

January 7, 2021 Meeting of Public Safety Facility Building Committee

Present: Garrity, Chair, MacAloney, Healey, Lauter, Kelly, Touchette, Smallwood, Kelly, Town-Murphy, Steve-Chief, LaChance, Deputy, Jones, Chief, Tom Mayo-TA, Frey-DPW, Reilly, K (procurement)

KBA-Costa, Schmigle

Call to Order 1900 hrs.

1. Discuss next steps for PSFB-BOS establishing deadlines, committee needs to determine status of feasibility study with respect to being complete or whether any clarification needed;
2. Need to determine whether KBA should continue;
3. & then determine whether to issue a Request for Qualification

General consensus is that KBA did a good job but questions at TM raised issue of the size of project and cost. KBA will need to explain methodology in a one to two paragraph narrative as to how the square footage was reached. Additionally what kind of elements were used to reach conclusions as to the need to replace existing structures, i.e., existing footprints with what is proposed. There needs to be a rationale to respond to claims that the size of the Project is larger than it needs to be to meet the HFD and HPD requirements.

Discussion of Design Development, Final Design and Bidding phases of Project. Kathy Reilly from the Procurement Office will work with the Building Committee in developing the procurements that will be necessary as the Project proceeds into the design, bidding and construction phases of the Project. The issue of size will be tested room by room with an eye to right size the Project to meet current and future needs of the HPD and HFD. The concept the Designer and the Building Committee focused on during the feasibility study was whether the site could support a building that was on the higher end, size-wise, of the range to meet the needs of the HPD and HFD. As design proceeds, there is a likelihood the building size may decrease as the design is refined. It is also noted that the current HPD was

not adequately sized to begin with, when the decision was made to move to Central Street. That is an important point to make in the narrative.

In terms of process—a feasibility study is done; an architect is hired to do the design; and an owner's project manager is hired to oversee the design and the construction of a public building project.

In terms of cost, there's a need to explain the cost breakdown, including a reference to special equipment, square footage, special costs, i.e., removal of concrete pad, tiered parking deck, emergency traffic light, any particular traffic contingencies, so that there is a clear understanding as to how the estimated cost figures were reached. KBA can put this type of information together.

The challenge is to determine the needs of the police and fire relative to the design. A town to town comparison is difficult because of the disparate anomalies; i.e., population size, number of officers, number of arrests, calls, anticipated growth, etc. Modeling has some value and KBA applying certain methodology determined that with three officers per 1,000 people and an anticipated growth to 30K by 2030 (confirmed by the planning department), a worst case scenario would see a department of 87 officers.

Turning to the construction budget (brick and mortar), competitive bids will ultimately determine the actual construction costs of the project—it was noted that on a recently bid KBA designed Police Station Project in Marshfield, the bids came in significantly under budget.

Going forward, the Town has the right to continue the services of KBA from the feasibility phase of the Project to the design and the construction phases of the Project. The Building Committee, with the approval of the Town Administrator, agreed that the Building Committee should conduct a due diligence evaluation of KBA's performance during the design and construction phases on a number of KBA's recent comparable projects. Bruce MacAloney, Joe Kelly and Andy Touchette agreed to contact Owners and Owner's Project Managers on those Projects. They will then report their findings back to the full Building Committee.

The Town will also need to proceed to develop and issue a Request for Qualification (RFQ) for an Owner's Project Manager (OPM). The chair will continue to work with Kathy Reilly (Town Procurement Officer) during the development of the RFQ.

Meeting adjourned at 2000 hrs.