

Permanent Building Committee
Walpole Library - Pinnacle Room
September 14, 2015
Minutes

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

ALSO PRESENT: Cliff Snuffer, Mark Gallivan, David Salvatore, James Johnson, Tim Bonfatti (Compass), Bryan Jarvis (Compass), Robin Chapell, Chief John Carmichael, Don Anderson, Chief Tim Bailey, Sgt. Joe Zanghetti, Lt. Chris Mackenzie, Courtney Riley, Thomas Gregory

At 6:35, Mr. Snuffer convened the Board of Selectmen meeting for the purposes of convening the Permanent Building Committee. Introductions were made around the room.

Review Proposed Project Timeline

Mr. Jarvis and Mr. Bonfatti distributed and presented a draft project schedule dated September 14, 2015, explaining that it is a "live document" which is going to change and adapt throughout the process. Mr. Bonfatti explained that the design phases for each building may, depending on the Committee's preference, run concurrently with the same architect to gain efficiencies. The first step now is to finalize and release the police station designer Request for Qualifications (RFQ) with designer selection to follow. It is envisioned that schematic design will commence in January 2016. The plan is to move through the process to be able to bid the project by August 2016 with mobilization for the police station in September 2016. A 5% escalation has been factored in to estimates currently. Consideration will be given to a 2016 fall town meeting appropriation for construction of the fire station project. Mr. Bonfatti welcomed questions and comments from the Committee.

The question remains where the fire station will be sited. Mr. Johnson explained that it was presented to Town Meeting that the fire station would be centrally located in Town, possibly behind the existing station.

Superfund Site Update

Mr. Johnson explained that the low bidder for the demolition bid came in at \$544,000 which was considerably lower than anticipated, and that there may be some funds available in this account. Mr. Johnson cautioned, however, that surplus funds, if any, will be limited by expenses for a consultant and very expensive environmental insurance liability policy. Mr. Conroy asked about the parking lot on the westerly side of South Street. Mr. Johnson explained that the Town has money set aside for striping and lighting for this parking lot.

Ms. Chapell explained that the Responsible Parties (RP) will be responsible for back-filling the current construction site with ¾ inch crushed stone after the concrete slabs have been removed. The Town will be responsible for the removal of the concrete slabs. Mr. Conroy advised that a geo-technical consultant ought to be brought on board in the early stages to get apprised of the current earth removal and structural backfilling.

A brief discussion ensued about the programming needs for the police station. Mr. Bonfatti explained that the selected designer will want to establish what the police programming needs will be. Mr. Conroy

suggested that 10% would be a more realistic cost escalation factor than 5%. Chief Carmichael explained that there is guidance in the accreditation program to define some of the programming. Chief Carmichael expressed a concern about the envisioned 14,000 – 18,000 square foot size of the police station which has been reduced from earlier estimates. Mr. Johnson explained that Compass has told the Town that this size building is what the Town can afford to build at this time, given the current appropriation. Mr. Salvatore inquired about constructing the buildings in segments to avoid constructing the entire buildings to high-security standards. When asked about the “drop in” option using an existing design, Mr. Bonfatti explained that the particular issues of the site as well as Walpole’s specific program needs may not allow this option to happen.

Designer Selection (Qualifications-Based Selection)

Mr. Bonfatti distributed a draft RFQ for design services and explained that the designer selection process would be followed in conformance with General Laws Chapter 7, a process which involves a panel review of qualifications followed by interviews of the top 4-5 firms. The firm receiving the highest ranking would then be invited to meet with the Town Administrator who would negotiate a fee, with final approval to be made by the Selectmen.

Mr. Goba stated that the Town was not well served by a one designer approach for all buildings and that the Permanent Building Committee and the Town are committed first and foremost to getting the Police Department a building. Mr. Goba also stated that the COA and the Fire Department both have particular needs which will require the attention of a designer totally focused on their agendas and programs. There is no benefit to a one-size-fits-all design approach – this approach would very likely short change the COA and Fire Station projects. Mr. Gallivan advised that it might be a good thing to have all designs completed by the same firm concurrently to be able to better anticipate and identify costs for each project. Mr. Salvatore cautioned about plans being developed that may sit on the shelf for an extended period of time. Mr. Bonfatti advised that it would be possible to solicit design services for the projects separately. A discussion ensued on how to solicit qualifications for designer services. There was consensus that Compass would release RFQ’s separately with a one (1) week delay between each release.

Establish Working Group Update and Decision Making Process

Mr. Bonfatti handed out and presented a document to describe the various working groups as well as the decision making tree.

The RFQs will be distributed electronically for committee members to provide comments before their release. Comments will be needed by end of the day this Thursday, September 17th.

Next PBC meeting will be Tuesday, October 27, 2015 at 6:30 PM, location TBD.

Meeting adjourned at 8:00 PM.

Respectfully submitted,

Thomas Gregory
Assistant Town Administrator