

Permanent Building Committee Meeting Minutes
Wednesday, March 20, 2019
Volunteer Meeting Room, Town Hall
13 Ayer Road, Harvard, MA
Approved: April 10, 2019

PBC Members present: Cindy Russo, Chair; Steve Moeser; Pablo Carbonell; Corey Dufresne; Rick Maoire.

Attending: Alison Flynn, Clerk; Marie Sobalvarro, Assistant Town Administrator; Carl Sciple, Clerk-of-the-Works, OLAC; Guy Olivera, Hildreth House II Rep.; Joan Elisyle, Harvard Press.

Ms. Russo called the meeting to order at 8:03 a.m.

PUBLIC COMMENT

None.

REVIEW AND APPROVE MINUTES OF 3/6/19

Mr. Maoire made a motion to approve the draft minutes of March 6, 2019, as presented; Mr. Carbonell seconded. All were in favor.

OLD LIBRARY PROJECT

Ms. Russo indicated that she believes the Select Board would like the PBC to propose the PBC's charge in relation to the Old Library Roof project. The members discussed Gale's proposal for Visual Evaluation of Slate Roof and Masonry Wall Systems, and considered whether to recommend to the Select Board to seek funding to accept the same. They found that although the report would be very helpful in some aspects, it would not include the necessary intrusive examination of the roof and supporting structure, and did not include preparing bid documents. The members agreed to recommend to the Select Board that the roof should be repaired or replaced, including replacement of gutters and repair to sections of the masonry, as necessary, but to not accept the Gale Associates' proposal for evaluation of the building. Further, they would recommend an RFP process to choose an architect or engineer to prepare a specification and bid documents, with the decision of finding funding or going to Town Meeting left to the Select Board. The members agreed that they hope Gale will respond to RFP; Mr. Sciple indicated he will express the same to Gale. Ms. Russo volunteered to draft a recommendation and requested all members e-mail only her with proposed revisions. Mr. Carbonell moved to make the recommendation to the Select Board, as discussed; Mr. Dufresne seconded. All were in favor.

PREPARATION FOR INTERVIEWS OF HILDRETH HOUSE PHASE II RFQ APPLICANTS

Ms. Sobalvarro provided the PBC members with copies of the evaluation criteria based on the RFQ and weights, and requested they fill out the forms throughout the interviews. The PBC members discussed what questions they would like to ask the candidates, and the timing for presentations v. questions.

INTERVIEWS OF HILDRETH HOUSE PHASE 2 RFQ APPLICANTS

Representatives for LLB Architects, PionArch LLC, Abacus Architects & Planning, and DiGiorgio Associates, LLC, were interviewed separately by the PBC members, Mr. Sciple, and Mr. Olivera.

After the interviews, Ms. Russo indicated that she would collect the evaluation sheets and submit them to Ms. Sobalvarro. She will also speak to Ms. Sobalvarro about the next step in awarding the project.

CONSIDER ITEMS FOR FUTURE AGENDAS

This discussion was tabled.

ADJOURNMENT

The meeting adjourned 12:09 p.m.

Respectfully submitted,

Alison Flynn, Clerk

Documents Referenced:

- ***Agenda***
- ***Draft Minutes of 3/6/19***
- ***Hildreth Phase 2 RFQ***
- ***Hildreth Phase 2 Evaluation Sheets***
- ***Gale Associates Old Library Assessment***
- ***Presentation Materials provided by LLB***
- ***Presentation Materials provided by DAI***
- ***Presentation Materials provided by Abacus***