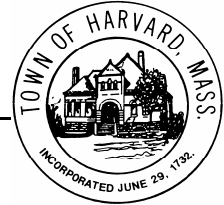


# TOWN OF HARVARD

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## MUNICIPAL BUILDINGS COMMITTEE



**Meeting Minutes** – 11 February 2011, 9:30-11:30, Town Hall Meeting Room

### **Attendees**

Peter Warren, Marie Sobalvarro, Pete Jackson, Lucy Wallace, Willie Wickman, Doug Coots, Ron Ostberg (chair, secretary)

1. Discussed schedule of presentations and possible outreach:
  - Feb 17: Volunteers Hall by MBC
  - Mar 1: Volunteers Hall, BOS public forum and meeting
  - Mar 10: Volunteers Hall, LWV forum
  - Lucy will do presentation at Hildreth House after a Tuesday lunch
  - Coffees : Grillis and Browsers have offered to host coffees.
  - Open houses: after church?
2. Reviewed February 5<sup>th</sup> quad board meeting. Update on Capital Planning and Investment Committee (CPIC) and FinCom meetings re MBC funding requests.
3. Discussed proposed warrant article. CPIC will be meeting at 2:30 to review our proposal. Our warrant now includes 2 schemes for Town Hall (fit up within footprint and with addition); and Hildreth House as senior center. Estimated cost is \$225,000. Pilot Project will continue for another year. Marie will make sure there is article for revolving fund approval in ATM warrant.
4. Adjourned meeting to Tuesday, February 15<sup>th</sup>, at 12:30 PM in the Library Conference Room.

Attachment: February 11 Funding Analysis

## Municipal Buildings Committee – Funding Analysis - 11 Feb 11

Adjusted to include 'add alternatives' on TH; single A/E and single OPM (could do 'Owner's estimate') Schedule (months): prep for committee-2; procurement-3; design-4; prep for ATM-3

Construction Cost	Town Hall	Hildreth	Total	10% A/E fee	25% or 20% SchematicDesign
Architectural	2,320,000	1,440,000	3,760,000		
Civil	800,000	360,000	1,160,000		
<b>Total</b>	<b>3,120,000</b>	<b>1,800,000</b>	<b>4,920,000</b>	<b>492,000</b>	<b>123,000 98,400</b>
				9%	25% or 20%
				<b>442,800</b>	<b>110,700 88,560</b>

Estimated A/E fee distribution and hours:

\$100,000 @ \$125/hr = 800 hours; @ \$100/hr = 1000 hours

\$100,000 @ \$125/hr – 60% architecture (480 hrs) 2 FTE's for 6 wks; 40% engineering (320 hrs)

\$100,000 @ \$100/hr – 60% architecture (600 hrs) 3 FTE's for 5 wks; 40% engineering (400 hrs)

### Previous Analysis

### Revised Analysis

	Schematic Design for Town Hall	Schematic Design for Hildreth	Total		Proposal assuming a single firm & design alternatives for TH	
<b>A. Consultant Fees &amp; Expenses</b>				A/E only		A/E only
1. A/E (std services & cost estimating, lighting, security signage, tel/data)	Main Package 42,000 Civil Package 6,000	35,000	83,000	83,000	Std services (exclude cost estimating, lighting, security, signage, tel/data; energy modeling)	100,000 100,000
2. OPM	15,000	10,000	25,000		30,000	
3. Commissioning						
4. LEED documentation						
5. Owner's estimate	5,000	5,000	10,000		25,000	
6. Code req'd Stru'l rev.						
7. Energy modeling	20,000		20,000	20,000	If grant available	
8. Surveys & Analysis a. Geotech b. Topographic c. Hazardous mat'ls	20,000	15,000	35,000		30,000	
9. Legal	3,000	1,500	4,500		5,000	
10..Print'g & Advert'g						
11. Reimbursables	2,000	1,500	3,500	4,500	5,000	5,000
<b>Sub- total</b>				107,500	195,000	105,000
Contingency (10-15%)					19,500-29,250	10,500-15,750
<b>Total</b>	113,000	68,000	181,000		214,500-224,250 <b>\$225,000</b>	115,500-120,750

#### Basis of Previous analysis:

##### Town Hall - 1<sup>st</sup> Phase of 2-Phase Scheme

Estimated Const. Cost (CC) - \$2.59m + \$.53m for enabling rd/parking work = \$3,120,000

Budgeted Soft Cost (SC) - 30% of \$2.59m (\$.78) + 15% of \$.52m (\$.08m) = \$860,000 (27% of CC)

##### Hildreth House – Renovation and Addition

Estimated Const. Cost (CC) - \$1,800,000

Budgeted Soft Cost (SC) - 30% of \$1,800,000 = \$540,000

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