

Municipal Building Working Group
Thursday January 8, 2015
Steele Block – 2nd Floor Conference Room

Present: B. DeLaBruere, J. Quinn, B. Farr, M. Kasamatsu, H. Grenier, C. Viens, C. Palermo, A. Tuscany, Z. Gordon, W. Shepeluk, and C. Lawrence.

The meeting commenced at 2:05pm.

The Act 250 response was submitted on December 30th and an extension to January 9th was requested for the changes in the project design. When submitted, there will be a 15 day review and comment period followed by a 15 day processing period, and then the 30 day appeal period will start.

J. Quinn distributed an updated project schedule and reviewed the status of the permits, and stated that the Act 250 permit timing is critical to the schedule. He then reviewed the highlights of the schedule.

ReArch will start advertising for subcontractors within the next week, and get as many prequalified as possible. They plan to present a bid list for approval on February 5th.

The life safety permit will cost approximately \$8,000, possibly more according to A. Nelson's estimates. It is scheduled to be submitted on February 4th. B. DeLaBruere recommended submitting the permit early in the event there are project changes, and it may take more than 30 days to process.

The soil removal behind the library will commence soon and will cost \$5,700. Hazardous material removal is scheduled for inside the Jane's House. The library will move out by early March for this work to commence. The Town is responsible for the removal at an estimated cost of \$20,000 to \$22,000.

The library is very pleased that their move will allow them to store materials and function in the same place. H. Grenier asked about the schedule with regard to furnishings and when the materials such as finished flooring will be ordered. B. DeLaBruere responded that the subcontractor will determine the deadline which will most likely be mid-summer. Built in furniture is in the budget, while moveable furniture and stacks are not in the budget.

The RFP that ReArch responded to has a lot of the required grant language necessary to develop an RFP for the subcontractors. B. DeLaBruere suggested discussing the public bid process and bid opening. Bid procedures and protocols will be developed to meet the grant requirements and be consistent for the subcontractors. Any bids greater than \$100,000 must be sealed bids. C. Viens asked about the bidding on the frame and discussion followed as to the process.

H. Grenier asked about the heating system. The system chosen is mid-priced and not the more expensive geothermal heat pump system. A decision had to be made as it was needed for the construction documents.

C. Viens asked if the materials stored at the armory site from the roundabout construction could qualify as subsurface materials. A. Tuscany will call J. A. MacDonald about the materials. B. DeLaBruere suggested that VIA's civil engineer can test the material. B. DeLaBruere will review the plans and provide the quantity of material that will be needed.

A discussion was held as to future meeting dates. The January 22nd meeting will not be necessary. At the February 5th meeting, an approved bidders list will be presented, and the 50% construction drawings set may be reviewed. It may also be possible to sign off on the subcontractor list. A separate meeting will be held with the new property owners on Winooski Street after the regular meeting.

February 19th will be the guaranteed maximum price (GMP) meeting. B. DeLaBruere suggested adding to the schedule the option of converting to stipulated sum. This will be a Select Board item to be discussed in mid-April. The date will be firmed up later.

The meeting ended at 2:45pm.