



**Wellfleet Police Station Building Project Committee
Minutes of May 10, 2016
Wellfleet Fire Station Training Room**

Present: Ronald Fisette, Jay Horowitz, Hugh Guilderson, Sean Donoghue, Michael Hurley and Harry Terkanian

Mr. Terkanian called the meeting to order at 4:00 PM.

On motion of Mr. Fisette, seconded by Mr. Donoghue the minutes of April 12, 2016 were approved (5 - 0).

Design updates. Existing Conditions Investigations.

Structural review is complete

Roof Exploration is not required.

Site Survey. A proposal was received from Slade Associates to provide a site survey of existing conditions for a fee of \$4,000. With the contract markup the total cost would be \$4,400 which compares favorably with the \$10,000 allowance for this work. After a recommendation to accept by Mr. Pomroy, on motion by Mr. Guilderson, seconded by Mr. Fisette voted to accept the Slade Associates proposal. (5 - 0).

Hazardous Materials. Proposals from UEC and Axion have been received. Both are similar in scope of services for tasks 1 & 2 (testing and monitoring.) The UEC proposal is \$4,700 and \$8,500 and the Axion proposing \$7,100 and \$5,700 for the two tasks. Mr. Pomroy's recommendation was to accept the UEC proposal for task 1 only and defer an award on task 2. On motion by Mr. Guilderson, seconded by Mr. Fisette it was voted to authorize the designer to contract with UEC for task 1. (5 - 0)

Geotechnical. No action as no quotes are in hand yet.

Perc testing. No action, working assumption is that a replacement septic system will be required.

Insect damage. No action. Consideration given to construction contract allowances for replacement of studs and sheathing as part of the bid process.

Elevator waiver. The building inspector is OK with a waiver. Tom Hopkins from MABB wants the Town to submit a variance request based on the building being a single use building with handicapped accessible access on both levels. Public access is specific to each level and there is no need for the public to transit between floors. On motion by Mr. Guilderson, seconded by Mr. Donoghue it was voted to direct the designer to pursue a variance or waiver of the elevator requirement. (5 - 0)

Design Progress.

Discussed the addition of parking spaces in the upper (Gross Hill Road) lot and possible separation of police vehicle parking from public parking, including discussion of the need for rapid access by police vehicles through the public spaces. Possibility of a second egress along the east side of the building was discussed but dismissed as both steep and too close to the residential neighbor.

Choice of heating systems. No consensus or vote.

Mr. Guilderson observed that the current drawings are "too busy" to be useful in a public presentation.

Floor plan changes. Addition of a drug drop off in the upper floor. Access to the lobby will be time controlled. Does the dispatch area need to be protected with ballistic glass? Gutters vs extended corner boards discussed without resolution.

The HVAC and civil narratives were reviewed by the committee.

Preliminary discussion of a project web site, possible contents and site maintenance. Helpful content could include schedules, minutes, the action log, renderings and the rationale for the project.

Budget review. Change in cost estimates are primarily attributable to additional scope and inflation.

Phased construction. The costs of temporary quarters was discussed including the additional construction costs associated with phasing, the cost of renovating the old COA building and trailer rental. It was noted that phased construction adds complexity to construction, adds legal issues and site control issues. Mr. Pomroy was of the opinion that elimination of phased construction should shorten the construction time by months.

Additional site work. Part of the increase in project scope is the cost of constructing a retaining wall to support the redesigned public entrance.

Building Commissioning. The benefit of building commissioning was discussed. Preliminary consensus was that commissioning should be limited to HVAC systems only.

Additional Cost Estimates. Discussion of adding third party cost estimates at the design development and construction drawings phases was discussed favorably. No vote was taken.

Mr. Guilderson asked about the useful life of the structure. The service life is expected to be 30 to 40 years, but MEP systems are likely to require replacement after about 20 years.

Grant funding. Is funding available from the USDA?

The presentation to the Board of Selectmen and Finance Committee was discussed with a May 31 target date. The presentation to include the schematic design, cost estimate and project schedule.

On motion by Mr. Fiset, seconded by Mr. Horowitz the meeting was adjourned at 7:02 PM (5 – 0)

Respectfully submitted,

Harry Sarkis Terkanian, Town Administrator

¹ Public Record Documents:

Architect's report with associated drawings and renderings

Project log

Project manager's cost estimate.