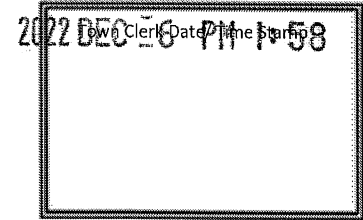




# MINUTES

## TOWN OF NORTON

RECEIVED  
NORTON TOWN CLERK



Board/ Committee: Permanent Building Committee

Meeting Date: November 21, 2022 Time: 6:00 PM

Meeting Location: Norton Library / Zoom

Members & Staff Present: **James Slattery, Mark Gershman, Brian Bechet, Bob Medeiros, Bob Brisco (COA Rep), Steve Kirby (OPM), Michael Viveiros (DBVW), Ed Cifune (DBVW), Beth Rossi (COA),**

Public: **J. Brisco, K. Synder, M. Dempsey, K. O'Niel, R. Schneider**

Meeting called to order at: **6:00 PM** and adjourned at: **7:19 PM**

### *Meeting Motions / Actions and Summary of Discussions:*

#### A. Meeting Minutes

Committee voted (4 in favor / 1 abstention) to approve the September 26, 2022 Meeting Minutes.

#### B. Mail / Correspondence

S. Slattery distributed postcards providing an invitation to the ribbon cutting ceremony for the Norton Athletic Complex on November 24, 2022 at 9:30 AM.

S. Slattery indicated he approved two invoices for Vertex (\$2,455 and \$3,518).

#### C. OPM Update

S. Kirby (OPM) provided an update on various topics associated with the Town Hall and Community Center projects:

- a. A pre-bid meeting for the Community Center project was held November 17, 2022, with a tour of the house and garage on site. Six attendees present with 2 being general contractors.
- b. Community Center will be an all-electronic bid. To date 36 firms have pulled the plans with 3 being general contractors. OPM has responded to a couple RFI's, nothing major.
  - Filed Sub bids are due November 30, 2022 at 2 PM
  - General Contractor bids are due December 14, 2022 at 2 PM
- c. OPM continues to work with the Town on obtaining Builders Risk Insurance.

#### D. Town Hall Project

S. Kirby (OPM) indicated a pre-qualification process is required for all projects estimated over \$10 million. Pre-Qualification Subcommittee will need to meet to review the 98 submissions, that includes 8 from general contractors. Vertex will provide scoring sheets to be used by the Subcommittee. Once firms are accepted as being pre-qualified, Vertex will send out notices as only pre-qualified firms can bid on

the project.

E. School Department – Athletic Field Project

S. Slattery provided an update on the Athletic Field project. The flag poles (December 2022) and scoreboard (January 2023) are still delayed.

An extra work order was submitted for some riprap to address a drainage issue near the flag poles and the storage container was removed from the project. The punch list includes a list of 100 +/- items of varying complexity. Wheaton College has inquired about renting out the new track.

F. Community Center

E. Cifune (DBVW) reviewed the list of add alternates:

<u>Add Alternate</u>	<u>Approx. Cost</u>
1. Additional wall tie in public toilet rooms	\$8,250
2. Kitchen foodservice equipment	\$22,021
3. Expanded kitchen foodservice equipment	\$33,794
4. Additional signage	\$6,110
5. New wood fence	\$24,742

Mike V (DBVW) reviewed the list of items removed from the project through the value engineering process. Each of the items removed does not affect the quality or functionality of the project.

B. Rossi inquired about the following items:

1. Sound proofing	Addressed by DBVW – non-issue
2. Lighting in large community room	Addressed by DBVW – non-issue
3. Full height tile in bathrooms	Addressed by DBVW – non-issue
4. Outdoor rubber bricks	Wait for bids – possibly address during construction
5. Handrails in corridors	Addressed by DBVW – non-issue
6. Durable equipment storage	Addressed by DBVW – non-issue

B. Rossi mentioned the \$50,000 grant must be spent prior to June 30, 2023. Committee suggested to wait for the actual bids to be received and then decide what to do with the grant. Options include funding add alternates, purchase equipment, supplies or other non-building related items.

G. Next Meetings

December 5, 2022 - the Committee will review the 75% cost estimate for the Town Hall project

December 19, 2022 – the Committee will review the bids received on the Community Center project

H. Other Business

1. OPM meet with R. Cord on November 21, 2022 to discuss AV requirements – good direction was provided.
2. Member of the audience questioned why the Selectboard Representative has not been present at very many Committee meetings. S. Slattery suggested the Selectboard discuss with their representative or possibly appoint a new representative.

Next Meeting(s):

December 5, 2022

6:00 PM

Norton Library

December 19, 2022

6:00 PM

Norton Library

Minutes respectfully submitted by:

Mark Gershman, PBC Clerk

Minutes Approved by Committee on:

James M. Shetty, Chairman

Signed on behalf of Chairperson:

12/5/2022

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 SCHEDULE OF ALTERNATES

A. **Alternate No. 1: Additional Wall Tile in Public Toilet Rooms (Add)**

1. Base Bid: Partial height wall tile, tile base, and painted mold and moisture-resistant gypsum board walls in Companion Restroom #125, Men #139, and Women #140 as shown on the Architectural Drawings.
2. Alternate: Furnish a cost to provide full height wall tile on all walls in Companion Restroom #125, Men #139, and Women #140 as shown on Architectural Drawing A603. Omit painted finish and mold and moisture-resistant gypsum wall board and provide tile backer board behind full height wall tile. Refer to specification Sections 092900 "Gypsum Board" and 093000 "Tiling."

B. **Alternate No. 2: Kitchen Foodservice Equipment (Add)**

1. Base Bid: Exhaust ventilation hood with Ansul system, stainless steel three-bay sink, stainless steel hand washing sinks, and utility infrastructure for all food service equipment (including those part of the base bid and add alternates) as shown on the Drawings.
2. Alternate: Furnish a cost to provide one (1) gas range and two (2) undercounter dishwashers in Kitchen #120 as shown on the Architectural Drawings. Include equipment, delivery, installation, final utility connections (including those required by the responsible filed sub bid contractors), warranty, demonstration, and training. Refer to specification Section 114000 "Foodservice Equipment."

C. **Alternate No. 3: Expanded Kitchen Foodservice Equipment (Add)**

1. Base Bid: Exhaust ventilation hood with Ansul system, stainless steel three-bay sink, stainless steel hand washing sinks, utility infrastructure for all food service equipment (including those part of the base bid and add alternates) as shown on the Drawings, and Alternate No. 2 as described above.
2. Alternate: Furnish a cost to provide one (1) reach-in refrigerator, one (1) reach-in freezer, one (1) ice maker, one (1) hot food storage cabinet, and two (2) mobile cold storage cabinets in Kitchen #120 as shown on the Architectural Drawings. Include equipment, delivery, installation, final utility connections, warranty, demonstration, and training. Refer to specification Section 114000 "Foodservice Equipment."

D. **Alternate No. 4: Additional Signage (Add)**

1. Base Bid: Signage and graphics as shown on the Architectural Drawings.
2. Alternate: Furnish a cost to add one (1) exterior wall mounted building sign. Refer to Architectural Drawing A300 and specification Section 101400 "Signage."

E. **Alternate No. 5: New Wood Fence (Add)**

1. Base Bid: Existing wood fence and concrete retaining wall to remain.
2. Alternate: Furnish a cost to provide a new 5'-0" H. Western Red Cedar wood board fence, approximately 330 lineal feet, along the north property line / adjacent parking lot, next to the existing concrete retaining wall. Remove and dispose of the existing wood fence and steel posts, cut the posts flush with the top of the wall and patch holes with non-shrink grout. Refer to the Civil Drawings.

# Norton Senior Center - VE List

9/12/2022

## Current Budget Deficit / Reduction Target

\$761,251.86

	<u>Item</u>	<u>Value</u>
	1. Omit hand rubbed concrete on foundation	\$4,371
No	<del>2. Reduce front entry roof by 5 feet and omit one truss (\$14,668)</del>	\$0
	3. Omit fabric wrapped acoustic wall panels	\$19,838
	4. Omit sound absorbing ceiling panels and GWB and provide sloped ACT ceiling	\$18,946
	5. Omit one (1) layer of GWB at CLG-7 assembly	\$24,568
	6. Change MDF panel at soffit fascia to be painted 5/8" GWB	\$7,432
	7. Omit shower wall tile and provide prefab fiberglass shower unit	\$1,222
	8. Omit display rail system	\$3,056
	9. Omit exterior sealant at windows (Trim tight to windows)	\$9,021
	10. Omit interior wood window jambs, head, and casings and provide GWB returns	\$18,335
	11. Omit interior wood base and provide 4" H resilient base	\$14,668
	12. Omit bronze plaque	\$6,112
	13. Omit emergency generator exhaust	\$3,667
	14. Omit wireless clock system	\$8,312
	15. Omit interior wood door trim and provide painted HM frames	\$13,299
	16. Change Door #100B frame from aluminum to HM and door type C flush wood vision panel	\$2,872
	17. Change Door #'s 131, 104B, 105B, 121D & 121E to be painted galvanized HM	\$13,140
	18. Omit split rail fence	\$9,131
	19. Omit fence at generator and transformer	\$7,548
	20. Reduce extent of landscaping	\$12,223
	21. Provide smaller caliper trees (2"-2.5")	\$3,056
	22. Reduce extent of wall tile in public toilet rooms	\$8,251
	23. Omit (2) borrowed lights in Corridor #103	\$4,364
No	<del>24. Omit transom window and bump in Food Pantry #131 (\$6,112)</del>	\$0
	25. Provide pavement striping in lieu of conc and curb in drive lane at main entry	\$3,056
No	<del>26. Omit island in front parking tray and provide pavement striping (\$5,500)</del>	\$0
	27. Provide bituminous sidewalk in lieu of concrete at north side of property	\$3,667
	28. Omit (3) EV charging stations and bollards. Provide conduit, pull strings, and concrete base for future installation	\$20,535
No	<del>29. Omit Staff Toilet #123 Provide rough in only (\$4,950)</del>	\$0
	30. Omit stabilized reinforced turf at rear of building	\$24,409
	31. Omit countertop in Admin #106 across windows	\$3,697
	32. Omit (2) site pole lights (SL1/3 HS)	\$4,889
	33. Provide broom finish concrete in lieu of exposed aggregate at building entry	\$7,026
	34. Reduce Design and Pricing Contingency to 2% in lieu of 2.5%	\$45,278
	35. Omit exterior building sign	<u>\$6,112</u>
		<b>\$332,095</b>

## Project Budget Adjustments

1. Reduce FF&E	(\$100,000 remaining)	\$105,000
2. Omit exercise equipment		\$10,000
3. Omit office equipment		\$30,000
4. Omit kitchenwares		\$12,000
5. Omit activity supplies		\$5,000
6. Omit A/V		\$35,000
7. Omit maintenance supplies		\$10,000
8. Reduce soft cost contingency	(\$35,000 remaining)	\$71,583
9. Omit additional escalation		<u>\$155,582</u>
		<b>\$434,165</b>

## Total Projected Savings

**\$766,260**

## Potential Risks

MA-DOT scope creep (sidewalk & curb), generator acoustics, domestic water treatment