

# Public Building Commission, May 9, 2013

TOWN OF SCITUATE MASSACHUSETTS

PUBLIC BUILDING COMMISSION

Scituate Library

Meeting Minutes of Thursday, May 9, 2013

Committee Members Present:

Edward DiSalvio

Jacqueline Carr

Tony D'Onofrio

Michael Hager

Carl Campagna

Also present:

Kevin Kelly, Town Facilities Manager

Mark Sandham, Advisory Committee Chairperson

1. MEETING CALLED TO ORDER Meeting called to order at 7:03 pm by Chairperson Ed DiSalvio.

2. ACCEPTANCE OF AGENDA The agenda was unanimously accepted.

3. ACCEPTANCE OF PAST MINUTES April 11, 2013 minutes have not been submitted for review yet.

## 4. OLD BUSINESS

- Gates: Ed DiSalvio updated the committee on the status of this project. The architect has been working on plans with officials at town hall under the direction of the BOS. Next Monday they hope to settle on the layout, Scheme D seems to be moving forward. After this meeting the architect will do a cost estimate and report. The PBC will get a copy of this report.

- Public Facilities: The Town Administrator gave Mr. DiSalvio a copy of the "Public Facilities Master Plan Update". He invited the group to review the document and ask any questions they may have. Tony D'Onofrio asked when Weston and Sampson did the work that was referred to in the document? Ed DiSalvio stated that he was not sure. Kevin Kelly said that this is a new study that was done either thru the DPW or the Sewer Dept. to see if a new Public Safety Complex at the Ellis Property could tie sewer into the existing sewer at town hall? Mr. D'Onofrio asked if anyone was looking at the state procedure for this? He mentioned that years ago a potential sewer site across 3A was considered and how the state was not happy to have it cross 3A. He said he couldn't imagine them letting the town go down the side of 3A to town hall. Mr. Kelly responded that the study that was done can be found on the towns website. The Ellis property was not transferred at town meeting but Kevin Kelly said that the TA and BOS want to go forward with a building design and finalize the site concurrently. Ed DiSalvio pointed out that the architect is just doing a schematic based on square footage. Carl Campagna agreed that this is often done. Tony D'Onofrio asked what would happen if no site could be agreed upon? It would be a waste of money. Mr. DiSalvio said that the intent was not to go into design, just complete a schematic. Tony D'Onofrio suggested giving it to a graduate school to do if that is the case.

## 5. NEW BUSINESS

- Public Safety Complex: The Town Administrator has asked the PBC to short-list the OPM proposals. She would like a recommendation of the top 3, and of those, a preferred company. Ed DiSalvio asked the PBC members to list their top four. Tony D'Onofrio pointed out that each applicant did not use the same version

of the DSB form and therefore did not provide the same information. Mr. DiSalvio read the RFP and clarified that the applicants should have used the 2013 DSB form, which references the 2011 version. Perhaps there was a conflict in the instructions? Mr. D'Onofrio thought CMS should not be in the running b/c they had no registered architect, no PE and no civil engineer listed as an employee. Netco has never gone through any litigation, which is a good sign. Arcadis didn't list additional services, which he thought was unusual. Ms. Carr liked that CMS demonstrated timeliness; Daedalus talked about communities they worked with and being involved in town meeting etc.; Arcadis had a lot of other projects going on but they are a large firm so that may be ok. Mr. Campagna said the most important thing to him was relevant experience. He said that all of the companies took the same seminars, etc. Ed DiSalvio agreed that they all met minimum requirements. He also said that OPM law allows unregistered people to be the Project Director. Is that the same as the OPM? Some people felt yes, others no. Perhaps RFP should have asked for OPM to have a registration? Mr. DiSalvio settled that the PBC will interview four firms: Arcadis, CDR Maguire, Daedalus and PMA Consultants. The interviews will be on May 23rd. The firms will get ½ hr each, starting at 7pm.

- Tony asked who would write the document when it was time to find an architect? Mr. DiSalvio said the PBC would definitely see it before it went out. Both felt the PBC should take the lead writing and proofing the document.

- Mark Sandham asked if a Public Safety Complex is usually designed individually? Or is there a model, like with the MSBA model schools? Tony D'Onofrio answered that they were done individually because of the specific town needs and site constraints. Mr. Sandham asked about the price? It varies greatly. Jacqueline Carr asked where the \$4.5 million listed in the RFP originated? No one knew.

## 6.LIAISON REPORT FROM STEERING COMMITTEE

- Jacqueline Carr went over the "Public Facilities Master Plan Update" from the TA. She also said that the Steering Committee went on a tour of all of the Public Facilities and the video is on the town website as well as Scituate TV. The school project timetable has shifted and Scituate is now on the MSBA's June agenda. The possibility of constructing a sewer line to the Ellis property was also discussed, for a school or public safety complex, or both. The Gates/town hall project was discussed. Derkey Brown has asked for more information to do the preliminary estimates. The Library will have a formal request for money going before the BOS for their renovation project. A Revenue Committee is being formed to look at Master Plan cost offsetting. Trish Vinchesi is working on a timetable for all of these proposed improvements. Also, the ESCO improvements have begun on the town buildings. These are energy saving measures such as: windows, boilers, lights, etc. There are 75 energy saving measures in all. Mr. Kelly volunteered to bring a spreadsheet itemizing them. The town has broken ground on the solar array at the capped landfill. Finally, the Steering Committee discussed doing another public tour of Gates and talked about how to market the project to citizens. The PBC thanked Ms. Carr for her report.

7.MEETING ADJOURNED Motion to adjourn the meeting made by Tony D'Onofrio, 2nd by Mike Hager, the PBC voted unanimously to adjourn at 8:16pm.

Respectfully submitted,  
Simone Zimmerman  
Recording Secretary