

PERMANENT BUILDING COMMITTEE
Minutes - October 22, 2013

Present: Co-Chairs Michael Melnick and Elaine Jones, Craig Blake, Bill Braun, Gifford Perry, John Porter, and Tom Joyner; Associate member Joseph Sziabowski. Also present: Facilities Director James Kelly.

The meeting was opened at 7:30 p.m. at the SPS Superintendent's Conference Room, Fairbank Community Center.

Town Hall Feasibility Study Present: BH+A Architects Joel Bargmann and Adrienne Cali; Richard Robison, SPS School Committee Chair; Anne Wilson, SPS Superintendent; Mary Will, SPS Business and Finance Director; Veronica Craven, Assistant Town Clerk.

Mr. Melnick informed the group that a scheme for use of the Town Hall by the School Administration was requested in order to compare costs with the alternative of providing a large addition to accommodate relocation of most of the Flynn Building offices.

BH+A Architects explained the development process and the resulting two schemes, one including the Town Clerk and the other without, although both remove the 2nd floor stage and have a raised 1st floor area. Scheme 1 has a walk-up to the rest room on the 1st floor and an accessible restroom is located on the 2nd floor; the meeting room is 200 s.f. . It was noted that the excessive second floor ceiling height is a concern for offices.

Comments on the plan were stated by the Assistant Town Clerk relative to the Clerk's need for use of the Sr. Outreach designated area and that, although the balcony storage area is available, the storage areas especially for voting equipment and other related items and for storage in general is lacking. It was also agreed by all that the voting area was much too small.

Further comments from the School representatives noted that the office components are split and adjacencies seem wrong; also the accessibility of offices by the public was of concern. After the SPS staff has had an opportunity to review the concept more thoroughly, a meeting with BH+A will be scheduled for further input toward development of an acceptable scheme.

It was the consensus of the PBC that Scheme 2 without accommodating the Town Clerk offices is not an acceptable concept and should not be considered further.

The costs associated with all scenarios were briefly summarized:

- The gross estimate for Scheme 1 as presently configured for SPS and the Town Clerk is \$7.17 (hard costs \$5.27M, soft costs \$1M, contingency of 10% or \$.90M) part of which would be eligible for CPA funds;
- Configuring the building for Town offices with a large addition would be a cost of \$9M to \$10M which would also be eligible for CPA funding;
- The cost for restoration of the building only without additional occupancy was estimated at \$5M to \$5.5M and would be eligible for CPA funding;

- Tearing down the entire building and reconstructing it with appropriate adjacencies for Town Offices would be roughly \$9M but would not be eligible for CPA funding.

Mr. Melnick also suggested that in Scheme 1 perhaps the 1952 addition could be torn down and a larger (3,000 s.f.) 1-story addition built for the Town Clerk using CPA funds for the original building and estimated this approach at \$5M.

Mr. Bargmann indicated that some funding might also be required for the SPS move to the Flynn building.

Police Headquarters Project The Committee reviewed details of the original \$7.5M concept set forth in the March 2013 Project Budget based on the detailed A.M. Fogarty cost estimate. These were contrasted with the building details noted in meetings with the Architect which will, if not controlled, increase the cost. Mr. Melnick informed the group that he and Mr. Carell had discussed the issues, particularly the use of wood framing instead of steel and attic space, access and conditioning, and Mr. Carell agreed to make the building work within the \$7.5M budget.

The Committee approved the Itemized Services portion of the Architectural Fee for Phase II and Phase III pursuant to the additional information provided by Mr. Carell.

Mr. Melnick will request the Owner's Project Manager (OPM) to develop a cash flow schedule for architectural services for the Finance Director.

Nixon Roof MSBA Project Mr. Melnick reported that an Agreement Amendment for OPM services in the amount of \$2,000 has been executed to reflect the MSBA final accounting tasks.

Meeting Schedule The next meeting is scheduled for October 24 with Architect Greg Carell and Mr. Murray.

There being no further business, the meeting was adjourned at 10:15 p.m.

Respectfully submitted,

Elaine L. Jones