



Building Committee

Building Committee Meeting Minutes
 June 7, 2018
 Caucus Room at the Provincetown Town Hall
 Called to Order: 9:00 a.m.

Membership:

P	E	U	Name
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Tom Coen, Chair
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Paul Kelly, Vice Chair
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Don Murphy
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Linda Fiorella
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Leif Hamnquist
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Sheila McGuinness

(Note: P = Present E = Excused U = Unexcused)

These minutes are in brief format.

This meeting was filmed by Provincetown TV

Also Present:	Jorge Cruz, Flansburgh
David Panagore, Town Manager	Tony DiMarinisi, D&W
Rich Waldo, DPW Director	Paul Millet, Environmental Partners
Jim Golden, Police Chief	
Madeleine Le, Flansburgh	

<p>Order of Business:</p> <ol style="list-style-type: none"> 1. Study – Probable Cost 2. Geotechnical Borings and Survey Status 3. Program Re-confirmation 4. Design Schedule
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N.B. The Building Committee did not have a quorum at this meeting, so there was no deliberation or voting.

DISCUSSION ITEMS

I. Study - Probable Project Cost

- A. FA provided a summary of the cost estimate from the Kaestle Boos study. FA stated that the cost per square foot is low based on current market conditions. EP stated that recent projects bid in late 2017 through the spring of 2018 are attracting less bidders due to a busy economy and bids are higher than estimates. FA questioned if the cost for the unfinished basement space is adequate. It was agreed to conduct cost estimates after the Schematic Design has been completed in 2-3 weeks.

II. Geotechnical Borings and Survey Status

- A. Borings have been completed. A summary table was provided. (attached). Ground water was noted at 2.2 to 5.6 feet below grade. FA expressed concerns about construction dewatering costs, and long-term basement waterproofing.
- B. Survey: FA has completed the site Survey: FA has completed the site boundary and topographical survey. A copy will be provided at the next meeting.

III. Program Re-confirmation

- A. FA presented 5 options. (attached). After much discussion and comment, Option E was preferred and the following guiding comments were provided.

- Option E. Avoid the bump out by moving the unfinished space and adjacent area to the right.
- No basement space.
- Provide exterior door from Animal Control.
- Armory and Lockers location preferred on first floor.
- Parking office. Keep space for this. Primary function is enforcement.

Operations may move to Town Hall.

- Circulation and Entry location: Carefully coordinate with site plan and building orientation on lot. Entry to face Jerome Smith Road or true front of building.

- Evidence Room: first floor preferred; could move to second floor.
- Attic Space, HVAC equipment. No elevator to attic.
- Bathrooms: Provide public bathrooms (M and F) in the lobby area. Separate staff bathrooms needed on first floor.
- Conference Room: Assume 10 people at the table plus seats along sidewall area (5-6). Provide small closet for computer/IT.

IV. Design Schedule

- A. Concept Design Completion, June 21st, 10am start
 - Refine Option E; provide site plan.
- B. Schematic Design Workshop, July 11th, 10am start
- C. SD Cost Estimate, tentatively first week of August, 2018
- D. SD Completion, tentatively mid-August, 2018

List of documents reviewed:

1. *Flansburgh Agenda*
2. *Meeting Sign-in Sheet*
3. *Flansburgh Space Summary Table and Concepts*

Next Meeting:	June 21, 2018
Adjourn:	(enter time) 11:15 a.m.
Minutes by:	Paul Millett / Tom Coen

Approved by  on (insert date)
 Thomas Coen, Chair