

Sterling Senior Center Building Committee

Butterick Municipal Building - COA Room

October 16, 2014 - 6:00 PM

MINUTES

Present: Chair Maureen Cranson, Vice-Chair Michael Padula, Kevin Beaupre, Robert Bloom, Ronald Cote (A=6:24), Richard Maki, and Weymouth Whitney. Also present were OPM Michael Josefek and Peter Kozcera, Jeffrey Ritter and Karen Phillips. Absent: John Kilcoyne.

Open Meeting: Ms. Cranson opened the meeting at 6:01 PM.

Minutes: The Minutes of October 9, 2014 were approved as amended by Mr. Bloom. VOTE: YEA = 6, NAY = 0, ABS = 0.

Report on Contract Negotiations with Turowski 2: Chair Cranson asked OPM principal Michael Josefek to describe the progress toward reaching an agreement with T-2. The negotiations session was held at 4:00 PM with Peter and Libby Turowski. Sub-committee members present were Mr. Josefek, Mr. Beaupre, Mr. Bloom, Mr. Maki, and Mr. Ritter. The group went line-by-line examining the proposed contract for Basic and Additional Services. The Basic fees included charges for architectural, civil engineering, landscape, structural, MEP/FP/Telecom, and cost estimating services. The initial proposal totaled \$217,375 which T-2 subsequently modified to \$210,100. Negotiations were focused on reducing proposed expenses on civil engineering and landscape services. Both sets of services were tentatively amended resulting in a final cost for Basic services of ~ \$196,303. T-2 will work with the civil engineer to reconfigure the scope of their services and reduce the cost appropriately. Landscape design will be decreased significantly to only include work at the schematic design level with final work to be requested of the Department of Public Works. Mr. Josefek believes that T-2 will agree to a contract capped at \$196,303 for Basic Services and that figure (percentage wise) is in line with guidance from State construction authorities (DCAMM).

Additional Services include work that may be necessary during the project such as a survey updates, mounding studies, environmental permitting, acoustical engineering and FF&E/Finishes. The initial potential cost was estimated at \$42,820 by T-2. The exact final possible cost for Additional Services was left undetermined. However, \$13,000 was reduced by eliminating acoustical engineering. Further, limiting FF&E/Finishes to designing a commercial kitchen significantly lowered that potential expense, and other possible reductions will be investigated in order to continue to minimize costs.

Mr. Ritter and Mr. Josefek will complete the architectural contract using a template provided by Town counsel and expect to finalize negotiations with Turowski 2 shortly.

The sub-committee discussed possible changes in the sizing of the septic system previously approved by the Board of Health. Based upon the building occupancy, it may be possible to reduce the size of the system. Initial estimates for occupancy were calculated for 130 people and that number may need to be reduced to 100-110 in order to include other program uses by the Council on Aging. Any changes would need the approval of the BOH.

Tree Removal: Following further investigation, Ms. Cranson reported that a full RFQ was not needed to cut and remove the trees on the building site, but only a published request for bids to accomplish the work was necessary. Ms. Cranson will work with Mrs. Phillips and DPW Superintendent Tuttle to prepare and publish the advertisement.

Next Steps: Mr. Josefek asked Committee members to send the architect their ideas and requests for possible inclusion in the project design. In addition, design requests previously assembled by the Committee and the COA will be forwarded to T-2.

In response to a question raised by Mr. Padula regarding construction cost using various materials, Mr. Josefek confirmed that the architect said that, without doubt, wood construction would be the least expensive construction method.

Open Discussion: Mr. Padula asked about the borings and was told that tree clearing and plans showing the exact placement of the building would precede the test borings. The merits of trenching rather than boring was discussed and Mr. Padula said he would volunteer to perform the work if other local contractors are unavailable. Mr. Josefek stated that a forum for local contractors who might be interested in bidding on the project could be held after the upcoming holidays.

Next Meeting: Ms. Cranson will meet with the Board of Selectmen on October 22, 2014 and it will not be a posted meeting of the Committee. The Committee will meet at 7:30 PM on that same date in the Butterick building. Committee members were again reminded to submit their design ideas and concerns to T-2 in the near future.

Adjournment: The Committee adjourned at 7:08 PM following a unanimous vote of approval on a motion offered by Mr. Beaupre and seconded by Mr. Padula.

Respectfully submitted by

Richard H. Maki
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