

Public Buildings Commissions, February 24, 2015 Minutes.

Call to Order @ 19:00

Roll Call: Art Bassett, Chris Ready, Joe Cardello, Doug Allam, Christine Bonas, David Punchak, Chief Steve Renyolds, Superintendent Stephen Lindberg

Optional Attendees: Paulette Hamilton, John Flaherty

Item 1. Nomination Joe Cardello Chair: Aye

Nomination Doug Allam Co-Chair: Aye

Nomination Secretary Roseanne Nadeau: Aye

Mr. Bassett was not present for vote of offices (late)

Personal background and introductions

Item 2. Clerk needed.

Item 3. Project tracking and management software Project Libre will be used.

Item 4. Paulette agreed to have the Commission use the Town Hall PO Box for mailing address. E-mails when possible. E-Mail team for notification of Packages available for pickup.

Item 5. Existing plans

Discussions to put architecture plans, out to bid, RFQ /RFP. Paulette will ask Igliozi regarding bid process and use of Master Price List Agreement.

Air ventilation for Middle School 3rd floor part of bond, may need to be paid out with capital

Special consideration for police station can't move police, during construction, security considerations

Contact Deb for most recent concept plans with total line item breakdown to NS website

Mr. Lindberg to work with Roseanne to provide Stage 2 RIDE documents electronically (submitted at Feb 12 – vote April 13), using cloud

Mr. Cardelo suggested a Peer review/Value engineering of the projects to keep them on time and within budget. (Another idea is a Validation of Cost & Schedule) (this is typically at the 50% or 75% Design stage)

Item 6. a) Financials, Bond schedules (School 4.3M, Roads 2.5M, Town 5.2M)

b) Determine prerequisites of projects/activities

Stage 2 approval is needed for the Schools and should be received April 13, therefore moving forward with an RFP/RFQ for that work can't start until April 14.

Halliwell cannot be demo'd until Elementary School and Middle School work complete

Demolition of Halliwell Sept 2016? Try for Fall 2015 or mid-year (December break) -
(signifies completion of school work)

Police station can't start until Kendall-Dean is complete, Interim place for School Administration during Kendall-Dean renovations

Memorial Town Hall after Kendall-Dean

[This information needs to be put into a flow chart. Time can be added as we go forward.](#)

c) Determine priority

Roads are separate and can go at anytime - Joe Cardello to review roads report, speak to Ray Pendergrast

School Administration interim place Andrews School, pending approval School Committee. Discussion on School Committee Agenda (March 17) – Art Bassett

Item 7. Clerk of the works, timing for RFP unknown

Collaborate with School Building Task Force at regular intervals for recommendations on school buildings

Rough draft schedule into Project Libre, two separate timelines (admin and school) – Roseanne

Scan Flaherty's binder and download roads report, send to team - Roseanne

Item 8. Recommendations to Town Council

Joe Cardello to March 16 Town Council Agenda to vet process, separate bids for Schools and Admin buildings, 2 RFPs.

Item 9. Next meeting date at March 10 7:00PM.

Tour police station first agenda item

Review Project Libre plan, try to enter dates

Discussion vote or other action on roads after Cardello reviews report

Stage 2 RIDE docs from Lindberg to Roseanne, online distribution

