



**Wellfleet Police Station Building Committee
Minutes of October 4, 2016
Wellfleet Town Hall Hearing Room**

Present: Hugh Guilderson, Chief Ronald Fisette, Harry Terkanian and Sean Donoghue.

Regrets: Jay Horowitz

Also present: Rick Pomroy (Pomroy Associates), Zack Silvia (Kaestle Boos Associates)

Harry Terkanian called the meeting to order at 1:30 PM.

1. The minutes of September 12, 2016 were reviewed. On motion of Mr. Donoghue, seconded by Mr. Guilderson, the minutes were approved as presented by a vote of 4 – 0.
2. Chief Fisette announced that he would meet with Ralph Swenson on October 6 to firm up dispatch equipment specifications, that W. B. Mason has furnished a quote of approximately \$62,000 for equipment and that he will follow up with Galaxy on security systems.
3. Lt. Hurley joined the meeting.
4. Presentations to the Selectmen and Town Meeting were discussed. Suggestions included comparison of costs with other town's police department projects, inclusion of functional deficiencies in the building and information on the cost of delay.
5. Opening of general contractor bids has been moved to October 18 to allow time to publish the filed sub bids.
6. Mr. Walters and Mr. Hoort joined the meeting.
7. Filed sub bids were opened and read aloud for twelve trades. Many bidders were present. 50 bids were received, with at least three in each trade. At the conclusion of bid opening, those present were invited to examine any bid documents. No one took advantage of the offer. Only one bid (Conco Fire Protection) was clearly disqualified, due to an incomplete submission. Bids will be checked and tabulated by the architect and the results will be posted in the next bid addenda, scheduled for October 7, 2016. The bids were reviewed against the most recent cost estimate. While there was variation in the trades compared with the estimates, it appeared that overall sub bids were in line with the estimated total for the trades. Mr. Pomroy will confirm Seekonk Heating Services bid as it was significantly below the cost estimate. References of the low bids for trades used by the apparent low general contractor bid will be checked with DCAMM.
8. Project schedule was reviewed noting the cancellation of the October 11 Project meeting in light of the general contractor bid postponement to October 18th. Instead, the next project meeting will be on the 18th at 2:30 PM. It was also noted that the pre town meeting has been moved for November 1 to November 2, 2016.
9. There was no design review because the design is complete.
10. Project open items:
 - A. Equipment schedule. A small number of items need to be confirmed with the department and "by owner" items need to be identified. IT was noted that flat screen TVs noted on the equipment list were not all being procured, they are on the list to insure that outlets and fittings are in place in the event of a future need. Logging door locks are needed for some rooms (evidence, armory, etc.) The security consultant will be asked to provide an estimate. These items can be procured using the State's Operational Services Division FAS 64 schedule as long as three quotes are obtained.
 - B. Temporary facility phones. Northern Telcom, the current provider, is expected to furnish a quote in the next two days for both permanent and temporary phones including providing an above ground line from the fire station to the temporary site.
 - C. Communications. Final pricing is expected from Chief Fisette's meeting with Mr. Swenson on October 6th. Service lines will need to be brought up Lawrence Road to the temporary facility.

- D. Utility connections. Verizon cost is expected to be minimal as service is available on site. Eversource will involve a cost, as a new transformer is required.
 - E. Move to temporary facilities. Meeting scheduled for October 11 on this. The department will need to determine whether any climate-controlled storage is required (probably not), overall space needs and what can be stored in long-term storage.
11. Mr. Donoghue and Mr. Hoort left the meeting. The meeting adjourned to the upstairs meeting room.
12. Project open items continued.
- A. Project web site is live. More content needs to be added included a FAQ page.
 - B. Power quality. Details are in architect's report. Electrical consultant will be asked by the architect again whether the HVAC controls can be isolated behind power conditioning hardware.
 - C. Elevator. Variance rehearing is scheduled for January 9, 2017. Power requirements for a chair lift are included in the electrical sub bid and the general contractor will carry a \$75,000 allowance for changes in stairwell framing to accommodate the lift. The worst case is still a residential elevator. Since it is expected to take three to four months to get a temporary facility on line due to lead-time for trailer ordering, this issue is expected to be resolved before work on the station begins. Because of the trailer lead-time, the project schedule was extended to 16 months with the expectation that it will be completed before the 2018 summer season.
13. Presentations to the Selectmen and Town Meeting were reviewed again. The presentation to the Selectmen will be limited to the bidding results.
14. Adjournment. On motion of Fisette, seconded by Mr. Guilderson, was adjourned at 4:28 PM. (5 – 0)

Respectfully submitted,

Harry Sarkis Terkanian, Chair

¹ Public Record Documents

- 1. Project log updated October 4, 2016
- 2. Architect's Report October 4, 2016
- 3. Wellfleet Police Station Equipment List
- 4. Owner's Project manager detailed Agenda October 4, 2016