



Building Committee

Building Committee Meeting Minutes
 August 8, 2018 @ 4:00 pm
 Caucus Room at the Provincetown Town Hall
 Called to Order: 4:00 pm

Membership:

P	E	U	Name
X	—		Tom Coen, Chair
	X		Paul Kelly, Vice Chair
	X		Don Murphy
X			Linda Fiorella
	X		Leif Hamnquist
	X		Sheila McGuinness

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

These minutes are in brief format.

Also Present:	Bruce Danzer, Lab 3.2
David Panagore, Town Manager	Stacy Kanaga, Coastal Engineering
David Gardner, Asst. Town Manager	Keith LeBlanc, LeBlanc Jones
Jim Golden, Police Chief	Paul Millett, Environmental Partners
Madeleine Le, Flansburgh	Ryan Paul, Environmental Partners
Jorge Cruz, Flansburgh	

<p>Order of Business:</p> <ol style="list-style-type: none"> 1. Police Station Schematic Design Cost Estimate. (Votes may be taken). 2. Approve minutes of previous meetings. (Votes may be taken). 3. Other matters that may legally come before the Committee not known at the time of posting. (Votes may be taken).

DISCUSSION ITEMS

- I. There were 2 committee members in attendance. Therefore, the committee did not have a quorum. This prevented any official voting for this meeting.
- II. Provincetown Conservation Trust (Advisory)
 - A. The Trust was concerned with the amount of trees that are proposed to be removed on the site. The Trust estimated that approximately 60 large trees are to be removed. These trees are deeply rooted and help prevent flooding. They felt that the removal of these trees would increase the risk of flooding. They requested that the committee look into minimizing tree removal and planting in-kind trees. They have also asked how flood damage will be prevented without deeply rooted trees in-place.
- III. FA 25% Design Presentation by Jorge C. (FA)
 - A. A handout of the floor plans was distributed to the attendees. This handout is attached to these minutes.
 - B. Jeff R. (Town Planner) stated that there is a height restriction for the buildings. Currently, the maximum height of the building is 36'-8". Provincetown bylaws have a height restriction of 33'. The roof height is dictated by the HVAC unit that will be mounted in the attic space. This location of the HVAC was chosen so that the unit would not be visible. A conference call will be set up between all parties to discuss the zoning bylaw height restrictions, variance for building height restrictions, and the approval-not-required (ANR) plan. No further design shall be completed until the height restriction issue is resolved.
 - C. The floor plans showed two layouts for the second floor. A plan with two hallways and a plan with one hallway entering the records room. Jim G. (Police Chief) stated that he prefers the option for two hallways, because it is more flexible. Jorge C. will schedule a meeting to discuss the floor plan with Jim G. The building committee will vote on this floor concept at the next meeting.

- D. David P. (Town Manager) requested a breakdown of the square footage for the building. FA will provide the breakdown list.

IV. 25% Cost Estimates

- A. Updated cost estimates were completed by FA's and EP's professional estimators Eliana and Costpro, respectively. Paul Millett (EP) distributed the two new cost estimates, the original estimate by Kaestle Boos Associates (KB) (2016), and a summary comparison sheet that includes all three estimates.

- The comparison sheet showed that the updated costs were approximately \$3M-\$4M above the original estimate. Attached to these minutes are the construction estimates and cost comparison sheet. Shown below are the estimated construction cost totals for each of the three estimates:

1. 2016 (Preliminary Design) KB Estimate= \$6,225,454
2. 2018 Schematic Design (SD) Eliana Estimate= \$9,051,725
3. 2018 SD Costpro Estimate= \$10,356,414

- The cost increase is most likely due to the busy economy and price increases of approximately 15%-20%. In addition, the cost for steel is very high according to FA and EP's estimators.
- FA and EP will meet prior to the next Building Committee meeting (8/23/18) to discuss value engineering (VE) to reduce new estimated project costs. The objective of the VE meeting will be to provide a list of items that may reduce the overall cost of the project.
- If the costs remain above the amount of the Town's budgeted amount, the Town may have to request additional funds at either:
 1. October 29, 2018 Special Town Meeting with estimated costs or
 2. The 2019 Spring Town Meeting with actual bid prices.
- The next Cost Estimate from FA (Eliana) and EP (Costpro) will be

completed by October 11, 2018.

- David P. asked why the FA and EP estimators were not closer in price. Paul M. responded that this is due the estimators having Schematic Design drawings (essentially a 25% design plan) to base their estimates on, and different estimating approaches, and professional judgement. As the plans become more detailed, the estimated construction costs from the estimators should converge.

B. Jorge C. stated that furniture costs have not been "tested" (estimated) in these updated cost estimates. Jorge presented two options for estimating furniture:

- Consult with an independent furniture estimator.
 1. Cons: There is an upfront cost for the estimator to complete the work.
 2. Pros: It may result in an overall lower price.
- Consult with a local vendor.
 1. Cons: May result in a more costly estimate. Will be estimating furniture based on limited brands/types.
 2. Pros: A vendor does not charge for a quote. This may be a good starting point. The Town can always get a professional estimator to complete a final estimate as the project progresses.
 3. Jorge C. stated that furniture costs have not been "tested" (estimated) in these

C. I.T./Communications equipment will need to be confirmed / tested.

D. Rich W. (DPW Director) asked why there was approximately 46,000-sf of paving estimated for this project. Jorge C. answered that these civil costs included installing new utilities (sewer, water, etc.) within the Town's ROW, which quickly increases the paving footprint. Rich W. mentioned that utilities such as sewer may be able to be pulled out of the scope as a VE item.

- V. Tom C. (Building Committee) would like to move forward to plan a presentation for all permitting stakeholders at one time. The presentation will be lieu of a courtesy review to each stakeholder independently.
- VI. The next Building Committees meeting will be held on August 23, 2018 at 10:00 am.

List of documents reviewed:

- 1. Flansburgh Agenda
- 2. Meeting Sign in Sheet
- 3. Flansburgh Architects 25% Plans (8/8/18)
- 4. 2016 Schematic Design Estimate (Kaestle Boos Associates, Inc.)
- 5. 2018 25% Design Estimate (Eliana)
- 6. 2018 25% Design Estimate (Costpro)
- 7. EP Cost Comparison Sheet (8/8/18)

Next Meeting:	August 23, 2018 @ 10:00 a.m.
Adjourn:	6:00 pm
Minutes by:	Paul Millett / Tom Coen

Approved by  on November 12, 2018
Thomas Coen, Chair