

Permanent Building Committee Meeting
Minutes of Thursday, September 11, 2014

Call to Order: PBC Chairman, Wayne Klocko, called the meeting to order at 6:05 p.m.

Meeting Attendees:

PBC members

Wayne Klocko, Diane Jurmain, Jon Wine, Craig Schultze, Patrick Sheehan

Other attendees

Kim Borst (Secretary/PBC), Keith Edison (Police Chief), Tim Bonfatti (Compass), Jeff D'Amico (Compass), Kevin Witzell (CDR Maguire)

Police/Fire Project:

Construction Manager Selection

Wayne Klocko referenced the meeting minutes from 8/26/14. He revisited the "deliberation" section to remind committee members of where deliberations were left after the last meeting.

Tim Bonfatti handed out a slightly revised (color coding was added) version of the CM Proposal Review Matrix to the committee that was supplied at the 8/26/14 PBC meeting. (See Document A) He pointed out that this is what the committee based its decision on at the end of the last meeting. He then handed out an updated version that contained a new pricing scheme for discussion at this meeting. (See Document B)

Tim Bonfatti went on to explain that the selection committee went back to Colantonio with the requested price reduction. Colantonio sent back a revised 18 month option as well as a revised 13 month option. Neither were able to get to the target number set by the committee at the 8/26/14 meeting.

Since the targeted numbers were not achieved, Tim Bonfatti went back to Agostini Bacon and Consigli and asked them to provide pricing for both a concurrent scheme and a consecutive scheme. Bonfatti pointed out that now we have accurate pricing from all of the players for the two different scenarios.

Discussion ensued about the pros and cons of Agostini. Overall determination was that they were the low bidder and a pre-qualified CM that should be able to provide the level of service needed. Diane Jurmain noted that the Town of Norwood was very happy with Agostini and the work they did on the town's high school.

Pat Sheehan stated that it is the opinion of the selection committee that we should look at moving forward with Agostini due to the fact that Colantonio was unable to meet the requested price reduction.

6:45 pm Chief Edison left the meeting

6:55pm Tim Bonfatti left the meeting

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Schematic Design Package

Kevin Witzell distributed the Schematic Design Package for the Millis Police and Fire Station Projects. (See Document C)

7:05 Craig Schultz arrived

Kevin Witzell presented the completion of the Schematic Design Package for the police and fire stations. He pointed out that this package was a summary of design evolutions from Chief Edison and Chief Barrett.

Fire Station highlights included the proposal of heightened bays to give more clearance for the ladder truck, facelift to the front of the building including new, larger windows which are designed to be more welcoming, and glass doors for the apparatus bay. Dorm rooms changed location from first iteration, they were moved from the front of the station to the back.

Police Station highlights include that fact that the inside layout has been flipped from the prior version of plans. This allowed for the consolidation of the booking area and some additional space that was allocated for lost and found. The flip will also allow for more natural light in the offices.

Jeff D'Amico pointed out that plans for both Police and Fire look very nice, but we need to get some numbers and may have to come back with some recommended value engineering in order to stay within budget.

Jon Wine made a motion to proceed into design development subject to Compass doing some value engineering to get on track with budget. Diane Jurmain seconded the motion and it passed unanimously.

Library

Maria Neville expressed concern to members of the PBC about the library roof being left exposed. Meadows took off a piece of fascia in an effort to determine if there is an issue with the seams. Her concern is that there wasn't a tarp put over the exposed area and there was a potential for rain in the forecast. Wayne Klocko pointed out that they are responsible for whatever happens. If it rains and things get wet, they will have to fix it.

Pat Sheehan gave an update on the PCB issue at the old library. PCBs were detected in the caulk, but didn't spread to the other building materials. Sheehan put together a PCB work plan. By next week he expects to have specs to bid out.

Pat Sheehan also mentioned that the town is getting prices on moving the war memorial in front of the old library.

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Meeting Minutes

The meeting minutes from 8/26/14 were presented and reviewed. Some minor wording changes were suggested.

Pat Sheehan made a motion to accept the minutes of 8/26/14 as amended. Jon Wine seconded. The motion passed unanimously.

Invoice Approval

A bills payable schedule for Compass Project Management for services rendered in August 2014 was reviewed.

Jon Wine made a motion to pay Compass Project management \$8,651.25 for services provided. The motion was seconded by Craig Schultze and passed unanimously.

A bills payable schedule for two Simpson, Gumpertz & Heger invoices for services rendered from July 12, 2014 - August 8, 2014 were reviewed.

Jon Wine made a motion to pay \$5622.67 for services provided. The motion was seconded by Diane Jurmain and passed unanimously.

A bills payable schedule for Paul Matuszko Environmental Consulting for services rendered from July 23, 2014 - August 12, 2014 was presented.

Jon Wine made a motion to pay Paul Matuszko Environmental Consulting \$1560.00 for services provided. The motion was seconded by Diane Jurmain and passed unanimously.

Adjournment

Wayne Klocko made a motion to adjourn the meeting at 8:10 pm. The motion was seconded by Diane Jurmain and passed unanimously.

The next PBC meeting will be held at the Roche Bros. Community Room at the Library on Monday, October 6, 2014 starting at 7:00 pm.

Submitted by:

Kim Borst
Secretary, Permanent Building Committee