

Fire Station Building Committee

TOWN CLERK

4/24/2014

2014 MAY 8 PM 1:30

Committee Members Present: George Callahan, Jon Delli Priscoli, William Harriman, Michael Milanoski, Robert Middendorf, Dave Siedentopf, Craig Weston

CARVER MA

Members Absent: None

Invited Guests: John MacMillan – Reinhardt Associates

Meeting called to order at 8:15 am by Bill Harriman. Meeting held in the Selectmen's Meeting Room

Topic 1: Meeting minutes from 4/10/14 were reviewed and approved by a vote of 7-0

Topic 2: Bill Harriman proposed that members of the Committee start conducting Fire Station Facility tours to other community's beginning in the next week. The Committee decided that the tours will be open to all Committee members, with Bill Harriman notifying members by email on which days the tours will take place and for those that could make it, would indicate their availability. The Committee will create a standard facility tour form that can be used to evaluate the toured facility, making reports back to the Fire Station Building Committee more accurately and easily.

Topic 3: Bill Harriman presented a projected timeline for putting the Fire Station Facility out to bid to final completion. The timeline was refined by the Reinhardt Associations slightly, to give the Committee accurate benchmarks that need to be made to achieve a build start date of March of 2015. The Committee felt the timeline developed was reasonable.

Topic 4: John MacMillan, representing the Reinhardt Associates, conducted a detailed presentation on the past work that was completed by Reinhardt Associates on all work done to date on the Fire Station project. Mr. MacMillan discussed the Fire Station plot plan, conceptual front and side views, floor plans, and space analysis that have been incorporated in the conceptual design. Committee members had numerous questions as the presentation went on from roof styles, modular construction, water runoff, parking, Firefighter access, etc. Next, Mr. MacMillan discussed and handed out a refined detailed project timeline.

Topic 5: Mr. MacMillan gave insight into the state bid process and benchmarks that need to be accomplished by certain dates. Committee members had an opportunity to ask numerous questions on this process. Next, Mr. MacMillan presented an updated budget based on a new timeline in moving the project bid date out from the late summer of 2015 to the winter of 2015. The estimated budget for the project increased from \$8.75 million to approximately 9 million. A very detailed explanation was given on each line item of the estimated budget.

Topic 6: A draft Owners Project Managers (OPM) request for proposals was brought forth by Bill Harriman to the Committee. It was decided that Committee members would have until May 5th to provide feedback to Bill on any alternative language to be corrected or inserted in the draft RFP. The Committee would review that new language at the May 8th meeting, with the intent to post an official RFP in the proceeding weeks.

Meeting adjourned at 11:25 am

Next meeting is scheduled for Thursday, May 8th @ 8:00 am at the South Carver Fire Station 3

Submitted by Chief Craig Weston – Acting Committee Secretary