

**Permanent Building Committee
Meeting of March 27, 2014**

Approved 6-4-15

A duly called and posted meeting of the Permanent Building Committee was held at Town Hall, at 7:30PM, March 27, 2014
Present: S Langer, M King, S Littlefield, R Shupe, Andrew To Others.; Dore & Whittier – Mike Burton, Andrea O’Toole; SMMA – Joel Seeley, Jennifer Soucy, C Racine.; BH+A – Dick Thuma; School Rep – Wendy Paul

Citizen Speak: none

Tolles Parson Center

BH+A – Dick Thuma

Architect Proposals

- Recalculated Stipulated Fee – incorporating the following:
 - Crevo property
 - Stormwater management
 - Additional infrastructure
 - \$30,000 -\$40,000 in archs fee
 - Added site survey,
 - Permitting adjustment and reimbursable expense increase;
- PBC approves \$39,000 increase in fee but educed it to \$37,500 after Submittal Exchange authorization.
- OPM to send a notice to the 3 finalists

Submittal Exchange

- Fee for design docs =\$1500
- Fee for Construction phase \$4500
- Due to \$1,500 fee to use Submittal Exchange, PBC decided to change OPM stipulated fee to \$37,500, not \$39,000, in order to pay for submittal exchange

Architects Interviews – April 24th; 30 minutes: 10 minutes presentation / 20 minutes Q&A

Contract for to be sent to the 3 architect being interviewed before the interviews.

- Include in the contract:
 - Hold the town harmless,
 - Indemnify regarding using someone else’s documents;
 - Define design development
 - Robust description of scope of the work

Fiske Schofield

D&W – Mike Burton, Andrea O’Toole

It was moved and seconded to accept D&W 3-13-14 meeting minutes. It was approved 5-0.

- **Site Circulation Decisions-**
- **Fiske –**
 - Alternative 5a- showed student flow around elevator, canopy design can be adjusted;
 - Alternative 2a – buses segregated from parent pickup , potential conflict locations,
 - Is there enough onsite queuing in either alternative?
 - Layover lane? Similar to Bates, gives more visual;
- **Circulation**
 - small working group to come to a consensus,
 - Suzy Littlefield volunteers to be part of working group with Wendy Paul, Supt. and other end users.
 - SMMA to add layover and double stacking to slides for working group.
- **Schofield –**
 - Alternative 2a – modify islands and pavement for angled parking, eliminate parallel parking and “everywhere” parking;
 - Alternative 2b – Double lane queuing;
 - PBC recommends 2b but wants working group to review;
 - Check with Police on both schools alternative,
 - Consider permitting

FMD Preferences/Proprietary –

- Metasys – PBC approves
- Genetech –PBC looking for compatibility not necessary proprietary; designer & OPM research compatibility components to video monitoring/card access;
- Schlage – keying –,PBC approves;
- Door hardware –Schlage or equal approved

Scope Variances – D&W/SMMA – to make recommendations

ZBA/ DPW meetings – Water Dept. –

- introduced project to the departments and discussed paving w/ new base material,
- M Pakstis requested sewer lines and pump assembly be reviewed while pulling up base material,
- Drainage system – recharge at both schools, only keep drainage structures that are less than 10 years old
- Fire Department determined Schofield hydrant is sufficient;

ZBA timeline – Fiske – final decision by beginning of September

ZBA timeline - Schofield –final decision by end of September

SMMA Contract Amendment – Expanded Scope of Service - \$105,870

- Geotechnical exploration for analysis for recharge,
- NOI – impact of water protection district
- Net impact on contingency
- Minor vs. Major –Major changes the staggered sequence of the permitting process;
- Hearings from June to end of Sept
- **PBC approve the release of \$20,000 (\$10,000 per site)**

Pre-K in Fiske w/bathroom –PAWS – (presented by W Paul)

- School Dept request adding Pre-K (PAWS) space in Fiske for Fall 2014
 - Request is due to numbers being much higher and disabilities are much more significant
 - PAWS building cannot hold additional classes;
 - Front door of Fiske has a room and other kindergarten sections with bathroom;
 - Can this be included into the Fiske project
 - School holding meeting next Tuesday – WP to report back to PBC
- **CM@Risk Selection committee Interviews April 3rd** –
 - approx 30 mins:15 min presentation & 15 min Q&A;
 -

PBC Business:

PBC Capital Bundle Meeting with Advisory – estimate not change

- HKT sent in recommendations for GC low bids – Delulis (Arch Bdl) and Rogan (FS HQ flr)
- CBI still working on recommendations
- **Historic Commission** – Review Draft Letter to Mass Historical Commission for High School Documentation Close Out
- **MLP – Settlement Agreement – 2nd revision**
 - Amendment with Western Surety closes out net adjustments for completion of contract;
 - Town Counsel and SLanger recommend the amended agreement
- **MLP Demo** –after test results, MLP will provide an RFP within the next few weeks; MLP is funding

The meeting was adjourned 9:55PM.

Respectfully submitted,



Katheryn Mullaney
Projects Administrator