

**Sharon Standing Building Committee
Meeting Minutes
May 12, 2015**

SSBC Members

Gordon Gladstone, Chair	Tony Branca - absent	Richard Slater	Colleen Tuck
Matthew Baldassari	Bill Croteau	Steve Smith	
Deb Benjamin - absent	Rick Rice	Roger Thibault - absent	

Special Members

Joe Bernstein, Police Chief	Eric Hooper, DPW Superintendent	Jim Wright, Fire Chief
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Other Attendees

Shane Nolan -- Daedalus	Mike Dupuis - Consigli
Todd Costa - Kaestle Boos	Deputy Chief Kaufman
Kristin Kaestle Boos	

1. Administration

- The meeting of the Sharon Standing Building Committee was called to order by Chair Gordon Gladstone at 6:30 PM at the Community Center.
- Future scheduled meetings: 5/26, 6/9, 6/23
- Chair Gladstone stated that at the next meeting, to be held on 5/26, we will receive a report on the budgets based on 60% drawings. This is an important milestone in our progress.
- Chief Wright stated that 7/14/15 is the date for the Civil Defense move.

2. Architect's Report

- Mr. Costa said the additional subsurface exploration around the former DPW building will take place on May 13th.
- Mr. Costa said there is a meeting with Eversource to review the sites design plans.
- 60% construction document estimates will be reviewed and reconciled at their meeting on May 13th. KBA will be working to establish a level of quality for FF&E and verify the budget with an itemized list to be presented along with the 60% budget.

- A meeting was held with Sharon Cable Television to discuss desired devices and outlet locations to be provided as conduit and back boxes with pull strings to accommodate for live broadcasts in the future.
- The finishes and materials were presented for a final review. The Committee is satisfied with the design and options; finishes and quality. Mr. Hooper requested a map for the escape routes from the building. A discussion was held regarding having adequate storage space for tables and chairs in the new building as the configuration of the conference rooms may need to change due to meetings. A potential for storing 150 chairs is needed. Mr. Costa said he will review and report back.
- Mr. Gladstone said he spoke with Dave McKinley of KBA regarding the McMahon contract to be signed by KBA. Mr. Gladstone made McKinley aware of the objections to the contract language including, but not limited to, the restriction on the number of meetings and the recitation of expenses not included in the contract price. McKinley responded that KBA routinely did not pay for additional meetings or additional reimbursable expenses beyond what was scheduled in the contract language. Mr. Gladstone said he wants it clear that the SSBC, acting on McKinley's comments, would "approve" the contract and if there were any additional costs they would not be paid by the SSBC.

3. Daedalus

- Mr. Nolan stated on 5/26, the Committee will see the 60% packages. Chair Gladstone said he wants to see a summary of the differences within the three estimates by line item. He asked for a side by side comparison.
- Mr. Nolan said the Trade Contractor Request for Qualifications was sent out and is due back by 6/5/15. He expects 80 - 100 contractors to reply. DPI will perform the reference checks. Mr. Gladstone asked that Mr. Nolan provide written instructions for the review process to include how to score and what we are looking for. Mr. Nolan said it is a pass/fail type of scoring.
- Mr. Nolan said that by 6/16 Kaestle Boos will issue the 90% set. This includes demolition, abatement, concrete and steel. By the end of July we should have the 100% bid sets for the rest of the contractors. By mid-July, Consigli will be mobilized on site for demolition and abatement.
- Mr. Nolan said he is waiting for updated pricing on the tower, antenna and radio equipment etc.
- Mr. Nolan said the electric service needs to get going. This is Eversource.

4. Consigli

- Mr. Dupuis said he is putting together the 60% set estimate. They developed a constructability log, reviewed all drawings and developed a list of questions that need answers. They updated the schedule. They updated the sequence of utilities. They estimated the move out date for the trailer and DPW.

5. Meeting Minutes

Smith/Slater moved/seconded approval of the meeting minutes of 4/28/15. The Committee voted unanimously in favor. Croteau abstained.

6. Invoices

Smith/Tuck moved/seconded the payment for the invoices below for the Public Safety Building. The Committee voted unanimously for approval.

\$ 699.96 - Mile Pollimer – Civil Defense
\$ 5,000.00 - Daedalus – 30% Construction documents
\$ 11,521.87 - Consigli
\$ 72,691.68 - Kaestle Boos

7. Adjournment

Through unanimous consent the meeting adjourned at 7:45 PM

8. Attachments

Daedalus Report
Kaestle Boos

Submitted:
Rachelle Levitts
Sharon Standing Building Committee

(Gordon Gladstone) Signature of Chair

Date of Acceptance

NOTE: All Standing Building Committee minutes and attachments will be available for the public to read at the Standing Building Committee office located at the Community Center upon request.