

## **Sherborn Library Building Committee**

### **May 16, 2016**

Present: Mark Brown, Chris Kenney, Jim Kolb, Richard Littlefield, Alexis Madison, Adam Page

Also Present: Elizabeth Johnston (Library Director), Mary Moore (Library Trustee), Jim Murphy (Library Trustee), Barbara Ambos (Sherborn Community Center Foundation), John Sayre-Scibona (Design Technique Inc), Peter Byerly (Beacon Architectural Associates), Richard Smith (Adams & Smith).

The meeting was called to order at 7:00 pm.

#### **1. Approval of LBC Minutes**

It was moved, seconded, and voted to approve the minutes of the April 11, 2016 meeting.

#### **2. BAA - Design Development**

##### **a. Estimate**

BAA distributed the Fogarty Design Development (DD) estimate dated May 16, 2016 for review (attached), with a cover memorandum from BAA outlining the design changes that are incorporated in the latest estimate. These design changes were made to address the 6% budget overrun that Fogarty estimated based on BAA's DD drawings and specifications dated May 4 2016.

Fogarty's updated estimate of the total construction cost of the project is \$6,714,916. This estimate includes a design contingency of 4% to account for additional costs that may become evident as the design progresses through the Construction Documents phase. Fogarty's schematic design estimate was \$6,686,873.

Peter Byerly reviewed the three design changes outlined in BAA's cover memorandum:

- **Exterior wall finishes:** The base bid substitutes brick veneer for stone veneer at the base of the building addition (ground floor level), and 1x6 vertical cedar siding at the first floor façade and at the elevator overrun where brick was shown on the schematic design drawings.
- **Emergency generator:** The base bid substitutes the code required 125 KW generator (sized for the sprinkler fire pump) for the 300KW generator (sized for the sprinkler fire pump and MEP provisions for temporary emergency refuge in the building).
- **Existing building HVAC system:** The HVAC system for the existing building has been changed from a chilled water system (to match the existing system in kind) to a DX (direct expansion) system to reduce equipment costs.

##### **b. Value Engineering Options (if required)**

Additional value engineering options are not required at this time, since the design changes outlined above bring the construction estimate in line with the approved project budget.

### **c. Add Alternates**

Fogarty's DD estimate includes pricing for seven add alternates for consideration by the project team. Regulations for publicly bid jobs, such as this project, require that the alternates be accepted in the order that they are numbered in the bid documents. If Alternate 1 is not accepted, no other alternate can be accepted. The alternates are listed below as they are numbered in the Fogarty estimate. The alternates will likely be renumbered based on group discussions regarding their relative desirability/affordability. There was agreement that the project team should set the add alternate priorities at 75% Construction Documents (CD) submission.

Alternate 1A – Remove and salvage existing clay tile roof, install vapor barrier and insulation, reinstall existing clay tiles.

Alternate 1B - Remove and dispose of existing clay tile roof, install vapor barrier and insulation, install new clay tiles.

Alternate 2 - Green roof system at new building.

Alternate 3 – Provide stone in lieu of brick veneer at base of new addition.

Alternate 4 – Provide brick veneer in lieu of 1x6 vertical cedar siding at the first floor façade and at the elevator overrun.

Alternate 5 – Revise aluminum storefront at children's program/craft room ("Tree House") including decorative punched aluminum screens.

Alternate 6 – Provide 300KW emergency generator in lieu of 125KW generator.

There was discussion of the need for updated building exterior renderings showing the revised base bid exterior wall finishes for presentation to the community. Previous renderings used to promote the project had shown stone and brick. There was agreement that it would be prudent to get community reaction to the change in materials to inform the prioritization of the add alternates.

\* Action Item: BAA to prepare updated building exterior renderings showing the revised base bid exterior wall finishes for presentation to the community.

## **3. Schedule and Budget Updates**

### **a. Schedule Update**

BAA presented the updated project schedule dated May 16, 2016 (attached). Key milestones/dates are as follows:

75% CD submission

June 24, 2016

100% CD submission	July 18, 2016
Submit bid advertisement	July 19, 2016
Award contract	September 16, 2016
Construction complete	October 2016

**b. Budget Update**

John Sayre-Scibona presented the updated total project budget with DD adjustments, dated May 16, 2016 (attached). The total project budget remains unchanged at \$8,693,214. Project contingency was reduced by \$24,068 due to the minor increase of the DD estimate. The project contingency now totals \$176,551, and remains stable at a little over 2% of the project budget without contingency.

**4. Sherborn Library Visioning**

**a. Special LBC Meeting**

Adam Page discussed the findings of the special LBC meeting held on April 25, 2016. There is a desire to keep the basement shell space flexible for various future uses, including possible “maker space” use. Infrastructure considerations for flexible future uses that we discussed included the following:

- Provide additional 50 to 100 amps at the panelboard that services the basement shell space for future branch circuits.
- Provide extra capacity in the exhaust fan to accommodate possible future shell space exhaust needs.

Sound transmission from the basement shell space to the first floor is a concern. Elizabeth Johnston reported that the main source of noise transmission is the ductwork. Soundproofing of the ductwork could be installed when needed to accommodate future basement shell space use.

\*Action Item: Alexis Madison to complete minutes on the special LBC meeting and send to design team to inform shell space infrastructure considerations.

**b. Additional IT discussion/considerations**

Elizabeth Johnston is working with the IT consultant to develop IT infrastructure needs. Items of discussion include types and locations of self-check-out stations and the number of data cables each station requires and the wi-fi capacity for the community room to accommodate multiple devices and presentation applications simultaneously.

**5. Interior Design Update**

The LBC interior design subcommittee continues to work with Stefura, the interior designers, on furniture layout. Furniture layout factors into the locations of data cable drops and electrical outlets, which need to be located on the electrical/tel-data plans.

\*Action Item: The LBC will review the furniture plans at our next scheduled meeting on June 13, 2016 and send the approved plans to the design team.

## **6. Community Center**

### **a. Lease Status**

Mary Moore reported that the lease has been signed. The library needs to carry insurance covering the use of the Community Center and its parking lot by library staff and patrons. Insurance documents are being processed.

### **b. Scheduling of fit-out process**

John Sayre-Scibona and Mary Moore will schedule the fit-out process for the Community Center.

Libby Yon has volunteered to provide project management/logistics support for the move to the Community Center.

## **7. Other Business**

There was a discussion of parking and coordination with the town campus needs in response to concerns voiced to Mary Moore about the construction impacts of the project (sub-surface infiltration basin, emergency generator/condenser farm, fire suppression tank and pump) on parking and police activities at the police station parking lot. The construction will have to be phased/coordinated to manage disruption to police activities.

BAA reported that the site/civil designers require more information about the police station site to complete their drainage calculations, and therefore additional survey work is needed. The committee moved, seconded and approved a motion to recommend to the Library Trustees that additional services be authorized to do the survey work. Mary Moore suggested that the scope of the survey work be reviewed with the town administrator and town planner.

\*Action Item: John Sayre-Scibona to send the proposed scope of the survey work to Mary Moore to share with town officials.

Another concern is the extent and location of ledge beneath the police station parking lot. There are also questions about the location and extent of ledge at the building addition. There was agreement that borings or test pits should be done at both locations to gather information about extent and locations of ledge in areas of excavation. We discussed the possibility of having CMD dig the test pits.

There was discussion about the 50" diameter oak tree northeast of Town Hall that is within the limit of project work. If the tree is not in good condition and likely to require removal anyway within a few years, it might make sense to consider removing the tree now to permit additional angled parking for

the town campus. There was discussion that a qualified arborist could be engaged to evaluate the condition of the tree and its likely remaining life span.

A presentation to the Planning Board is needed prior to issuing drawings and specifications for bid. The presentation will likely occur at the June 22 Planning Board meeting.

#### **8. LBC Meeting Dates**

The next regularly scheduled meetings of the full LBC are as follows:

June 13

July 11

August 8.

It was moved, seconded and voted to adjourn the meeting at 9:00 pm.

Respectfully submitted,

Mark Brown