

TOWN OF WAYLAND  
PERMANENT MUNICIPAL BUILDING COMMITTEE

Meeting Minutes

Wednesday, October 16, 2013

Approved: 11/14/13

**Attendees:**

PMBC members: Doug Goddard- Chair, Brian Chase, Joe Lewin, Eric Sheffels

Ex-officio members: John Moynihan, Public Buildings Director

Board of Selectmen: Ed Collins

Wayland Historical Commission: Tonya Largy, Shelia Carel

Consultants: Jeff Alberti, Weston & Sampson (DPW Project); Duncan Ritchie, Public Archaeology Laboratory

Absent: Massimo Taurisano, Tom Abdella DPW Project, Ion Mishara-DPW Project, Donna Bouchard- Middle School Project, t Mike Gitten- Middle School Project

**7:06 p.m. Meeting called to Order by Doug Goddard**

**Public Comment:** No public comments

**Approval of minutes**

- A motion was made by Doug Goddard and seconded by Eric Sheffels to approve the meeting minutes for the PMBC meeting held on 9/11/13. The minutes were approved by a vote of 4-0.
- A motion was made by Doug Goddard and seconded by Eric Sheffels to approve the meeting minutes for the PMBC meeting held on 10/7/13. The minutes were approved by a vote of 4-0.

**At 7:20 Doug Goddard made the following motion for the PMBC to go into a Joint Executive Session:**

I move that the Permanent Municipal Building Committee go into executive session pursuant to Massachusetts General Laws Chapter 30A, Section 21 (a)(7) to comply with a general law which prohibits public disclosure of the subject matter to be discussed by the Committee.

The motion was seconded by Eric Sheffels. The members of the PMBC were polled and voted 4-0 to go into Executive Session.

The Committee invited the members of the Board of Public Works, the Director of the Department of Public Works, the Public Buildings Director, the Historical Commission, the Board of Selectmen, archaeology consultants, ceremonial landscape consultants and engineering consultants to join the session.

Doug G. announced that the PMBC will reconvene in open session in approximately 15 minutes.

The PMBC went into Executive Session.

The PMBC resumed its regular session at 10:10.

### **Middle School Roofing Project Report**

Two invoices for Ioslin. Lesser + Associates dated 9/10/13 in the amount of \$30,600 and 10/8/13 in the amount of \$8171.35 were distributed but were not discussed nor acted upon because neither of the School Committee members who sit on the Permanent Municipal Building Committee were present.

### **Department of Public Works Project**

John M suggested that the PMBC make a recommendation to the BPW regarding how to proceed with the project giving the information presented and discussed at the Joint Executive Session and based on budget information to be distributed.

The PMBC members discussed what revisions to the existing scope and budget should be made, if any, given the discussions of the Joint Executive Session, the latest estimated costs for the Route 20 access road related to road improvements, and mitigations measures required by the Order of Conditions of the Conservation Commission.

The following issues were discussed related to the project scope, schedule and function:

- The questions was raised if there were any ways to surmount the hurdles presented in the Joint Executive Session related to the area of the access road between the capped land fill and the project site. There were no obvious solutions at this time and further study would be needed.
- There was not sufficient time to address the concerns raised in the Joint Executive Session prior to the Town Meeting to be able to present the Route 20 access road portion of the project to Town Meeting.
- An improved access road cannot delivered on the same schedule as the rest of the project due to the need for further investigation and there are no guarantees that further investigation will produce solutions
- When the access road was originally contemplated and deemed feasible the cost was \$780K but now was estimated at \$1.84M.
- The additional costs were driven in large part by the increased scope of road improvements due to the Order of Conditions, costs related to " sensitive areas" and the methane mitigation
- The original plan for the project was to use River Road for site access. River Road was the least cost options and provided effective access.
- It was asked if any alterations to the site as it is currently designed were needed if River Road was to be the access. Jeff A. advised that that the some grade changes could be done but were not necessary or critical. Any grade changes would not add material costs. There may be some additional design costs but they would not be significant and certainly well under \$100,000.
- John M. said no changes to the Order of Conditions would be required if River Road were used as the site access. Should any improvements at all be made to the road it will trigger the Order of Conditions.
- It was decided that if River Road becomes the site access the project design needs to keep the option open for future use of the Route 20 access road as access to the site
- It was asked if the Rt. 20 access road can be used now as is. John M. said it could but only for the use it is being used for now, which is truck traffic; it is not suitable to car traffic.

Three budget documents were distributed:

- Current Estimate of “Total Project Cost Without Access Road and Associated Improvements” dated 10/8/13
- Current Estimate of “Total Project Cost Including Access Road and Associated Improvements” dated 10/8/13
- Comparison of the 3/12/13 project cost estimate and the 10/8/13 project cost estimate “Total Project Cost Including Access Road and Associated Improvements” dated 10/15/13

The following issues were discussed related to the project budget:

- The budget presented to Town Meeting in April 2013 was \$11,366,000. This was less than the estimated budget at that time, which was \$12,356,211. Jeff A., explained that there was an actual bid that was used at the time of the April 2013 Town Meeting and based on that bid the amount presented was the \$11,366,000. He said the bidding climate at that time was good and there were several bids under the estimated cost. The difference between the estimated budget at the time and the budget presented to Town Meeting was the difference between the estimate construction costs and the bid construction costs.
- The current estimated budget prepared by Weston & Samson as of 10/8/13 was \$14,558,992. The \$2.2M increase is primarily due to a \$1.1M increase in “Environmental Improvements & Route 20 Access Rd.”; \$500K for “Bidding Contingency” due to an escalating bidding environment; \$225K for “Clerk of Works/OPM”; \$95K for “Construction Contingency” due to increase in project cost; \$75K for “Prequalification” due to the construction cost now exceeding \$10M and lesser amounts related to “Electrical Company Backcharges”, “Industrial Equipment”, “Commissioning” and “Legal”.
- It was noted that when the access road was originally contemplated and deemed feasible the cost was \$780K but now was estimated at \$1.84M.
- Jeff A. and several members of the PMBC expressed concerns that construction costs have risen substantially since the previous bid and that those costs continue to escalate.
- It was noted that \$1,140,000 has already been spent on the project.
- Jeff A. presented a budget that would sever the Route 20 Access Road from the project. That budget estimated the project costs at \$12,778,472. After review of this budget it was decided that the budget should be revised by eliminating \$300K for “Landfill Methane Mitigation” (should not be part of this project and the DPW should handle in another way), \$25K should be added for “Monitoring of Sensitive Areas” based on discussions from the Executive Session, and \$75K for “Prequalification” (was omitted by mistake). With revisions the budget is \$12,578,472.

The PMBC discussed sending a letter to the BPW recommending a change in scope, i.e. severing the Rt.20 access road improvements from the project, proposing a new estimated budget for the revised project, and recommending that the BPW present the project to the Town at Town Meeting absent the Rt. 20 access road.

A motion was made by Joe Lewin that the PMBC send a letter to the BPW recommending that the Route 20 access road be severed from the DPW facility project and a new budget estimate be sent. Eric Sheffels seconded the motion. The motions passed by a vote of 4-0.

Action Item:

- Eric S. and Joe L. will draft the letter and Joe L. will send to John M. and Doug G. for review.
- After review John M. will put on letter head under Doug’s signature, attach the revised budget, get Doug G’s signature and send to the BPW.

Jon Moynihan informed members that there would be a joint meeting of the Board of Selectmen and the Board of Public Works at 7PM on Monday, October 21, 2013 and asked that any PMBC who could attend to attend.

At 10:30PM Doug Goddard made a motion to adjourn. Eric Sheffels seconded the motion. The motion was approved by a 4-0 vote.

**List of Documents Distributed:**

Permanent Municipal Building committee Meeting Minutes for 9/11/13

Permanent Municipal Building committee Meeting Minutes for 10/7/13

Joslin, Lesser + Associates , Inc. Invoices dated 9/10/13

Joslin, Lesser + Associates , Inc. Invoices dated 10/8/13

Total Project Cost Including Access Road and Associated Improvements 10/8/13

Total Project Cost Including Access Road and Associated Improvements 10/15/13

Total Project Cost Without Access Road and Associated Improvements 10/8/13

Respectfully submitted,

Joe Lewin