

## **SHERBORN LIBRARY BUILDING COMMITTEE**

### **Minutes of meeting on October 14, 2015**

LBC Members: Mark Brown, Libby Yon, Heather Willis, Adam Page, Alexis Madison, Richard Littlefield, Elizabeth Johnston, Library Director, Roger Demler, clerk, Jim Kolb, Chairman.

Board Members: Chris Kenney, Mary Moore, Chairman

Beacon Architectural: Peter Byerly, Principal, Patrick Haynes, Richard Smith in association

Design Technique (DTI): John Sayre-Scibona

The meeting opened at 7pm in the Sherborn Police Station.

#### **Minutes \***

The minutes from the LBC meeting on 10/7/2015 were approved unanimously.

#### **Beacon Architectural Introduction**

The LBC had forwarded to Beacon the questions at the end of these minutes.

Peter Byerly introduced the team with Patrick Haynes from Beacon and Richard Smith in association. Rich Ryan will be our Program Manager but he was attending a seminar on the Mass. competitive bidding process. Peter and Richard Smith have known each other in the business for 25 years and they have more recently worked together on 26 library projects. Richard is covered by Beacon's insurances. Beacon has 8 architects with extensive support staff.

Peter reviewed the 5 library projects that Beacon has worked on over the last 4 years after doing the original work on our library. The Lincoln public library included adding a discreet sprinkler system to an historic building. Richard talked about 3 projects that involved integration with existing styles including an arts-and-crafts building.

#### **Beacon on Current Construction Climate**

Since 2011 the design and construction industry in the state has been booming with particular growth in office and university buildings. This has led to competition for contractors and specialty subcontractors which may increase our costs and limit our choices.

They see trends in the library priorities for more emphasis on large and small meeting spaces, WiFi capacity, interface with computers/tablets, self-service, and regional resources/connections. We might

investigate a Maker Space (additive manufacturing aka 3D printing) that would require some dedicated space for the equipment and long processing times.

## **Schedule**

Beacon gave us this baseline schedule:

Restart	3-4 weeks
Update schematic	9-10
Bid package	10-12
Bidding and award	8
Construction	50
Move in	<u>2 weeks</u>
Champagne	82 to 86 weeks (May 10 to June 7, 2017)

## **First Steps**

New cost estimate: Continue with current estimator but be more directly involved to better understand the cost drivers and options. Do the first update right away.

Temporary space: Determine if the Town House is practical and affordable. We are concerned about floor loading and accessibility.

Tour libraries with LBC members.

Research existing septic design versus projected waste loading.

Research fire sprinkler integration with existing town office tank and generator. Library needs a 30,000 gallon tank while the existing tank is believed to be 20,000 gallons.

Update on Town Building Campus for parking and access. The town will try closing Sanger Street in the middle as a test for closing during construction and long term to connect the campus.

Complete a tradeoff on reusing the existing tile roofing system or a more conventional replacement. The current roof has sheathing, homosote insulation, then probably felt paper, possibly nailers, and then the tile on top. It appears that the known leaks are around the windows and not through the tiles. Beacon has recently talked to the tile manufacture and the tile model is still in production and it should be practical to reuse the tiles after better insulation and sealing is applied.

## **Discussions**

Interior design: Richard Smith expects that integrating a new HVAC system and sprinklers into the building without spoiling the interior appearance could be risky, but he has done it before.

Energy Goals: The library would like to have a LEEDS Silver certification if economically practical and there is the potential for a 2% grant if successful. Beacon suggests that the energy modeling be done with the mechanical contractor working with a LEEDS checklist to measure the cost consequences and tradeoffs.

Bid Sequencing: We discussed selecting the general contractor early so that the contractor can help with the design tradeoffs. This would cost some more and all of the subcontractors would still have to be by competitive low bid. The project is small enough and not so complex that the normal contractor bids after design completion is probably better, particularly with the relevant skill sets of the LBC members.

A 3-D detailed design could be done wherein all of the subs use common software and enter detailed component drawings. This sometimes discovers interference problems. Again, this project is relatively simple and good supervision during design should suffice.

Potential Cost Reductions: The proposed and approved program space, and the finish details are the most important aspects of the project. Potential savings can often be found in the mechanical systems design. In this project the current basement renovation details may provide some cost opportunities.

### **Future Meetings**

Future meetings will be the first Monday of the month except the following Monday if there is a conflict with a national holiday.

### **LBC Architect Recommendation \***

Beacon left the meeting and the committee, with John Sayre-Scibona, discussed the selection of an architect for the project. If we were to go out to bid for other architects several months would be lost and additional cost incurred due to cost inflation and learning/redesign by the new architect. After several positive comments by those present about the skills, experience, and temperament of the architect team the committee voted unanimously to retain [recommend to the Board of Directors] the Beacon/Smith team.

**Meeting Adjourned 8:50 pm \***

**\* Vote Taken**

**Sherborn Library Building Committee**  
**Questions for Beacon Architectural Associates/Adams and Smith**  
**14 October 2015**

1. It has been five years since Beacon Architectural Associates/Adams and Smith submitted a qualifications package for the Sherborn Library project. Have there been any significant changes to the staff of the firms since the conceptual design phase of the Sherborn Library was completed. Please describe the changes and what impact they would have on your ability to provide professional services for the design and construction phases of the library.
  - Number of employees
  - Org structure
2. Who would BAA/A&S assign to the project?
  - Principal in charge
  - Project designer
  - Design Phase staff
  - Construction Phase staff
3. What is the current and projected workload for key staff? What projects are key personnel committed to for 2015 – 2017?
4. The MBLC budget breakdown shows line items of \$53,500 for schematic design, \$400,000 for Design Development and Construction Documents and \$155,000 for Construction Administration. This is about 8% of the construction budget prepared by MBLC. Does this budget appear sufficient? For the construction phase, what level of construction site visit activity would BAA/A&S customarily provide for this type of project?
5. The owner requests construction cost estimate updates at the end of schematic design, design development and construction documents to validate the project scope versus budget. It is the owner's expectation that BAA/A&S would provide a cost estimating consultant in your scope. Please comment.
6. To what degree did BAA/A&S participate in/review the conceptual phase scope of work and associated cost estimate by Fogarty? Fogarty's construction cost estimate in January 2011 was about \$4.9M.
7. References for joint venture projects that BAA/A&S submitted five years ago included Falmouth Public Library and Leominster Public Library, as well as projects by the individual firms. Have BAA/A&S collaborated on other projects since that time? If so, please discuss and provide references. Also, discuss the performance history of the Falmouth and Leominster projects since they were completed several years ago. Are you aware of any performance problems?

8. In BAA/A&S's experience, what are the major challenges/pitfalls in advancing from the conceptual design phase to the schematic/design development/construction drawings design phases?
9. Library staff report roof leaks at skylights and wet roof insulation in areas of localized roof repairs. What is BAA/A&S's recommendation for evaluating the existing roof and skylights and their remaining service life? Do you recommend engaging a roof consultant to conduct an evaluation of the roof and skylights as part of your scope? Fogarty's estimate included an alternate of \$573,820 to replace the existing tile roof.
10. Based on a cursory review of portions of the original plans and a walk-through inspection of the library by the Library Building Committee, the exterior envelope of the existing building appears to be very energy inefficient. Single glazing at the skylights, minimal insulation at the roof and large areas of insulating glass throughout the exterior walls are some of the building features that do not meet current guidelines for energy efficiency. In BAA/A&S's past similar library projects, has the project team employed building energy modeling to understand tradeoffs between added costs of building envelope thermal improvements and cost savings from reduced energy needs?