

# Department of Public Works Building Committee

## Meeting minutes

January 12, 2016

Present: Jason Burbank (sworn in before meeting)(5:04), Jay Depuccio, Mark Fairbrother, Deb Radway, Pam Hanold, Ken Morin, Mark Williams (5:08). Tom Bergeron (DPW), David Jenson (BI) (5:02), Walter Ramsey (Planner). Public: John Hanold (Finance Committee).

Convene: 5:00 PM

Introductions,

Approval of minutes of January 5, 2016. Motion by , 2<sup>nd</sup> by .

(5:04) **Reinhardt Associates:** Joseph A. DiCarlo, John D. MacMillan, Paul Babin Jr. Opened with a powerpoint presentation featuring personnel, past and present projects of this type they have designed and built in our area.

Q&A:

*Radway- How many employees? A: 13*

*Jenson: Describe a building or public way project where you ran into unanticipated design/build problems and how you worked to resolve them?*

Montague Center Fire Dept. Hit ledge, mirror designed building to avoid issues.

*Jenson: How can you help us with site selection?*

Rate sites against criteria, determine size needs (sq. ft), site restrictions- geo, environmental) neighborhood considerations, etc, analyze. Stresses utilitarian nature of this type of building and designing to optimize use of building while controlling costs.

*Jay: Conway project- two tries close 'no' votes. What did you do/give up to try and get it?*

Frustrating. Learned to build constituencies.

*Radway: What is realistic for us to expect for 15K for this part of the process?*

Space needs analysis, site analysis, preliminary rough designs. Defensible design compared to other projects in neighboring towns.

*Ramsey: Can you deliver this in time for Town Meeting (early May)?*

Yes.

*Hanold: How good do you feel your cost estimates would be?*

We look at what is being built, what we are proposing; basic stuff.

*Burbank: Have you looked at energy sustainability?*

Yes, but waste oil burner, solar is usually on the ground, not on the roof. Solar often requires third-party involvement. LEED principles are stressed, but not LEED *certification*. They look for durability. Some methods are not cost-effective in situations like Montague's.

*Morin: Have you done anything involving geothermal?*

Some. Not stressed.

(5:50)

(6:02) **Weston & Sampson**

Introductions

W&S: Michael Richard, Jeffrey Alberti

Brief powerpoint presentation. Qualifications of team. Over 100 previous DPW buildings in Massachusetts. Lots of specialization in this sort of project. Team chart. Space needs assessment, site analysis, building concept plan. Can do almost everything in-house. We've done a lot of these projects, and every one is different. Interview DPW personnel, determine what storage and other needs are, efficiencies of streamlining. Detailed description of planning process for physical needs assessment. More detail of needs vs. designing.

Ramsey: Describe a project where you ran into an unanticipated problem and how you overcame it.

*Try to avoid by doing good analysis up front. The unanticipated happens on almost every project.*

Hanold: This is a complicated site. Defers to Jenson: How do you figure out where to build?

*Soil borings and analysis, existing document review. Sit with staff to determine operations and needs. Site visits for Montague staff to new buildings.*

Jay: How do you market this to the voters?

*Identify concerns and opposition and provide information to overcome concerns. Information, information, information. Show the existing and the poor state of it and what is required/needed. People like visuals.*

Ramsey: Do you have an idea of your rate of success at TM?

*They don't track this but were 4 for 4 in 2015, mostly in the east. They bring visual technology to bear.*

Jenson: Where in your planning do you do cost estimates/analysis?  
*Right off as soon as the basics are in hand. If too high, horse trading start there to not waste time or money.*

Hanold: How do you deal with concerns of durability, energy efficiency?  
*Energy efficiency is important and should be assumed right from the start. Natural lighting and rain harvesting are examples. Current technology, with designing for future improvements.*

Hanold: How good are your cost estimates?  
*We've done so many we have confidence in our numbers. We know what is being built and know the contractors and they know us.*

Ramsey: Can you have this for TM in early May?  
*Yes. We have 19 people.*

Morin: Were either of you involved in the Millers Falls Road project?  
*The company was; we were not. We are from a different office.*

Jenson: LEED certification, energy efficiency, sustainable design- are you fluent with this?  
*Yes. LEED certification is basically just good current engineering. We make our roofs design ready for solar. They would know costs of doing vs. not doing.*

Radway: Do you do radiant heating?  
*It is better and we have done it. Many benefits.*

Hanold: concerns about durability in design and use.  
*They understand the issues of durability and how systems are linked together.*

Hanold: is it possible in your design to get an estimate of additional costs for additional staff and equipment and utilities?  
*Yes. Planning for this is part of our standard procedures.*

Williams: Can you give us examples similar projects you have done?  
*Boylston and Charlton are perhaps the closest in size.*

Jenson: What are the drivers for size?  
*Staff, budget, number of vehicles. 50-60 percent of space is for vehicles.*

Morin: Are wash racks done in these buildings?  
*Yes, and they are almost all indoors.*

Do you have abilities if natural history concerns arise?  
*Yes. We have staff specifically for this type of permitting.*

Hanold: Are you comfortable with the expertise of this committee in various ways?  
*Yes. We are a part of your team.*

(6:51)

Committee discussion:

Fairbrother: Concerning Rheinhardt, MCFD building design issues weren't as simple as the presentation indicated. ConCom warned them of site issues that were ignored until confirmed. Redesign followed.

Jenson: Rheinhardt will give you a chevy if you ask for a chevy. W&S will give you a Cadillac unless you ask for a chevy.

Hanold: is the Millers Falls Road problem of concern here?

*Ramsey: No, different division and type of issue.*

Morin: You get what you pay for, if you want 'extras'. Radiant heat in flooring is very important.

Jenson: Radiant flooring is getting to be standard.

Jay: We have the expertise on this committee to keep control of the design.

Radway: Funding. We could potentially do CDBG funds, USDA, Homeland Security funds?

*Hanold: Dealing with block grant slows things down.*

Hanold: Tom do you have a preference?

*W&S*

VOTE: Motion by Radway to award to W&S, 2<sup>nd</sup> by Jay. 6-1 in favor, Morin opposed.

Motion by Radway to Hanold/Morin as co-chairs and Fairbrother as clerk, Jay 2<sup>nd</sup>. 7-0 in favor.

This will go before the BoS/Fincom Wednesday.

Tuesdays are good for meetings at 5:00

Next meeting to be scheduled later.

Motion to adjourn at 7:16 by Radway, 2<sup>nd</sup> by Jay. 7-0