



**MEETING MINUTES**  
**Public Building Commission**  
**Tuesday, May 8, 2018**  
***EOC, Public Safety Building***  
**6:00 PM**

**Committee Members Present:**; Carl Campagna; Larry Guilmette; Stephen Shea; Stephanie Holland; John Miller, User Member; Linda Hayes, User Member

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

**Also in Attendance:** Nancy Holt, Finance Director; Steve Kirby, Vertex

The meeting was called to order at 6:00 pm by Carl Campagna.

**NEW BUSINESS**

**Begin interview process for the Senior Center Project**

**Bargmann Hendrie & Archetype, Inc. (BH&A)** Joel Bargmann (Programming and Design) and Rachel Young, Project Manager and Implementation)

- The project will be adapted for Scituate's needs
- Experience includes 20+ Senior Centers, some are combined with Recreation Centers and provide an integration of programs
- Chapter 149 experience
- Large team
- Liked the mission statement on the Town of Scituate's Council of Aging page

**DEMOGRAPHICS:**

- In 2030, the "Boomer's" kids will occupy the building, 50 year life cycle
- Not all seniors are seniors; different ages in senior group
- Large number of seniors live in houses in Scituate
- 93% of boomers do not want to leave Scituate
- 48% 80+ are single
- Foundation blocks include: volunteering, lifelong learning, wellness, information, café.
- Design Program: what you want in your Senior Center (15,000 sf program)
- Program Plan

**TYPES OF DESIGNS:**

- General vs. Specific Approach (Hotel like feel)

- Considerations with 2-story buildings (cleaner lines)
- “Right Sizing” the spaces
- Multi- Purpose room (heart of the center, flexible)
  - Storage
- Food Service and Kitchens (program space for volunteers or general public)
- Flexible vs. Purpose built
- Unique programs like a greenhouse
- Lobby/Café (a casual meeting place)
- Gym and Fitness equipment, various activities for all ages
- Respite Services, available for caregivers and seniors

#### COST CONTROL:

- Professional cost estimator and builder sit down together to reconcile differences in estimates
- Help with Furniture prices
- Help with Total project costs
- Help with Operational cost efforts
- Key Dates: Start in summer season (suggest the summer session for design and site selection), Bid in March (go to bid before winter conditions) April final presentations and open building in 2020
- Site Selection, two more possibilities for sites that could be added to the existing 3 options: Could connect to the gym or build Senior Center in front of gym or where the old center section of Gates was, close off Center Park Drive for intersection improvements. Would use an objective rating system.
- Community Context, what the building will look like on the outside. Blend in with the surrounding building, or modern/contemporary or traditional and modern mixed.
- Obtain input from the community and users and report back
- No detail too small (rebates for energy saving)

#### **Question and Answer Session:**

- Carl asked how many senior centers they have designed and built -- 20
- Linda asked when they built their first senior center -- 1993
- Larry said that since the gym may require upgrades; ADA access is triggered at a certain amount and we may not be required to do so. Will you have to make it ADA accessible-- Did not believe that the threshold would be hit would, but you might want to A/C gym and make it accessible from the first floor
- Larry asked if you missed something in the planning process and there was a problem, how would your company handle it—would add property contingency in project, diligent in design phase, look for asbestos and issues like that, would not rely on old drawings/plans.
- John Miller asked how do you work with subs -- mechanical engineers for heating and electricity, structure, lighting, mechanical systems all explained in a simple way from the engineers. We also use an acoustical engineer and technology engineer for each room.
- John Miller asked how long have you worked with them [subs]-- over 10 years
- Carl asked about the full design and if there were any exclusions or limits in the scope--we just do not like an open-ended punch list with unlimited review. We limit it to two in the general contractor's contract.

- Linda asked what type of training the employees have in designing senior centers--training in the early 90's went to seminars in Colorado, Community Senior Center University and learn from Senior Center directors and clients. Going to other states have also helped in learning new approaches and trends.
- Carl asked about their current workload and availability -- currently three projects wrapping up, one may be extended and one on-going small project. We are available to start the project now
- John said who would be involved--Sarah, background in senior assisted living and design, Jane who is a designer (3D) Jim Burnell, checks and balances usually reviews drawings, but is not available for project.
- Carl asked about the plan for our Town and the activity spaces -- they would start with a big room, wellness room, and small conference room, flexible spaces of different sizes. That will be decided through the programming phase, balance is important, not too generic but not too specific.
- Linda asked if wooden buildings are still being built -- yes, we would decide between wood and steel at the beginning of the project. Larger rooms with second floors are better to do in steel. The contractors do not like to mix steel and wood.

#### **Discussion:**

- Hard to compare because they were first presenter
- They are experienced
- Liked the acoustic engineer
- Liked the data aspect of the presentation (from our Needs Assessment Study)
- May need to tighten up the scope of the gym portion
- Liked that they requested a second tour of the school
- Questioned if they will they be able to handle the complexity of traffic flow and integrating with Gates gym
- Liked the alternative sites offerings

**Brewster Thornton Group:** Mary Dorsey Brewster and Nathaniel Ginsburg and Patrick Connors (grew up in Scituate)

- Mid-size firm, like to focus on interesting project that are important to communities
- Multiple partners would be involved

#### **TEAM**

- Christine Shea would be project manager (had a conflict and was not able to attend)
- Lorraine Hiatt, PhD professional gerontologist, would be brought in as a consultant as much as needed, leader in the industry
- Pare Corporation (Civil/Site engineering) 2 offices, 90 employees, worked with Brewster for a 10 years and on other senior center projects
- Traverse Landscape
- Odeh (Structural Engineers)
- Ellana, Inc. (Cost estimating firm)
- Designs buildings by keying into client's needs, no cookie cutter designs, use details from other buildings in town
- Familiarity in troubleshooting old buildings
- Experience in Senior Centers, Seekonk was the first
- Creative thinking with smaller budgets

- Want to make attractive to seniors, but not make people feel old

## DESIGN

- Café entry, Multi-use spaces, Unobtrusive services connected to entry, accessibility,
- Site design important, need parking, lighting and bus stops, appropriate interior finishes and furniture selection and master planning for any future additions.
- Creating spaces that do not need to be set up and broken down because Senior Centers typically do not have a lot of resources to do this
- Difference design schemes available, multiple options from difference designs can be combined into one option
- Design considerations, programmatic goals, erase stigma of age, material considerations local artwork and gallery.
- Needs to work for seniors of all ages.
- Site Design, identify existing site amenities, develop site design with existing amenities, provide clear site access, design simple site circulation patterns, enhance accessibility with safe routes, local parking with sufficient drop-off and parking, provide comfortable outdoor gathering spaces, safe surfaces. Staff offices should have oversight of parking area.
- Design for community, design process brings all stakeholders to the table. Sustainability is important.

## **Question and Answer Session:**

- *The firm asked the Commission if there was anything that was not included in the data, Larry said that it has evolved to this point. We do not need another needs assessment; we are ready for siting the plan. Stephanie added that we were at the point where it would be more of a validation.*
- Carl asked about working with multiple teams and if the team was always the same -- yes
- Linda asked if the assisted living they built was similar to a senior center -- yes
- Larry asked about the project in South Kingston where they integrated ballparks, a middle school and a rec. center --The rec center was in the middle of the campus so they utilized the walking paths to the ballparks, installed an athletic floor good for all sports. Lighting at night became very important, because all different groups were using the parking lot, campus and ballparks.
- John Miller asked about the rehab of Seekonk and if any problems arose --they had challenges, but no problems.
- Steve Kirby asked if Christine would be the project manager and if she oversees the whole process, initial concept to close out--The partner is the lead and Christine would be day-to-day point of contact until the end of the project.
- Steve Kirby asked if Christine was well versed in Chapter 149 -- yes.
- Carl asked about current workload and when they could start--we could start right away. We have projects that are in different levels of design. Currently, we do not have another project starting at this phase currently.
- Linda asked about specific Senior Center design training and knowledge of current trends—we have learned from magazine reading and seminars. There is no certification program but the seminars are very helpful in current thinking. We also have an expert on staff, Lorraine Hiatt, PhD.
- Carl asked how long design and construction would take-- renovation adds time into the process design, typically it would take about 2 – 3 months, construction documents would

take 2 – 3 months and then review/approval times and survey can add time. Construction durations will depend on phasing. New building of this size should take 12 months to build.

**Isgenuity:** Martin Batt, Kevin Wyrsh (day-to-day oversight) Eamonn Meagher (Project Manager) Kate Spinelli (Interior Design)

- Seasoned team that has worked on many projects together
- Smaller firm out of Boston, 20 employees including 7 architects
- Experience with senior type care spaces
- Name comes from a combination of Is Genuine and Integrity = Ingenuity
- Uncommon client focus: think very hard about the client's needs, make our people the best they can be, harness the intellectual capital of the firm for all our work, providing the most advanced tools, promote integrity, accountability and truth, promote collaboration, reinforce, we are stewards of our environment
- Buildings are built virtually, you can walk through building virtually before it is built
- Design: listen, research, probe, test, discover, synthesize, imagine, iterate and enlighten
- LEED certification
- Work with "lean principle," continual improvement, communicate effectively, pull scheduling and flow analysis, eliminate redundancy and use mock-ups
- Cost and quality control, we are very careful with the quality of our drawings. Best practice reference set, quality control.
- Lessons learned every Monday morning to transfer knowledge to the entire team
- Proposed team to work with Vertex and Town: civil engineer, landscape architect, geotechnical and structural engineer, mechanical engineer
- Senior Focused Design: lighting (consistent and dimming ability and natural lighting where available), acoustic (look at surfaces and how they absorb sound), color (appropriate levels of contrast), finish materials (matte finishes), site access, furniture and equipment (safe chairs that are not tippy, leg type, height of seat and arm rests taken into consideration)

Revere Senior Care Center, 15,500 senior care center in a residential neighborhood.

- Flow analysis -- arrival and departure is important
- Oversized doors on bathrooms for wheelchairs and walkers
- Access to nature
- Unique site accessibility, had to go through zoning, planning and conservation
- Eliminated curbs
- Avoid drafts
- Hands free faucets

79 Paris Street Rehabilitation

- 100 year old East Boston Building
- New windows, fire protection, replace HVAC, replacing elevator, ADA accessibility and upgrades, keeping original design of building on the outside.

INITIAL IDEAS

- Option 1: The site removes buildings B and C, keep gym on second floor and keep part of A wing. Make a community hub to connect them. Integrate a new central, community hub to connect them, create a drop off zone, site access to tennis and soccer fields. New senior center placed near the entrance of the site

- Option 2: The site removes all the existing buildings at old Gates, build a new gym on the first floor, brand new facility. Place senior center on the east side of the site behind the two historic building. This would clean up the circulation, one entrance on the two main roads.

### **Question and Answer Session:**

- Larry asked about how they would approach demo and how long it would take and what the cost would be -- The cost of the new development would not be hard to calculate and we could do it quickly. The integration and upgrading of the existing building could be time consuming but could run both parallel. Once you know what building(s) you are keeping we could do a code analysis and look at what upgrades needs to be done. This would be a 3 – 4 month process to understand what we are working with.
- Carl asked about their previous clients, specifically that they were all big companies and how they would feel about working with a small to midsize town--We do many smaller projects for big clients, we have done 25 projects in East Boston and we feel like part of the community now.
- John Miller asked if they were under any square footage restrictions when they built in Revere, if they were hindered by the space and if they considered building a second floor-- We looked at everything including 3 floors, parking below and building on top, but the client did not want an elevator, they did not want to provide services over two floors.
- Linda asked whom they worked with in Revere--the mayor and we had community meetings and a task force was developed with directors from other senior centers. We did precedent studies too. We looked at goals and objectives of the group.
- Steve Kirby asked which projects were under Chapter 149--none, but our team has experience in Chapter 149.
- Carl asked if they use the same sub consultants--we use approved vendors depending on the client. We put together our strongest team for this project
- Stephen asked about their current workload--the Revere project is just finishing up so we are actively looking for our next project.
- Linda asked if they received senior center training--we do not have specific senior center design but do have experience in senior living.
- Carl asked if they could start right away--they said they could, the initial study phase that we need to work out first, would not take a large team. Once the final project was validated, we would increase the team.
- Stephen asked if they have any areas of concern--they did not.

### **Voting:**

Carl thought we probably know which firm we would not select and asked the Commission to provide their last choice.

<b>Stephanie:</b>	Last choice Brewster
<b>Stephen:</b>	Last choice Brewster
<b>Larry:</b>	Last choice Brewster
<b>Carl:</b>	Last choice Isgenuity
<b>Linda:</b>	Last choice Isgenuity
<b>John:</b>	Last choice Isgenuity
<b>Steve Kirby:</b>	Last choice Isgenuity

## **Overall Discussion:**

Carl felt that Isgenuity did not enough experience.

Linda liked BH&A, but she says she needs to trust the process and that they would do their homework and communicate. Brewster started slow, but won her over with their thoughtfulness. However, BH&A has the right experience.

Stephen felt that BH&A had a good combination of data and did a lot of upfront work. He thought that they had a great deal of experience and that Brewster did not provide enough specifics in their presentation like demographics or a project schedule.

Larry felt that Brewster did not review the information that we provided

Steve Kirby said to think about the fact that you have to work with this company for a long time and be able to communicate with them.

Steve Kirby felt that Rachel from (BH&A) was very knowledgeable.

Stephanie said she would be comfortable with BH&A

Carl liked BH&A's presentation, their demographics graphs, estimations were well thought out. They thought about attaching parts of the old Gates building and the ADA accessibility.

Stephen asked Steve Kirby if we could influence the people and subs on the project, Steve said we could put it in the contract.

Linda asked if we could make a request for change during the project, Steve said that would be tough and Larry said we do not want to micromanage the project or if something goes wrong we would not want them to come back and say it was due to the change we requested.

Linda said she was impressed that the projects from BH&A were all different.

## **Carl asked the Commission to provide their first choice:**

<b>Stephanie:</b>	First choice BH&A
<b>Stephen:</b>	First choice BH&A
<b>Larry:</b>	First choice BH&A
<b>Carl:</b>	First choice BH&A
<b>Linda:</b>	First choice BH&A
<b>John:</b>	First choice BH&A

**Carl Campagna made a motion to select Bargmann Hendrie & Archetype, Inc. (BH&A) as the design consultant for the Senior Center and to pass the name to the Town Administrator, seconded by Larry Guilmette; Unanimous Vote (6-0)**

**There being no other business a motion to adjourn the meeting at 9:05 PM was made by Linda Hayes, seconded by Carl Campagna, Unanimous Vote (7-0)**

**Next Scheduled Meeting May 29, 2018 at 7:00 PM**

Respectfully Submitted,  
Lianne Cataldo (Recording Secretary)

**Outstanding Items:**

- Inform Town Administrator who the Commission selected as the Design Consultant

**Referenced Materials**

- PBC Agenda
- Designer Interview Evaluation
- Designer Firm Presentations