

Public Safety Facility Building Committee



MEETING MINUTES

DATE: 01/06/2021

PLACE: Remote meeting via Zoom

MEMBERS PRESENT: Garrity*, Healey*, Smallwood*, MacAloney*, Lauter*, Touchette*, Jones, Murphy

*Denotes voting member

GUESTS: Sean Schmigle, Keith Mercy, Kaestle Boos Associates (KBA)
Peter Martini, Paul Kalous, Duclinh Hoang, Hill International (Hill)

The Chair called the duly noticed meeting to order at 7:00 pm.

The Chair noted, for the record, that the proceedings were being recorded and asked that others who may wish to record the meeting announce this in order to inform others in attendance of the meeting.

John Borger noted also recording the meeting.

Approval of minutes

Donna Smallwood made a motion to approve the December 16, 2021, meeting minutes. Talbert Lauter seconded. Motion carried unanimously.

Discussion regarding Hill's Proposed Plan to replace Mary Mahoney

Robert Garrity reported Mary Mahoney is no longer will Hill International and there is a provision in contract that requires Hill to propose who the replacement may be with approval from the committee to substitute Mary Mahoney and a letter on what Hill is proposing to do. Hill resubmitted qualifications for Paul Kalous to assume Mary Mahoney's duties. Paul was already named as one of the key personnel in the contract as Project Director. Mr. Garrity added that Peter Martini has indicated that Mike Carroll, who is a subject matter expert with prior Public Safety experience and Doug Murray, who is an architect with experience with fire stations and Massachusetts State Projects, will be available if needed for the project. Hill has provided information about Doug Murray and Mike Carroll to the committee.

Peter Martini, from Hill, noted Paul was chosen as a replacement because of his experience with the project and availability. Paul Kalous has approximately 30 years of experience in design and construction of buildings of all types and has previously worked on ADA updates as an architect for three Boston Fire Stations. Mr. Kalous will work with the designers to ensure the owner's comments are incorporated into the design and will provide quality assurance during design and construction.

Discussion ensued.

Mr. MacAloney noted each person has a different rate. Mr. Martini responded that Paul Kalous will be charged at Mary Mahoney's rate.

Ms. Smallwood asked how much time Paul Kalous will devote on the project. Mr. Martini responded that Paul would devote the requisite hours that were noted in the work plan. Mr. Kalous added he plans on spending a lot of time on the design development documents and cost reconciliation in preparation for Town Meeting.

Mr. Garrity noted most of Hill's services will be in the construction phase assuming all the approvals are in place and asked Hill to explain how it will plan to oversee construction with Mary's departure. Mr. Martini responded that Paul will be assuming all of Mary's role including oversight of construction.

Mr. MacAloney noted the committee has a February 15, 2022, due date for completion of the Design Development Phase and asked if the date can still be achieved. Mr. Kalous responded the due date is still achievable and he has been in contact with KBA.

Mr. Healey made a motion to approve Hill's December 22, 2021, proposal for replacing Mary Mahoney along with the different personnel noted. Mr. MacAloney seconded. Motion carried unanimously.

Design Update

Sean Schmigle, with KBA, reported since the last meeting on December 16, 2021, there was a working session on December 17, 2021, with the Police and Fire Department, Crocker Design Group and Bohler Engineering to discuss site layout, locations of dumpsters. Hill and KBA requested an informal sit down with the Planning Board and issued a letter to the Planning Board to appoint two liaisons to participate in the next two working sessions. The design team has continued with coordination of civil and landscape design. KBA attended the Planning board meeting on January 3, 2022, to present the current update of the project. The Planning board assigned two designees, Judy Sneath and Gary Tondorf-Dick. The next working session would include the Planning Board liaison and will discuss imagery, massing, landscape, and civil design and hope to identify any large issues that the Planning Board may be concerned with. Mr. Schmigle noted the design development pricing drawings will be issued to the estimators on January 21 and will take two full weeks to reconcile the cost estimates. Any items that are not clearly defined will be held as an allowance so they can be accounted for in the budget.

Discussion ensued.

Mr. Healey asked what concerns Planning Board had. Mr. Schmigle responded the Planning Board raised concerns on massing of the building along route 3A and Essington, whether the building design fit in with the Shipyard area and the large amount of parking shown.

Ms. Smallwood asked if the building committee is ready to put a placeholder language for the warrant article by January 20th. Mr. Garrity responded that he asked Tom Mayo about requirements and process for the space holder and mentioned that by mid-February the committee will have a reconciled design development cost estimate. Mr. Garrity noted he could provide a draft language for the warrant to the Town but would need input from the Town on direction.

Mr. Frey noted there is sufficient budget to move forward with the MADOT permitting process without further authorization from the Town.

Update on HNZ's latest requests

Mr. Garrity reminded the committee that Hingham Net Zero, HNZ, sent a memo to the committee on November 21, 2021, requesting additional information on the mechanical systems. Mr. Garrity reported that a memo was sent to Laura Burns on December 29 explaining the Committee's response to the HNZ memo, and the committee is awaiting further response.

Discussion ensued.

John Borger noted the HNZ would hope to respond within the next couple weeks with further clarification.

Budget Report

Mr. Garrity reported Hill's Amendment #2 for independent cost estimate for Design Development (DD) phase would allow Hill to provide a detailed cost estimate. Mr. Garrity noted KBA's contract, which is lump sum, already includes estimating upon completion of design development documents. Mr. Garrity added that it is important at this stage to do another cost reconciliation as the design is more detailed and the design team have a better understanding on materials and systems. The committee would also have a better understanding on escalation and contingency factors. As the design gets more detailed, the design contingency should decrease.

Mr. Garrity made a motion to approve Hill's Amendment #2 to allow Hill to provide a detailed design development cost estimate by PM&C in the amount of \$13,200. Ms. Smallwood seconded. Motion was carried unanimously.

Mr. Garrity reported there were two invoices for the month of December 2021. KBA invoice for the amount of \$277,200 and Hill invoice in the amount of \$8,585.00.

Mr. Healey made a motion to approve KBA Invoice in the amount of \$277,200 and Hill invoice in the amount of \$8,585. Seconded by Mr. Touchette. Motion carried unanimously.

Next meeting

Thursday, January 20, 2022, at 7 P.M. Zoom Meeting.

Bruce MacAloney motioned to adjourn the meeting, seconded by Paul Healey.

The motion passed unanimously.

The meeting adjourned at 8:30 pm.