

Southampton Building Reuse Committee Meeting No. 23

Committee Members Present:

Libby Baldwin	Angela Valinski
Paula Maak	Margaret Walden
Gary Swanson	Tom Whiteley

Others Present: Dennis Sullivan, DA Sullivan (DAS)
Dan Colli, Design Partnership of Cambridge (DPC)

From: Libby Baldwin

Meeting Date: July 9, 2009

**Date Minutes
Issued:** September 10, 2009

On July 9, 2009, Southampton's BRC Meeting No. 23 opened at 7:05 pm. The following are discussion items from the meeting.

1. General

- a. Minutes from Meeting No. 22 were accepted.
- b. A motion was made and seconded that authorizes the Chairman or Vice Chairman of the BRC to process warrants prior to BRC review. The warrants will be reviewed at the meeting following the Chairman's approval. The motion carried unanimously.
- c. Gary Swanson will prepare a write-up about the project for the newspaper.

2. Architect Agreement

- a. The DPC contract has been approved but needs to be signed.

3. Asbestos/Demolition Contract

- a. The Advertisement for Bids was published on July 7th. Drawings are available on July 9th. The project walkthrough is on July 16th and the bid opening is on July 28th. DPC and DAS will present the bid results and a recommendation to award at the July 30, 2009 BRC meeting.
- b. The cost estimate for the asbestos removal and partial demolition is \$140,000. This estimate is higher than the original estimate but additional demolition added to the scope resulted in a higher estimated cost.
- c. The BRC discussed whether or not a clerk of the works would be required for the asbestos removal and demolition portion of the work. It was determined that monitoring during asbestos removal portion of the work will be required. DPC will obtain 3 bids for this oversight work.
- d. The Planning Board and Conservation Commission have files and other material in the building that need to be removed. The demolition contractor will move the

furniture and other Town material to one room in the building but the Town needs to remove it from the building.

4. Building Renovation Contract

- a. DPC has given the layout drawings to design subcontractors for their use. The mechanical, electrical, and plumbing designs are complete.
- b. The cost estimate for the renovation is approximately \$2.35 million without contingency. This estimate is higher than the appropriation for the project. The contract will be bid with a base bid and "add" alternates" to try to take advantage of the current favorable bidding climate.
- c. A flow test is needed for the sprinkler design. Gary will confirm whether or not the Fire Department will perform the flow test.
- d. A discussion was held regarding whether or not M/WBE participation goals are required for the project. If a grant is obtained for the project, M/WBE participation is required. However, it will not be required if there is no grant or loan funding.

5. Miscellaneous

- a. The next meeting will be on July 30th.
- b. The BRC meeting dissolved at 8:30 pm.

6. Action Items

Item No.	Responsibility	Item
23-1	Gary Swanson	Prepare write-up for newspaper
23-2	Gary Swanson	Determine if the fire department will perform the flow test.