeting.

Invoices

On a motion by Mr. Conroy, second by Mr. Wild, the Committee voted (4-0) to approve the invoice submitted by the Carell Group in the amount of \$34,000 for the 100% completion of the bidding phase of the police station project.

On a motion by Mr. Conroy, second by Mr. Goba, the Committee voted (4-0) to approve the invoice submitted by Compass Project Management in the amount of \$9,285 for project management services completed through August 2016; the invoice submitted by Schwartz / Silver Architects in the amount of \$116,151.62 for the 90% completion of construction documents as well as Amendment #4 (completion of survey at Blackburn); and, invoices totaling \$23,801.86 for the work associated with the central business district parking lot improvements.

On a motion by Mr. Conroy, second by Mr. Goba, the Committee voted (4-0) to approve the invoice submitted by Compass Project Management in the amount of \$5,621 for project management services completed through August 2016; and the invoice submitted by Catlin + Petrovick Architects in the amount of \$80,156 for the 100% completion of design development.

Police Station Update

Referencing a handout titled "Project Update: 9/13/16 Permanent Building Committee," Mr. Jarvis provided an update on the police station project. The Eversource work order number has been received for permanent power.

A pre-bid conference took place on August 25<sup>th</sup> at the South Street site with attendance from various contractors. Five (5) addenda have been issued since the original bid issuance.

Referencing a handout titled "Walpole Police Headquarters – Filed Sub-contractors Bid Tabulation," Mr. Jarvis reviewed the results of the filed sub-bid opening which took place on September 8<sup>th</sup>. Mr. Jarvis explained that the results are tracking approximately \$260,000 under estimates without the alternates

(outbuilding, carport, temporary fabric cap on COA soil, and seeding). LAL Masonry announced that they have withdrawn their bid due to a calculation error on their part. Mr. Jarvis explained that while the results for the filed sub-bid opening were positive, the biggest variable will be with the general contractor bid since the GC will be carrying the costs for the site work.

#### Fire Station Update

Mr. Jarvis distributed a handout titled "Town of Walpole – General and Trade Contractors" and explained the results of the pre-qualification process. When asked by Mr. Conroy, Mr. Jarvis explained that at least several of the pre-qualified general contractors have experience constructing temporary operations. The Eversource work order number is pending for permanent power.

Referencing a handout titled "Figure F: Visual Inspection of GPR Data," Mr. Jarvis explained that ground radar imaging of the entire site was performed last month by RSI to ping everything underground for the purpose of highlighting all the various utilities lines and conduits present on the site. The imaging found some buried abandoned conduits which had not been previously detected. Some minor adjustments to the stormwater infiltration plan will need to be made based on the results. When asked by Mr. Fisher, Mr. Jarvis explained that there should not be significant, if any, additional costs to the demolition portion of the project because of the imaging results.

Bid documents were issued on September 8<sup>th</sup>; a pre-bid conference will take place on September 15<sup>th</sup> at 10AM at the Fire Station. Filed sub-contractor bids are due on September 29<sup>th</sup> and general contractor bid are due on October 6<sup>th</sup>.

#### COA Update

Mr. Jarvis explained that the 100% DD drawings have been completed and the 100% DD cost estimate was received on September 9<sup>th</sup>. Mr. Jarvis distributed the 100% DD cost estimate summary from AM Fogarty dated September 9, 2016; a spreadsheet showing a comparison of the 100% DD cost estimate to the 100% SD estimate; and, a project budget dated September 9, 2016.

Mr. Jarvis explained that the 100% DD cost estimate shows a total construction cost estimate of \$5,432,817 (\$421/SF) without any of the alternates. This number includes 3% escalation which is worth approximately \$150,000. The good news here is that the estimate is coming in considerably lower than the SD estimate which will likely provide the Town the option to afford some of the alternates. The total project cost using the 100% DD cost estimate is now \$7,123,734 with no alternates, and \$7,379,355 with all alternates.

Referencing a handout titled "Walpole Site Option – 12 September 2016," Mr. Catlin was present to provide an update on the matter of parking and presented a new option based on feedback received after recent meeting with DPW and Administration officials. The architect has moved the exit deeper into the common drive to eliminate any user group parking to the end of the parking area. The new parking plan retains entrance only on the southern side of South Street after recent measurements determined that a 250 foot clearance looking southward is not possible for vehicles exiting the site. The revised parking layout increases the number of parking spaces. Mr. Conroy suggested that the architect curve the entrance island inward to encourage correct traffic flow. When asked by Mr. Conroy, Mr.

Catlin explained that signage will be used to encourage vehicles to enter the site at the southern entrance.

There was no other business.

The next meeting will take place on September 27, 2016 at 6:30 PM. Room location TBD.

Other important upcoming dates:

- Meeting with the Finance Committee on September 19<sup>th</sup> at 7:00 PM in Room 112
- Information session for Town Meeting Members on October 4<sup>th</sup> at 6:30 PM at the Library
- Meeting with the Finance Committee on October 13<sup>th</sup> at 7:00 PM in Room 112
- Fall Annual Town Meeting on October 17<sup>th</sup> at Walpole High School

The meeting adjourned at 7:25 PM.

Respectfully submitted,

Thomas Gregory  
Assistant Town Administrator

Referenced Materials

PBC Agenda

PBC Minutes of August 23, 2016

Compass handout titled "Project Update: 9/13/16 Permanent Building Committee"

Compass handout titled "Walpole Police Headquarters – Filed Sub-contractors Bid Tabulation"

Compass handout titled "Figure F: Visual Inspection of GPR Data"

AM Fogarty 100% DD Cost Estimate Summary dated September 9, 2016

Compass spreadsheet titled "COA 100% DD Cost Estimate" dated September 13, 2016

COA Project Budget dated September 9, 2016

Walpole Site Option – 12 September 2016