

MEREDITH PUBLIC LIBRARY
PO BOX 808 Meredith, New Hampshire 03253

Telephone (603) 279-4303 Fax (603) 279-5352

Building Subcommittee Meeting Notes,

Meeting #9 – 9/18/2019. Called to order at 8:30AM.

Attendees: Betty Strader, Erin Apostolos, Ed Touhey, Paul Eldridge, Jonathan James, Ron Lamarre, Frank Lemay, Brian Gehris, Austin _____, Michael Bruss

2.6 Time Line for the Project

Tuesday, 7/30/2019 Walkthrough with CM

Wednesday, 8/7/2019 CM Proposals Due

Monday, 8/12/2019, 5-8PM Trustees, Subcommittee, Town Manager interview CMs

Tuesday, 8/13/2019, 6PM Trustees vote on CM selection

Wednesday, 8/14/2019, CM on Board

Friday, 8/30/2019, DD pricing set out to CM

Wednesday, 9/11/2019, Update CIP with: video walkthrough, renderings, updated floor plans, layout and concept for parking. (4:00 pm -Town Hall Annex)

Wednesday, 9/25/2019, DD Pricing due from Milestone

Monday, 9/30/2019, GMP pricing set due out to CM

Tuesday, 10/15/2019, Project Budget due to CIP

Wednesday, 10/23/2019, Project presentation to CIP, Ron to present design, MEC to present Budget.

Tuesday, 11/26/2019, CIP to present to Planning Board, Ed Touhey will present, Trustee representation is welcome.

Dec 2019, Jan 2020, Public Hearings

Jan 2020, Warrant due

Tuesday, 1/28/2020, (4th Tuesday) Planning Board presentation, Submittal due 1/14/2020

Saturday, 2/29/2020, Soup and Bread or Pizza Social with final design information. Public outreach at Meredith Community Center.

March 11, 2020 Town Meeting

3.2 Project Budget

Ron has submitted budget dated 7/1/19 for review. Appended to these notes. BPM will be drafting a budget for consideration by the sub-committee based on this budget. It will be formatted slightly differently and some of the costs indicated as a part of GMP budget will be tracked separately. Budget will be updated monthly as well as at major milestones. As we move forward BPM will also include cost to complete and record variances for record. Items to be added to Budget include but will not necessarily be limited to:

- Land Survey, budget will be updated \$13,000
- Utility location services \$ 1,000
- OPM services \$80,000
-

Update 8/7/2019, CM will move forward with construction budget confirmation as soon as on board. Need to confirm numbers to inform design decisions.

Update 8/21/2019, LBPA to issue DD pricing set 8/30/19, MEC to have revised budget for 6/16/2019.

Update 9/4/2019; DD drawings have been issued to MEC for pricing by 9/26/2019. The budget will be updated as new information is available. Please note, the project has changed, increase of scope at site and addition. Gut check on our assumptions will occur with 9/26/19 MEC pricing. MEC will break out cost to finish out 2nd floor space over program room and a few other items. BPM will prepare and present a variance report for review and comment.

Update 9/11/2019; Milestone was on site with Subcontractors for a walkthrough. Brian brought 4 Sprinkler contractors. Goal is to select and move forward with one on design-build basis.

Update 9/25/2019; See new Business

(action required; LBPA will revise drawings to show low roof, no 2nd floor above Program room. Milestone to review and update construction budget, 10/7/19)

5.2 CM on Board

LOI is in place with Milestone. Contract has been submitted for review by Town Counsel.

Update 9/4/19; Town Counsel has reviewed contract. Comments have been forwarded to Frank for comment and action. Erin will forward Primex review when in receipt. Frank has good idea of what these might be. There are no sticking points anticipated.

Update 9/25/2019; Received Primex review. The review with comments from Naomi have been forwarded to Milestone for their review and action. Frank is completing his review and receiving quotes on insurance riders requested by Primex review. MPL may wish to waive some of these requirements.

5.4 Finishes discussions will begin at our next meeting. Ron will generate a list of what's to be under consideration.

(action required; Ron to confirm timing on finishes selection meeting!!!)

6.2 Sprinkler Contractor: Discussed Bidding out the Sprinkler work in order to get them on board for design and coordination of MEP. MEP engineering standard is to issue performance specification for Fire protection. This will get issued along with the DD drawings, by MEC for bid by qualified Sprinkler Contractors. After review and approval, MEC will issue a Letter of Intent to proceed to contract (LOI) allowing Sprinkler contractor to move forward with shop drawing and equipment submittals.

Update 9/25/2019; MEC has received 4 proposals. Recommend moving forward with John Carter Sprinkler. MB to review proposals and comment.

8.1 Presentation of Site options; Ron presented options for review and discussion by the Committee. As follows:

Option 1, Layout conforms to current schematic plan. Due to grade issues and proximity to the granite retaining wall, option 1 at least cost gets us 24 parking spaces. This option retains the exterior public space at the new main entry. Ron will modify this plan to show a drive-in drop off space to the right of the proposed ADA parking spaces. This plan has least impact to Church property, there is room to tie in grades without retaining walls.

Option 2, layout incorporates a drop-off loop which comes into the space next to the church property. This will require the need for a retaining wall at the church property line as the drop-off loop will run right next to this line. The radius of the loop will not allow for fire safety vehicles. It will also not allow room for a car to drive by if there is a vehicle stopped in the loop. This scheme will only allow for 24 parking spaces. Milestone is pricing the additional costs associated with this scheme including additional retaining walls, paving, etc. This scheme will reduce or eliminate the opportunity for outdoor public space at the new main entry.

There was discussion about strategy to have a warrant article dealing with cost to add a drop off. Ed and Jonathan were opposed to this idea. Building committee will make a recommendation, based on all findings, to the Trustees for their vote at their next meeting October 8th. After this meeting some sub group will meet with interested parties to resolve an outstanding issues and concerns.

Option 3, Ron will develop another option which will add 4 more parking spaces, netting 28 spaces. It will require a higher retaining wall at grade changes contiguous with the granite retaining wall.

* In either option, Ron will add a book drop off accessible to vehicles at the island.

Ron indicated that the current design thinking is to stay well clear of the property line and granite wall contiguous with the School district property. There will be considerable cost associated with reworking, replacing that wall. Total grade change between the grade of the parking lot and the grade up at the school is approximately 15'. Jonathan and Ed suggested that we reach out to Phil Warren for his review and input. (MB has done so and looking to set a meeting up late next week.)

8.2 Easement with Church

Erin has made a copy of the current easement with the Church available for review. There will likely need to be a new easement put into place, minimally to account for construction of the new building and parking lot. Depending on final design considerations there may need to be additional concessions for permanent structures which are on or near the property line. MB suggests that we get this process started. Will ask Phil Warren if he has suggestions on how and when to proceed with the legal work and negotiations with the Church.

Update 9/26/2019; MB reviewed possibility of Easement with Phil Warren. He suggested that after March vote, Erin will send letter to Select Board requesting update to Easement, as necessary.

New Business

9.1 Construction Budget update

Brian, from MEC, presented a detailed construction budget totaling \$4,896,737. MEC has received subcontractor or vendor pricing in almost every category. This budget is approximately \$1.2 million over what was carried previous.

There has been scope creep in the following areas; additional square footage, added shell space at 2nd floor above program room, mechanical, etc.

The site development costs are \$180k over what was previously carried. There is a \$100k blasting allowance carried in the number. Additionally, MEC is carrying a \$430k contingency in the current number.

Team requested that LBPA back out the 2nd floor structural work over program room. MEC and LBPA will also be looking at cost difference between wood vs steel for addition structure. Along with BPM they will be reviewing whole budget.

After reviewing construction budget, Ron took us through the Total project budget. There are areas within that budget that need further review and possible reductions, including, but not limited to: acoustical and IT consultants, Storm water/DES permits, Town utility fees(MB confirmed with Phil that there will be none), FFE, Moving.

9.2 Ron presented an updated option 3 for the teams review and comment. We are currently at 27 spaces. Ron will review with Wilcox-Barton to see if we can get anymore with current layout.

The parking spaces are currently 10x20 with 20' for travel way. Team suggested minimizing the granite curbing, eliminate at all areas except where there are sidewalks.

Ron will update. The Bldg committee will review at next week's meeting and make recommendation for the Trustees to review.

Meeting adjourned at 10:40AM.

Respectfully submitted,

Michael Bruss, September 27, 2019.