

TOWN OF HARVARD

MUNICIPAL BUILDING COMMITTEE



Meeting Minutes – Meeting # 21 Architect Interviews – 2 November 2011, 5:15 – 9:40 PM, Volunteers Hall, Library

Attendees

Lou Russo, Wade Holtzman, Doug Coots, Peter Jackson, Marie Sobalvarro, Chris Cutler, John Sayre-Scibona, Ron Ricci, George McKenna, Tim Bragan

1. Review of questions for Architect Interviews

- a. We are assuming that most of these questions will be answered within the content of each presentation.
- b. Add question: would you address lifecycle costs in schematic design?
- c. Make it clear as a part of our questioning that we want to be involved in selecting consultants

2. Interview #1 HKT

- a. Shared list of consultants, management approach (scheduled budget checks) and then reviewed relevant projects (Visit to Seth Ventress Building, highlighted historic building and assisted living projects). Stressed importance of maintaining the special features of each building and surrounding landscape. Acknowledged that we are not interested in LEED certification but that sustainable design is important.

b. Questions:

Doug: How is the budget check before schematic design accomplished? HKT: Based on program (square foot needs), identify expectations.

Chris: Aggressive schedule – are you comfortable with our schedule? HKT: Yes; similar experience with Ventures building project (30 day turnaround on report).

Doug: Experience with the public (transparent process)? HKT: Important part of the project (especially the kick off meeting), can offer support in any presentation scenario.

Doug: What do you see as the particular opportunities and/or challenges of the project? HKT: maintain historic elements while making each building seem “new.”

Chris: how to include lifecycle costs? HKT: We would look at other models and make best determination. (Each of the three alternatives with relative lifecycle cost.)

Doug: how have you combated skeptics in public audiences? How do you defend 100K in future savings? HKT: Admit that it is a guess, assumptions on how you are going to use the building. Ventress building was designed generically so that any community group can occupy space.

Doug: Why did you show us the building in Marshfield (Ventress building)? HKT: most similar to TH project, similar town political structure.

3. Interview #2 – BH&A

- a. Large team, shared list of consultants, management approach and then reviewed relevant projects (Lexington Town Hall– feasibility, schematic, now starting construction, Westwood Town Hall, Chatham Town Offices and Longfellow House

Senior Center), LEED certified historic structures. Three quick alternatives for each project.

b. Questions:

Opportunities/challenges? BH&A: balance preservation, with upgrades; Hildreth – unique building, challenge of making “house” dimensions fit into a public space.

Schedule? BH&A: Large enough team to support the project. A short schedule is sometimes helpful with momentum.

Public process? BH&A: Neeham senior center – been successful where others have failed. Important to set reasonable goals

Lifecycle cost: can it be done as a part of schematic design? BH&A: Sustainability is a part of every project, will be discussed as a part of each of the three options.

Doug: elaborate on how you and the client came to understand that phasing would be a part of the project? The town needed to occupy during construction, town understood it was going to cost more.

Question for MBC: BH&A: What is the most controversial component of the project?

Pete: Money, specifically lifecycle cost; focus will be on buildings, investment in site work might need to wait, but planning should not restrict future work.

4. Interview #3 – LLB

a. Introductions: historic renovation, consultants based on approval and acceptance, open to suggestions (Bolton library), kick off meeting and review program requirements, investing time in the program will refine design and understanding of priorities. Sample work plan – milestones, Sustainable design (LEED certified), experience in public presentations, preservation of historic elements, interiors, multi-function, lighting. Bolton Library: modern addition to historic structure.

b. Questions:

Doug: lighting consultants used? LLB: Varied – allows a cutting edge approach.

Doug: senior center experience? LLB: will look for outside help (sterling assoc.) Aim to enhance, not re-invent Hildreth House, look to community for help.

Lou: Experience with public buildings – where does the crossover occur? LLB: There is enough diversity within the firm.

Schedule? LLB: MBC report – work has been done, share and enhance.

Lifecycle cost (as a part of schematic?) LLB: familiar requirement (part of Brown University projects), would be hesitant to commit to specific numbers, but would have appropriate information available

Doug: public engagement? LLB: Would count on MBC foster to introduction, build consensus. Keep people informed (public forum), encourage public involvement.

5. Review/Wrap—up

a. Pete, Wade, Lou, Doug, Ron and Marie are meeting with Capital tomorrow morning.

b. Marie has prepared report – numbers presented will act as a place holder.

c. Meeting will help us understand what they expect. – Conversation about money, initial letter of intent, get in front of it now. Start the conversation. In a month we will have a narrowed scope and more specific budget.

6. Each group presented an addition to Town Hall, should we be concerned that they misunderstand the scope of the project? Doug assures the group that there is no misunderstanding at this point – addition was “recommended” in our MBC report (their

source material for their presentations). We should have a budget for the architect, discuss as a part of program.

All members shared the same ranking after the interviews:

1. LLB
2. HKT
3. BH+A

The tours were helpful, reinforced what we saw tonight. LLB had the best presentation style. LLB, personable, sees lack of experience with senior centers as a positive since Hildreth is such a unique building and project.

A Coots/Jackson motion to recommend LLB to the BoS subject to reference checks was unanimously approved.

Reference checks:

Pete will call Bolton

Chris will call Acton

Lou will call Maynard

Wade will call Brown University

Next meeting Friday, 11/4, 7:30AM at the Town Hall Meeting Room.

Rachel Holcomb

Approved