

# **Sharon Standing Building Committee Meeting Minutes October 21, 2014**

## **SSBC Members**

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

## **Special Members**

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

Shane Nolan - Daedalus	Todd Costa – Kaestle Boos

### **1. Administration**

- a. The meeting of the Sharon Standing Building Committee was called to order by Chair Gordon Gladstone at 6:30 PM at the Community Center.
- b. Future Scheduled Meetings: 11/4, 11/18, 12/2, 12/16
- c. Chair Gladstone stated that there is an amendment to the KBA contract, to set the contract to \$1.6 million dollars over the feasibility study costs. He also said there is a new section 7.5 for the CM@Risk construction delivery method to add to the contract. He said all of these changes in the contract have been reviewed by Town Counsel.

Mr. Rice moved to have Chair Gladstone sign the amendment #1 for the KBA contract and to approved section 7.5 as a further amendment to their contract. Mr. Smith seconded the motion and the Committee voted unanimously.

### **2. OPM Report**

- a. Mr. Nolan said that DPI has completed the Construction Manager at Risk Application and submitted it to the Office of the Inspector General on September 30<sup>th</sup>. The CM at Risk application was approved by the Inspector General's office as of the October 21<sup>st</sup> meeting.
- b. Mr. Nolan said the CM @Risk RFQ's will be available beginning October 22<sup>nd</sup>. Statements of Qualifications are due November 12<sup>th</sup>. A CM Selection Committee needs to be established. This must consist of 1 representative of the designer, the Owner's Project Manager and at least two representatives for the SSBC.

c. A brief discussion was held regarding the commissioning agent. Their responsibility is to determine that the systems are running as specified. DPI received 2 bids and the WSP bid was \$30,850. Mr. Rice suggested that the contract for this service be between the commissioning agent and Daedalus. The question posed was is the SSBC the contracting party or is it Daedalus. The SSBC sees this as a reimbursable expense.

The decision by the Committee was made to create an amendment to the DPI contract to include the commissioning agent. The Committee wants DPI to be in charge of the contract.

### **3. Architects Report**

a. Todd Costa reviewed the changes he made to the building roof slopes and elevation and provided several options. He said this roof study was to ensure due diligence in the building design. Some of the options revised the roof slope and added dormers. Changes were offered for both the front and back of the building.

b. Mr. Costa commented that everything has gone to the estimators and we should have cost estimate by the 11/4 meeting.

### **4. Meeting Minutes**

Mr. Smith moved to accept the meeting minutes of October 7, 2014. Mr. Thibault seconded the motion and the Committee voted unanimously in favor of approval.

### **5. Invoices**

The following invoices were voted unanimously as pertains to the DPW Building and Fire and Safety facility:

- a. \$60,981.50 Cape Building final DPW bill
- b. \$2,000.00 Daedalus for final work on DPW Building
- c. \$12,000.00 Daedalus Contract for Public Safety Building
- d. \$120,000 first payment on the \$1.6 million dollar contract with Kaestle Boos. The contract has been approved and reviewed by Town Counsel.

### **6. Adjournment**

The meeting adjourned at 7:10PM – unanimous vote.

### **7. Attachments**

10/21 Architects Schematic Design  
10/21 OPM Report

Submitted:  
Rachelle Levitts  
Sharon Standing Building Committee

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(Gordon Gladstone)      Signature of Chair

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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.