



**MEETING MINUTES**  
**Public Building Commission**  
**Thursday, March 8, 2018**  
**Scituate Public Library, Small Conference Room**  
**7:00 pm**

**Committee Members Present;** Carl Campagna; Larry Guilmette; Stephanie Holland;  
Linda Hayes; John Miller; Jim Boudreau (part time)

**Committee Member Absent:** Ed DiSalvio, Chairperson

**Also in Attendance:** Jon Lemieux, OPM Vertex

The Meeting was called to order at 7:00 pm by Carl Campagna

**NEW BUSINESS**

**Senior Center Project**

Jon Lemieux explained to the members present why the RFQ cannot go out yet, until decisions are made on the additional scope of the proposal. He explained that new information had developed within the past few days. The Town may consider demolishing portions of the Gates School, leaving the gym and other “yet to be determined” portions of the school. The Senior Center would become a standalone building to be located on the Site of the current C and B wings.

The present design fee budget is \$500,000. An additional amount of \$480,000 will be requested for the design fee because of the increased scope of the Senior Center Project, which if approved by Capital Planning will be presented at the Annual Town Meeting.

He indicated that the Town Administrator had talked with him about the \$980,000 request to Capital Planning to fully accommodate the Architectural Services through complete bid documents.

In answer to Carl’s question regarding the funding, the expectation would be to have a complete set of plans submitted for the next 2019 Annual Town Meeting (ATM), Jon responded that this is now what is proposed and though a tight schedule he thought it could be done and also felt that going to the 2019 ATM with the firm bid numbers is better for us.

There was also some discussion on costs of materials and the effects of current events on prices as we move forward. Jon also mentioned the difference in project proximity between Scituate and a town like Southborough which might receive more bids for work because of its more attractive geographical location.

Jon expects to have more information on the Gates School decision next week.

Jon reviewed the Draft RFQ for Designer Services for the building of the Scituate Senior Center with the Committee. Modifications were made to better adhere to the project parameters which Jon will include in the Final Draft.

Proposed timeline:

- March 15 - Add placed in the Central Register
- March 21 – Add published in Central Register
- March 28 – Walk Through
- March 30 - Written question deadline - 11 AM
- April 11, 2018 Proposal due date – 1:00 PM
- April 12 – 18, 2018 – Committee reviews and evaluates proposals
- April 24, 2018 Interviews (time TBD)

**There being no other business a motion to adjourn the meeting at 8:15 PM was made by Carl Campagna, seconded by Larry Guilmette, Unanimous Vote (5-0)**

**Next Meeting March 20, 2018**

Respectfully Submitted:  
Linda Hayes, Carl Campagna

**Outstanding Items:**

- None