

**Permanent Building Committee
Meeting of April 24, 2014**

Approved

A duly called and posted meeting of the Permanent Building Committee was held at Town Hall, at 7:30PM, April 24, 2014
Present: S Langer, ~~M King~~, S Littlefield, ~~R Shupe~~, Andrew To *Others.*; BH+A – Dick Thuma; BOS Rep – T Tsagaris

Citizen Speak:

Tolles Parson Center

Interviews –

Catlin + Petrovick –

Recommendations for current or new site

- Resite the building – drop off; loading area; handicap (recommends 2-3 more spaces than code)
- Out door patio – good for ‘elderly;’
- Recycle on site – requires moving building
- Organize a charette;
- Interior recommendations:
 - Put exercise upstairs in daylight;
 - Table tennis – needs lots of room;
 - Companion toilet – change to toilet with shower;
 - Coat closets – users often cannot find their coats and doors use lots of space.
 - Full commercial kitchen should be used to serve a larger amount of people; current space not large enough;
 - Entrance – recommend 1 larger door vs double door
 - Lobby space is poorly used;
 - **2nd floor** – multi purpose room - need room for movement
 - Stairway location is safety hazard;
 - Portable stage is not particularly portable; not attractive; need room for ramp to stage
 - Toilet stalls are too small;
 - “open below” is dramatic but not useful
 - Put activity space on 2nd floor;
- Totally new design and site layout if get additional land
 - 2 stories;
 - Outdoor patio on SW side;
 - Can have drop off and parking without leaving the site;
 - Put reception at front door;
 - Parking lot has larger spaces assuming they “do not park straight”

Questions:

- **What will be Mr. Catlin’s involvement?**
 - PM could be onsite person, Catlin would be go to person; Catlin does design work,
 - M Petrovick oversees production and technical side of the job, use BIM, Newforma and REVIT for design, communication and documents;
- **What do you think of our schedule:**
 - The revised timetable is manageable; some concern if adjacent site is not included; timing is not an issue;
- **Why a Charette now?**
 - To understand where everyone is; more communication; Catlin can work with program; their design is more generous but has same scope;
- **Large events are planned off site as part of collaborative model; 2 or 3 events for 100-150 people; parking is sensitive issue here.**
 - Belmont accommodate with vans, carpooling, shuttles, etc;.

Lerner Ladds Bartels (LLB)

Jim Devilus – Civil engineer & landscape

Drayton Fair – principal in charge

Greg Smoley – consulting principal on proposal

Suzanne Desalvo – Project Manager

Brian Valentine - Senior technician

Discussed schedule; There is a lot to do to get from current information to standard 100% DD set; it but can be accomplished
Do not need to backtrack on design;

Questions:

- 1.) **Firm has not done much work on Senior Center. How do you intend to learn it**
 - a. S DeSalvo has been a Project Manager for Senior Center in Harvard, G. Smoley worked on Senior Centers in past;
- 2.) **As an Architect, would you recommend modifications?**
 - a. Architecturally may need to be tweaked somewhat; ex narrow stairwells and site circulation;

- b. Would perform value engineering such as companion bathroom might be moved for more efficiency,
 - c. Main stairs are narrow and need daylight; Daylight is best light, straighter site lines are better;
 - d. Stretch floor plan; travel lane;
 - e. Site - Small bus has to stop in travel lane; visitors have to walk across through parking lot traffic to building;
- 3.) **Will addition of new site or envelope change?**
- a. Would consider a more defined entrance; site circulation is concern; could use more light in stairs
- 4.) **Considering interior locations, kitchen, small dining on 1st flr, larger multipurpose on 2nd floor; and one elevator, would or could you reconfigure?**
- a. Would move administrative staff space below grade and use 1st and 2nd floors for more client/interactive staff,
 - b. Depending on food program, move kitchen; it takes up valuable space.
 - c. Connection to outside is important; prefer not putting seniors below grade;
- 5.) **Are you comfortable with stipulated fee?**
- a. Thank you for asking; yes, we see you have a good grasp on program; if radical change to design might have to revisit fee;

Steffian Bradley, Architects (SBA)

Stephen Van Ness – Project Executive

Theresa Wilson – Principal in charge

Linda Haggerty – Interior Designer

Kathy Ledoux - Architect

Stephanie Hubbard – landscape architect

- Do not usually take on projects mid stream; CFO lives in Wellesley and has personal interest in providing best facility to serve needs of residents; Wish to understand the users' vision;
- Discussed program as per Lexington project - living/ learning community therefore include IT to support programs; Drop in center; flexible spaces;
- Collaboration – Wellesley has a lot of active volunteers assisting citizens who wish to age in place; Senior Center will provide socialization & networking for them; safety is most important and begins at the front door; materials and lighting are all part of safety considerations;
- Indoor/Outdoor connection between architecture & landscape; include sustainability principles, safety and respect character of the neighborhood;

Questions:

- 1.) **How change current design within constraints of budget?**
- a. Informal breakout spaces missed, 2nd floor is very tight,
 - b. Could improve lighting - balance of glare from exterior w/interior, etc.
 - c. Stair placement on 2nd floor is too close to elevator,
 - d. Outdoor space could connect to dining room,
 - e. Toilets may need to be redesigned, 2nd floor could use more breakout space,
 - f. No doors on coat closets;
- 2.) **Where does Wellesley fit in the SBA Surveyed 12 communities**
- a. Wellesley was included – space used for banquets and rentals; had comparable senior services;
 - b. Lexington wants to move into new way of offering services;
- 3.) **Does our program work with our building? Is their opportunity to modify design Program in existing building?**
- a. Modification would be budget driven;
 - b. Could tweak space for activities; limitations are site driven
 - c. L-shaped dining area could cause site line issues, easier to have a larger rectangular space
 - d. Moveable partitions are a plus – opportunities for different sized spaces;
- 4.) **Who is Project Architect and what is the experience?**
- a. Kathy Ledoux is registered architect and responsible for implementing CDs;
- 5.) **SBA is a large firm. Would there be an established team?**
- a. Team – T Wilson is the principal; K Ledoux will be Project Manager; S Hubbard is consultant; there will be seamless communications; T Wilson and S Van Ness will be present at public hearings;
 - b. They are large firm but also do \$10,000-\$15,000 projects, designing multiple use spaces and FFE;

DISCUSSION

OPM comments and reference contacts

Steffian Bradley – good acceptable alternative; not quite as prepared tonight;

- Reference calls
 - Lexington Facilities Director, Pat Goddard. Mr Goddard loves them; they were fantastic and engaging with all;
 - Barry Bock – Fabulous; Good quality of design and documents

Catlin Petrovick–

Interview performance was poor; did not follow direction from interview memo; will the chemistry work?

- redesigned from 3 to 2 floors;
- no green elements
- 50% larger footprint

- calendar time to do it
- small firm
- Has he worked out the logistics?
- can he do a bang up job with design we have?

Reference Calls

- Irving Town Manager: Great designers; very knowledgeable about senior things; created great environment welcoming and functional;
- DCAM evaluations available only for Mr. Catlin
- Catlin – is not a good listener
- Did not let partner or civil consultant speak

LLB

Ranked 3rd; this project is not their strength;

- References
 - Peter Erickson OPM - not worked directly but familiar; likes would hire again
 - Gerry Cirillo Foxboro library – Drayton was good fellow; some personnel turnover; would not hire again;

OPM – nothing terribly negative in references about any of them;

Issues raised::

- Change the site layout
- Stairs
- Closet doors
- Lighting
- Sight lines

Catlin –

Discussion:

- Catlin - Likes the new architectural concept and his knowledge of Catlin;
- Know SBA will produce good documents;
- Like Catlin’s design and critique of existing design;
- Catlin would improve it the most if it stays mostly the same

Consensus to begin discussion with Catlin. If not satisfactory, SBA is a good alternative. LLB is ranked 3rd

Agree to arrange meeting with Catlin with a small group including M King and A To and T Tsagaris to

- Revisit some issues with Catlin;
- Understand partnership
- Understand design inclination
- Can he work with others

It was moved and seconded to approve the following invoices: It was approved 3-0.

Dore & Whittier	Inv # 00003 50% DD	\$ 18,500.00
Gatehouse Media	Inv 3/3/14 – 3/30/14 Re-bid elec HVAC legal ad	\$ 23.97
HKT architects	Inv #5 – Bid & Negotiating	\$ 4,641.00
BidDocs online	Inv #141493-1 – Floor Bid	\$ 640.52
TSG Solutions Inc	Inv #B045-001-04 – Recommendations & Standards 83%	\$ 3,100.00
SMMA	Inv # 0040472 50% DD & Additional Svc	\$223,857.00
Submittal Exchange	Inv# SE4686 – subscription fee \$ 1,500.00	
BH+A	Inv # 19822 – OPM Serv Mar 2014	\$ 4,500.00
Fed Ex	Inv # 2-613-86117 MSBA	\$ 18.26
CBI Inv # 21651 – OPM Cap Proj - Bidding		\$ 9,862.50
CBI Inv # 21650 MS Aud Seating – Bidding		\$ 2,440.00

The meeting was adjourned 10:10PM.

Respectfully submitted,

Katheryn Mullaney
Projects Administrator

pbcc min 4-24-14 approv