



MINUTES

TOWN OF NORTON

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2022 DEC 6 PM 1:58
Town Clerk Date/ Time Stamp

Board/ Committee: Permanent Building Committee

Meeting Date: October 24, 2022 Time: 6:00 PM

Meeting Location: Council on Aging / Zoom

Members & Staff Present: Dinah O'Brien, James Slattery, Mark Gershman, Brian Bechet, Bob Brisco (COA Rep), Nick Schleicher (School Rep), Michael Yunits, Steve Kirby (OPM), Michael Viveiros (DBVW), Ed Cifune (DBVW), Beth Rossi (COA), Gloria Barker (Food Pantry),

Public: J. Brisco, P. Wiggins

Meeting called to order at: 6:00 PM and adjourned at: 7:25 PM

Meeting Motions / Actions and Summary of Discussions:

A. Meeting Minutes
N/A

B. Mail / Correspondence
N/A

C. School Department
J. Slattery provided an update on the School Department's Athletic Field Project. The project is nearly complete with the tennis courts temporarily stripped, field not yet stripped, and a delay in receiving the scoreboard and flag poles (likely December 2022). The stockpiled loam pile will be used at other school locations. A ribbon cutting will be held on November 24, 2022 at 9:30 AM at the home coming football game.

Regarding the Trane project: the heat is on in all the buildings and still waiting for the solar panels to be shipped. One of the columns on the solar canopy has been hit twice by vehicles, N. Schleicher was asked to review if re-stripping would help address the issue.

D. OPM Update
S. Kirby (OPM) provided an update on various topics associated with the Town Hall and Community Center projects:
a. OPM will be finalizing the front end of the contract book and asked M. Yunits to coordinate with Town Counsel for their review and input.
i. Town Hall – a water loop was requested to connect all the municipal center buildings. Pipe may be 6" or 8" diameter and the location of the hydrant on East Main Street is to be

relocated. It was noted that the Town may have some surplus 10" dia water pipe. Committee questioned why the project should pay for the water loop, S. Kirby indicated a loop would improve the quality of the water for all the buildings, including the new Town Hall. M. Yunits will arrange a meeting with the Water Commission to discuss the need for the water loop.

- b. OPM noted the Selectboard, at their October 5, 2022 meeting, approved the use of AARP funds for the sewer and water items on the Town Hall project, pending fund availability. Funding from Bristol County may also be available to fund the water loop at the municipal center depending on its cost. Rolling application for funding would be due prior to June 30, 2023.
- c. OPM indicated a \$50,000 grant from FEMA is being submitted to offset the cost of the Community Center generator (100 kw, 125 kVA diesel). This is a reimbursable grant.
- d. The Pre-Qualification Subcommittee will consist of the OPM, DBVW, J. Slattery and B. Bechet. J. Slattery requested a hard copy of all prequalification submissions with an electronic copy for all other Subcommittee members.
- e. OPM reviewed the bid schedule for the Community Center.
- f. OPM indicated the 75% Town Hall plans will be submitted to cost estimator at the end of October 2022. Updated estimate is expected by November 1, 2022 and will be reviewed at the December 5, 2022 meeting of the Committee.
- g. OPM is working with the Town to obtain a Builders Risk Insurance policy for both the Town Hall and Community Center.

E. Community Center

The COA received a \$50,000 grant to be used for the Community Center prior to June 30, 2023. Discussion on the benefactor donation (\$1 million +/-) was also discussed. M. Yunits sent a letter to the attorney handling this donation but has not heard back yet. B. Rossi inquired if the grant and benefactor donation could be used to add items that were removed through the VE process back into the project. The Committee discussed their understanding of the benefactor donation as it was presented to the Town, which was to offset the cost of the project. B. Rossi indicated Town Meeting approved changes to language of the enabling warrant article that would allow donations to be used for the project, and not just debt relief. Discussion ensued resulting in D. O'Brien tending her resignation from the Committee effective immediately.

The Committee voted (3 in favor / 1 opposed) to direct DVBW to continue the Community Center project as currently designed.

Next Meeting(s):
December 5, 2022

6:00 PM Norton Library

Minutes respectfully submitted by:

Mark Gershman, PBC Clerk

Minutes Approved by Committee on:

Jerry M. Slattery, Chairman

Signed on behalf of Chairperson:

12/5/2022

VERTEX

Senior/Community Support Center Bid Schedule

Schedule:

11/3/22	Post to Central Register (by Vertex). Post to Biddocsonline (by DBVW). Post to COMMBUYS, local newspaper, Town website (by Town).
11/9/22	Ad appears in Central Register, Biddocsonline, COMMBUYS, Newspaper, website.
11/16/22	Bidders briefing session onsite
11/21/22	Last day for Pre-bid Filed sub RFIs
11/28/22	Pre bid Filed Sub RFI response addenda issued
11/30/22	Filed Sub bids due 2:00PM
11/30 to 12/6/22	Review Filed Sub bids and approve for posting sub-bid tab for GCs
12/6/22	Last day for GC Pre bid RFIs
12/12/22	GC Pre bid RFI response addenda issued
12/14/22	GC bid due 2:00PM
12/15/22 to 12/23/22	GC bid review by Vertex/DBVW (low responsive and responsible bid)
12/27/22 (TBD)	PBC meeting to review bids; vote on recommendation to TM and SB for award
1/3/23 to 1/6/23	Award of contract and NTP to low bidder
1/9/23 to 3/15/23	GC Procurement Phase 1
1/9/22 (TBD)	Preconstruction meeting
3/15/23 to 4/1/24	Phase 2 mobilization and construction to substantial completion
4/1/24 to 5/1/24	Final Completion (Punchlist, Plantings, Top-coat Paving, and Closeout)

VERTEX

Town Hall Contractor Prequalification Schedule

The prequalification process is required for any project >\$10M per MGL, Ch 149.

Schedule:

10/24/22	Finalize the names for PQ committee at PBC meeting. Vertex (1), DBVW (1), Town (2). (Confirm hard copies are not wanted)
10/25/22	Get Projectdog code (Web-based site for electronic hosting of RFPs and bids)
10/27/22	Post to Central Register and Projectdog (by Vertex). Post to COMMBUYS, local newspaper, Town website (by Town).
11/2/22	Ad appears in Central Register, Project dog, COMMBUYS, Newspaper, website.
11/9/22	Last day for RFP RFIs
11/11/22	RFP RFI responses issued
11/16/22	GC and Filed Trade Subcontractor proposals due to Projectdog (and hard copies??)
11/16 to 12/30/22	GC and Trade Sub Proposal reviews. Remote meeting of PQ Sub-Committee to finalize selections on 12/30/22
1/4/23 to 1/20/23	Notices issued to contractors
Late January	Bidding restricted to only prequalified GC and Filed Trade Subs.