

Public Buildings Improvement Commission/School Building Committee Minutes for Thursday, June 30, 2016.



LOCATION: Memorial Town Hall, One Main Street, North Smithfield, RI 02896

DATE: Thursday, June 30, 2016.

TIME: 18:09

Sec. 2-194 Public Building Improvement Commission Ordinance aka "PBICO"

Public Building Improvement Commission (PBIC) North Smithfield School Building Committee (SBC) i.

Roll Call

1. Membership / Distribution: See Attached Membership Listing

In attendance: Eric Army, Mike Rapko, Roseanne Nadeau, David Punchak, Glenn Lamaroux, Paulette Hamilton, John Flaherty, Jason Parmalee, Amy Duskiwicz

ii. Old/New Business

1. Meeting Minutes 6/20

Edits needed on spelling of "Joubert" - Motion to approve, David Punchak, Mike Rapko second, John Flaherty abstained, all in favor

iii. Road Improvement Project

1. Discussion, Vote, or Other Action:

iv. School Buildings Projects

1. Discussion, Vote, or Other Action:

Art Bassett was in attendance at School Board Meeting and unable to attend majority of meeting. Arrived for final few minutes. It was clarified that the \$60,000 from the school department was being used to pay for permanent items, not the physical move.

v. Municipal Buildings Projects

1. Discussion, Vote, or Other Action: Generator for KD

Roseanne Nadeau and Jason Parmalee recommended installing the generator at KD with additional funds (noted in vi: Financials), John Flaherty recommended keep the generator as the add-alternate and add it if things are running smoothly and still have the extra funds.

Eric Army - we can have it as part of the bid so it can be fully scoped out in the bid and planned as an add-alternate.

David Punchak clarified that it can be in the bid docs as an add-alternate, but should also be in the budgeted financials.

John Flaherty - Motion to include 100,000 line item for a generator and design costs for internal budgeting purposes only, bid docs include it as an add alternate

David Punchak second

Eric Army- change order needed - design is separate from the current docs.

Roseanne Nadeau- there would be an additional 10,000 fee for the extra docs/design for the generator.

John Flaherty withdrew the motion, discussion followed. The \$10,000 fee would cover engineers/architects design, the \$100,000 would be for the generator and installation. Two separate fees that need to be budgeted.

Fee was clarified as: \$9485 (not \$10,000) to design the change order by Eric Army.

Jason Parmalee emphasized that this is a necessity, all other towns have backup generators, town cannot function without power, can't be closed due to power outages.

John Flaherty made the motion to submit a change order to Studio Meja in amount of \$9,485 to include the possible add-alternate of design work/civil engineering/MEP for a generator for KD.

Mike Rapko second

Mike Rapko, Roseanne Nadeau, David Punchak, John Flaherty, aye, all in favor

John Flaherty - motion to include 100,000 line item for a generator and design costs for internal budgeting purposes only, bid docs include it as an add alternate

David Punchak second

Mike Rapko, Roseanne Nadeau, David Punchak, John Flaherty, All in favor, aye.

2. Discussion, Vote, or Other Action: Air Conditioning at Public Safety Complex

Roseanne Nadeau noted that it was decided to set up for full AC at the public safety complex, complete all the piping in case there is funding for later

Eric Army - there is an add-alternate to do the AC at EMA

Glenn Lameroux noted the need for climate control for evidence in lower level

Roseanne Nadeau approved climate control for evidence room.

Eric Army - add- alternate for EMA HVAC, prisoner processing can be an add alternate, evidence can be included.

Roseanne Nadeau - Evidence room is non-negotiable

John Flaherty asked if the estimated cost for Bushee is over budget?

Eric Army noted that the exterior is all add-alternate to stay on budget

3. Discussion, Vote, or Other Action: add-alternates

Eric Army- windows & historic grants: historic grant oversight stated windows cannot be replaced (very specific). MAYBE a wood window (after discussing with them) - currently getting pricing on windows.

Roseanne - Jeff Davis is aware of the regs?

Eric - the regs (local) allow what we have designed, the grant/tax credit for state gov are different and more restrictive. Put in an add-alternate for wood windows (replacement vs rebuilt) - currently aluminum are in the plans. If the price that comes back on the bid is equal to the grant, then probably not worth

going for the grant. Grant = \$150,000, may have \$50,000 left over from the project, with cheapest option allowed

Roseanne Nadeau & Paulette Hamilton raised maintenance issue concerns

Eric Army- longevity is generally the same, would recommend wood since that's what it originally was - all costs being equal.

John Flaherty- difference between a replacement vs rebuilt (not common) replacement would be the best option, also an option of cleaning up the windows/restoring, and adding an interior storm.

Add-alternate for replacements - depending on the outcome of the grant process, if there is a net of \$50,000 then great.

Roseanne Nadeau agreed that options should be left open.

4. Discuss, vote, or other action: Architecture/Design/OPM updates

Eric Army - Bushee - would recommend bidding out projects separately, since Bushee is a year out at least. Will likely get few bids on Bushee.

David Punchak raised concerns and recommended putting out together.

Eric Army noted that the original concern was to get varying scales of construction companies, but since they are back-to-back instead of concurrent, should be fine to still get that result

Eric Army recommended a compromise of putting out the bids on Oct. 15, will have a better idea of where KD is at by then

Paulette Hamilton and Roseanne Nadeau raised concerns about the significant town government turn over later in the year, and their desire to have things firmly in place prior to the changes.

Timeline was discussed: July 11th GC bid out.

August 15th - TC meeting to approve GC bid for a Sept.1 start date

Brian - go as one project, phase 1 & phase 2, question: can there be a clause that the work from phase 1 will be reviewed before moving on to phase 2, to allow town to have an out?

David Punchak - the contract will have built-ins to change contractors if needed during the project, rather than wait 'til the end if there are issues.

Comments on 95% specs/drawings are due 7/10.

Eric Army noted it would take 1-2 weeks to incorporate the comments,

Eric - when bids return, open, review with OPM and board, typically interview 2-3 GC's

David Punchak- would have to be Sept 5th meeting to approve the GC with TC.

Jason Parmalee- a special meeting on the 29th could get you started for the 1st

5. Discuss, vote, or other action: contract negotiations with Joubert

Roseanne Nadeau - Paulette Hamilton & Dorothy Davis are working on negotiations. TC has approved administrator to approve the contract once Dorothy Davis has gone through it.

John Flaherty questioned if it had already been proven that he is the lowest qualified bidder.

Roseanne Nadeau confirmed he had.

Jason Parmalee- are we still paying OPM 40 hours a week during down time?

Eric Army - only if he's managing the move

vi. PBIC/SBC Financials

1. Discussion, Vote, or Other Action: Financial tracking, best practice

Jason Parmalee reviewed financials and noted that there will be additional funds (\$575,000) beyond the original bond due to a large added premium. Discussion followed regarding usage of the additional funds (see separate line items & discussion of each under: V. Municipal Building Projects)

2. Payment of invoice recommendations to Town Council

a. Studio Meja Invoice 107

Discussion and clarification regarding payment of Invoice 107. Concerns were raised regarding percentage of payment being requested vs percentage of design completed. It was clarified that the invoice was for the 95% of work that was completed to date and dispersed previously to the committee.

John Flaherty made the motion to recommend to Town Council payment of Studio Meja invoice 107 in the amount of 30,614.65

Mike Rapko Second

David Punchak - discussion - stipulate that we get specs tomorrow?

Mike Rapko, Roseanne Nadeau, David Punchak, John Flaherty, all in favor, aye.

vii. Adjourn

Roseanne motion to adjourn, John Flaherty second. Meeting adjourned at 19:58.

Next Meeting Date: TBD

Membership/Distribution

| Name | Board | Voting Member | Role |
|-------------------------------------|----------|---------------|--------------------------------------|
| Roseanne Nadeau | PBIC/SBC | ✓ | PBIC Chair, Town Council |
| Art Bassett | PBIC/SBC | ✓ | SBC Chair, School Committee |
| David Punchak | PBIC/SBC | ✓ | Resident |
| Doug Allam | PBIC/SBC | ✓ | Resident, Lead on Road Bonds |
| Joe Cardello | PBIC/SBC | ✓ | Resident |
| John Flaherty | PBIC/SBC | ✓ | Secretary PBIC, Resident |
| Mike Rapko | PBIC/SBC | ✓ | Budget Committee, Resident |
| Paulette Hamilton | PBIC | SME | NS Town Administrator |
| Jason Parmalee | PBIC | SME | NS Finance Director |
| Peter Branconnier | PBIC | SME | EMA Director |
| Ray Pendergast | PBIC | SME | DPW Director |
| Stephen Lindberg | SBC | SME | NS School District Superintendent |
| Martin Shaw | SBC | SME | NSSD Facilities Manager |
| Diane Jolin | SBC | SME | NSES Principal |
| Jennifer Daigneault | SBC | SME | Halliwell School Principal |
| John Lahar | SBC | SME | NSMS Principal |
| Tim McGee | SBC | SME | NSHS Principal |
| Steve Reynolds | PBIC | SME | Chief of NSPD |
| Glen Lameroux | PBIC | SME | Captain NSPD |
| Tim Lafferty | PBIC | SME | Captain NSPD |
| Eric Army/Mike Fay | PBIC | \$ | Architect, Studio Meja |
| David Iglizzi | Legal | \$ | NS Town Solicitor/Bond Council |
| Steve Archambault | Legal | \$ | NS Town Asst. Solicitor/Bond Council |
| Amy Duskwicz | PBIC | \$ | Recording Clerk |
| Vacant(M/S) PARE(R) | PBIC | \$ | Clerk of the Works |

✓ Voting Member, \$ Compensated, SME Subject Matter Expert

Packet/Supporting Document Location:

We use Google Drive to store our packets and supporting documentation including minutes, agendas, and other communication. Contact [Roseanne Nadeau](#) for access:

https://drive.google.com/open?id=0B-gCxUzR-_kAWF9KMFFwd09USVE

*SBC is a subcommittee of PBIC