

Town of Hingham Public Safety Facility Building Committee Meeting Minutes 1/19/2023



CALL TO ORDER

Motion to approve call meeting to order at 7:04PM on 1/19/2023

Motion made by	B Garrity
Seconded by	P Healey
Discussion	None

Roll Call

Bob Garrity* (BG)	P	Tally Lauter* (TL)	NP	Andy Touchette* (AT)	P	JR Frey (JRF)	P
Paul Healey* (PH)	P	Bruce MacAloney* (BM)	P	Chief David Jones (DJ)	P	Ryan O'Shea	P
Joe Kelly* (JK)	NP	Donna Smallwood* (DS)	P	Chief Steve Murphy (SM)	P	David Petitti	P

Others in Attendance: Paul Kalous (Hill), Susan McCann (Hill), Sean Schmigle (KBA).
North Atlantic States Carpenters Union

APPROVAL OF 1/05/2023 MEETING MINUTES

Motion to approve meeting minutes for the HPSF Building Committee meeting held 1/05/2023.

Motion made by	Donna Smallwood
Seconded by	Bruce MacAloney
Discussion	None

Vote

Bob Garrity* (BG)	Y	Joe Kelly* (JK)		Bruce MacAloney* (BM)	Y	Andy Touchette* (AT)	Y
Paul Healey* (PH)	Y	Tally Lauter* (TL)	NP	Donna Smallwood* (DS)	Y		

PROJECT UPDATE

Chairman's Update

Project bid is going to be delayed by roughly one to two months to ensure that all necessary easements are secured prior to bid and award of the contract. The Town indicated that they are very close to getting the easements in place.

Hill Update

Hill and KBA are taking advantage of this brief delay. We are reviewing drawings and specs again to ensure that we have accounted for everything ahead of the bid.

KBA will have a full set of specifications for review by the end of next week.

We have received divisions 0 and 1. Bob Garrity is providing the finishing touches on the contract and general conditions the he will transmit soon.

JR Frey - The Building Department plan review will take place in advance of the permits application process. This usually takes place after the Contractor files for his building permit. This will advance the timing and review process of building inspectors.

A member of the committee asked about the impact of a one to two month delay regarding costs. (D Smallwood)

Hill shared that we are moderately concerned. It seems that at this time, pricing has leveled off a little bit. In terms of the time delay and construction, we are concerned about any delay to removal of existing foundation and getting out of the ground before next winter. There will still enable sufficient time to do this. Hill indicated that some type of delay is not unusual. It is prudent to delay the bid until easements are obtained to reduce the risk of delay at award if easements are not in place.

JR Frey indicated that this property has a greater number of easements to secure than other projects, which is why this is a bit more complicated and taking additional time.

The Committee Chair indicated that he had distributed Susan Murphy's memo last week. It is a question of getting all parties engaged and ready to sign the easements. He added that the Town's regular counsel is working with the MBTA to establish a license to utilize unused parking lot for a laydown space for the GC, which will be highly beneficial to the project.

Town of Hingham Public Safety Facility

Building Committee Meeting Minutes 1/19/2023



COMMISSIONING AGENT RECOMMENDATION

Hill presented the process that the Review Committee followed and identified CES as the firm to award to in the amount of \$70,470.

Questions and Comments:

One member indicated that the fact that CES has worked with KBA in the past is good.

There was discussion about what would be included in the base contract. There were specific inquiries about audio visual systems, security systems and emergency generator commissioning. Hill said that generator commissioning is included, however security and audio visual systems are not and will confirm and report back.

No vote was taken to accept the Commissioning Agent Recommendation.

Hill and KBA will look into this further and report back to the committee on 2/2/2023.

INVOICES, BUDGET, CONTRACTS AND FINANCIAL ISSUES

Hill prepared and shared a budget update, monthly dashboard update, and invoices for approval.

Motion to approve December invoice for KBA Architects in the amount of \$48,350.30.

Motion made by	B Garrity
Seconded by	B MacAloney
Discussion	There was discussion and concern that the 100% specs have not been completed. KBA indicated that they are expected by end of next week. Hill said there is reason to hold up that payment for December 2022 services because of this issue. Specifications were put temporarily on hold by KBA when the suspension of the bid was announced as part of KBA managing their other work. KBA assured the committee that if the bidding was not delayed, the documents would have been prepared. They will be provided by next Friday.

Vote

Bob Garrity* (BG)	Y	Joe Kelly* (JK)	NP	Bruce MacAloney* (BM)	Y	Andy Touchette* (AT)	Y
Paul Healey* (PH)	Y	Tally Lauter* (TL)	NP	Donna Smallwood* (DS)	Y		

Motion to approve December 2022 invoice for Hill International in the amount of \$18,067.75

Motion made by	B Garrity
Seconded by	P Healey
Discussion	Hill confirmed that this invoice is for all services performed during the month of December to include construction scheduling work done by Hill International team members; Hassan Khaled and commissioning agent proposal review conducted by Jim Devol.

Vote

Bob Garrity* (BG)	Y	Joe Kelly* (JK)	NP	Bruce MacAloney* (BM)	Y	Andy Touchette* (AT)	Y
Paul Healey* (PH)	Y	Tally Lauter* (TL)	NP	Donna Smallwood* (DS)	Y		

NEW BUSINESS There was no new business discussed at this meeting.

NEXT MEETINGS 7 PM Thursday February 2, 2023

ADJOURN

Motion to adjourn this building committee meeting as of 8:10 PM.

Motion made by	P Healey
Seconded by	B MacAloney
Discussion	

Vote

Bob Garrity* (BG)	Y	Joe Kelly* (JK)	NP	Bruce MacAloney* (BM)	Y	Andy Touchette* (AT)	Y
Paul Healey* (PH)	Y	Tally Lauter* (TL)	NP	Donna Smallwood* (DS)	Y		

*voting member, P = Present, NP = Not Present, Y= Yes, N= No