

TCP BUILDING DESIGN COMMITTEE

Gregory Roy, Chair
David Blatt, Vice-Chair
Michael Mackin, Clerk
Damon McQuaid, Member
Brian Lehtinen, Member
David Passios, Member
Tanner Cole, Member



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Meeting minutes

January 29, 2020

Members Present: Greg Roy, Michael Mackin, Tanner Cole, David Passios, Brian Lehtinen, Damon McQuaid

Members Absent: David Blatt

Town Staff: Heather Lemeux

Meeting called to order: 6:01 PM

Interview of 3 finalist for Architect town will work with for TC Passios Reuse Project

First Interview: Johnson Roberts Associates

Presenters: Stu Roberts, Phil O'Brien

Talked about projects that they have done. Concentration on the Lunenburg Library Project

Questions from Board:

Cole Describe previous project that is similar to our project?

JRA Marshfield – Renovation of old shopping center for mixed use by Town, Library, and others

Passios With a mix use building, how did the deal with sectioning building?

JRA Talked about having security doors and access cards for individual use

Passios Concern with age of building. Verify scope of work includes hazardous material assessment?

JRA Do not believe it is part of Scope of work however will include

Mackin What is your approach to delivering cost effective project?

JRA Do their own cost analysis. Extensive interview with individual Department

Roy Of the projects you have developed, rough % projects that were funded?

JRA Had not thought about this. Estimate 55-65%. Key is community outreach in early stage

Roy Any concerns with timeline?

JRA Design phase will be most critical

Lehtinen How much work is done in house vs outside consultants?

JRA 75% In house/ 25% Outside consultants

McQuaid What are the challenges you foresee?

JRA No Red Flags. Concern is with unknown

Lemieux Road Access is a huge concern especially with school. Your approach?

JRA Will do traffic analysis. Talked about the Windham Museum sharing property with other buildings

Second Interview: DeGeorgio Associates

Presenters: Tom Lam, Ed DeSavio, Chris Sullivan, Kimberly, Todd Chase, John Inx(?)

900 person company, 50 in boston. Reviewed In-House Team and folks that will be working on project.

Most of the services are all in house. Very little outsourcing. Dedicated FTP site to store data and files.

Presentation included their understanding and approach to the project.

Cole Walk us through a previous project that involved multiple entities sharing same space?

DA City of Boston project, former hospital then used as homeless shelter. Assessment was to determine what was there and what would be involved for different types of groups being there. Another example where they worked with two different town committees to get them to work together as the messenger between both groups.

Passios Building built in 52-53. Verify that your proposal includes complete Hazardous Material study and mitigation plan?

DA This would be part of their initial assessment. They have an in-house team to do this. Use independent lab if necessary. Report would give preliminary cost estimate. Everything is internal except Civil and Landscape.

Passios Concern with multiple use and security?

DA Looking at Electronic Card Key Access as well as physically separate the different usage. Also to use different wings for different functions.

Mackin Approach to insuring project is cost effective and best possible scenario? (cost containment)

DA Start with spreadsheet of sq. ft needed by different groups. Work with possible scenarios that could fit. This is all done with contingency for future growth. All this with a basic \$/sq ft understanding. Look at this with existing building conditions. Work with subs to generate quotes to make sure they are accurate.

Mackin Percentage that come in under budget?

DA 10-15%. Most are very accurate. Might be +/-5%. Used to designing to guarantee maximum price where they would be liable for any overruns.

Roy Thoughts on your vision to community outreach? Types of services provided by firm for this?

DA Key thing is getting community buy-in. Work with group to make sure town is engaged during the entire process. Key is to engage community.

Roy What is your success rate?

DA 90+%. Reason is because of getting buy-in of different parties prior to town meeting

Roy We have set forth an aggressive timeline. Any portion of that timeline gives you concern?

DA Personally they like aggressive schedule. Able to put a lot of meetings on site to quickly get initial info and make schedule work.

Roy Do they use Revit 3D modeling on all your projects?

DA Yes, it helps with getting all parties to understand the design and development of project. Example of downtime Hospital the old way would be 60 hours. New method is to use special scanner that can do it in 4 hours.

Roy Is a site survey/land survey included in the proposal?

DA Yes, this is done in house with scanner drone. Able to take 3D scan and remove/add items to show how it will look like.

Lehtinen Percentage of work that is subcontracted out?

DA Only sub is Meridian for Civil, Utilities and Landscape. Might be 5-10% as main focus is inside the building.

Lehtinen Talk about 24/7 use during construction?

DA Key is communication between town and firm. They do not perceive the need for nights and weekends however will be able to work with us to make sure this is not an issue.

McQuaid Other than aggressive timeline any challenges you perceive?

DA Not really a challenge however having as much documentation upfront will help verify and accelerate the process.

Lemieux Access to site is the same as high/middle school. Example of another project similar?

DA Concern with traffic. Not sure if extensive traffic study is necessary. Many things can be done to slow traffic down. This is part of the proposal. Utilize any traffic studies that have been done and to mitigate any bottlenecks.

Third Interview: Abacus Architects

Presenters: David Eisen, David Pollack, Annie Steele

They have been involved on town side interviewing and accessing architects. Have other internal folks as well as outside consultants that they have worked with for years. Have done public projects in surrounding towns. Many of their projects are adaptive reuse. Believe the best approach will be continuous communication. Key will be working with the committee. All starts with surveying the individual entities involved. Reviewed thoughts on existing building. Often schools are difficult to make into municipal buildings. Very big on “feel” of building and open spaces. Work up “Decision Matrix” of different options to help Committee to weigh the options and understand best bang for buck.

McQuaid Other than timeframe, what other issues do you see with the project?

AA Experience with tight timeframe RFP but find that is not typically what committee wants. They will do whatever works for us. Other challenge will be to test the work that has been done and come up with a cost line for getting the existing building up to date.

Lehtinen What percentage of the work will be done by subs?

AA Relying on Vertex report on initial assessment. 60% in / 40% out

Roy Do you see including a land survey as part of civil work?

AA Need a survey early on. Part of their scope of work. Have not done a significant fee analysis however believe it can be done.

Roy Of the projects you have worked on, what percentage have been funded? Things that were successful to help get project funded.

AA Communication is the key to get buy-in from the town. Win a few/ Lose a few.

Mackin Proposed approach to delivering cost effective solution?

AA Two components; cost and effectiveness. It is laying out the options to let us make that decisions. Concentrate on 3 things that are most important to the town/committee to make this project successful. This will be the bulk of concentration and budget

Passios Given age of building, verify scope of work will include full Hazardous Material assessment, mitigation plan and cost estimate

AA Consultant that they work with for this is very thorough and complete in their work. Problem is with unknow. Conversation around the extent of destructive testing needed.

Cole Previous project that involved several different community groups sharing the same space? Security concerns?

AA Different ways to approach this. Example is Middleton where they get different entities talk to each other and understand there are ways to work and live together. Did not address security, more getting common ground of all the different folks using it.

Lemieux Explain your experience your approach to traffic flow?

AA Many of their buildings are tight urban sites. Have not thought about it because in their mind there is plenty of space. Worth looking into working with a traffic consultant if it makes sense. School related use of building is in their opinion will be the most troublesome.

Chair Tabled the agenda item regarding discussing candidates

Maklin Generally pleased with caliber of presentations.

McQuaid Need to do the decision process quickly

Chair Future meeting schedule. Do we continue with every week schedule?

Next meeting set for following Wednesday Feb 5th at 6PM

Follow up meeting on Wednesday Feb 12th at 6PM

Meeting on Wednesday Feb 26th

Maklin Checking on references

Chair Chair will coordinate the checking of the references. Present summary of results next meeting.

Cole Question on timeline. Do we need to have a decision by Feb 10th to stay on schedule?

Consensus was to have each member have their score for each candidate before the next meeting to expedite the process. Important that a decision be made at the next meeting.

Passios motion to adjourn / Maklin Second Passed unanimously.