

Present

SLBC: Mary Anne Antonellis, Stephen Dallmus, Brad Foster, Dale Houle, Penny Jaques, Molly Moss, Elaine Puleo
Absent: Jeff Quackenbush

Lauren Stara (MLBC), Neil Joyce (OPM), Roger Hoyt (OPM), Becky Torres (Town Administrator)

Puleo opened the Executive Session at 7:02 p.m.

Review minutes from previous meeting Foster moved to approve minutes from the January 17 Executive Session as amended with minor corrections. Puleo seconded.

Roll call vote: Antonellis-aye, Dallmus-aye, Foster-aye, Houle-aye, Jaques-aye, Moss-aye, Puleo-aye.

Discussion of Oudens Ello (OEA) revised fee

Joyce provided a summary of changes since our January 17 meeting: OEA fee reduced by an additional \$20K (\$465K-original fee, \$395K-fee discussed at Jan.17 meeting, \$375K-today, 'best offer'). Supplemental services (roughly \$103,000) included energy model, daylighting, AV, security, signage costs – to be determined.

Antonellis suggested that we don't need to include FF&E selection and procurement, noting that shelving, millwork, circulation area are included in the design. Moss has experience working with these vendors and is willing to take this on.

Joyce noted some of the listed supplemental services are desired. If we want those, they should be included in price.

Houle commented that he is discouraged by latest offer.

Foster wants to understand proposal percentage, noting our percentage is at high end.

Torres presented a spreadsheet comparing a break-down of costs for other recent new libraries so we could compare our numbers with theirs.

Stara also presented a spreadsheet to make sure we are comparing apples to apples. Her form compares several OEA libraries. The designer fee is a % of total cost, not % of construction cost.

Foster: the designer percentage for 4% of the OEA's libraries was 7-8% while for 3 other libraries it was 11-13%, a wide range. Several noted that when the total project cost is higher, the designer percentage is lower. As our library is much smaller than those listed, our design fee will be a higher percentage of total cost.

Antonellis: We are seeing an economy of scale: While our library is huge for our town, it is a really tiny project. This will recur throughout the project.

Puleo asked if OPM and Design fees are higher because of small project, will other categories also be higher because of small size of our project?

Joyce: there is some truth to economy of scale because our job is so small. This may come in when negotiating change orders. Or, this may be seen in a minimum # hours for trade work, as we may be charged at full 8 hrs. because of remoteness of our location.

Joyce asked if we can we afford \$900,000 for design costs? There will likely be inflation for construction costs, plus solar array is not included. Where would supplemental funds come from?

Foster: When comparing Stara's spreadsheet, the OEA % in ballpark. OEA has higher price than Johnson. Torres doesn't feel design fee is out of line.

Puleo to Moss: How are you feeling about this? Moss: Wish everything didn't cost as much - Wish we could get two estimates at the same time, we've lost a month and a half.

Dallmus: Puleo previously commented that "we waited a long time for this and really want a building we are excited about". OEA's design might be more expensive to build, and OEA believes estimated cost of construction will be higher.

Joyce: Every project has hidden costs. Concerned in this project that we are going to cut it too close. We are now 6 months beyond the original cost estimate and it will be six months before we go out to bid.

Foster: The issue of 6 months of cost escalation is true of anyone we would hire. We would pay more with OEA to design, cost more to build, cost less to operate.

Stara: From her spreadsheet, the Estimated Construction Cost VS Actual Construction Cost was HIGHER; Estimated Total Project Cost VS Actual Total Project Cost was LESS HIGH.

Antonellis: Reminded the group that MBLC is paying 75% of eligible costs.

Moss asked about grant cap. Stara replied that up to \$6 million is currently appropriated by 75% of the actual eligible costs has been approved. If it exceeds \$6 million, she will go back to Commissioners to request further reimbursement. Stara also noted that she is concerned than every decision by this committee is taking longer than most projects.

Dallmus: What if we need more money than the Town has approved? Torres replied that the Town would first look to Antonellis and the Friends to fundraise more. If we have to go back to Town Meeting for part of this, we would. Torres said Antonellis will continue to work with state legislators to help fund the project through infrastructure money.

Torres: We have fought back with OEA. Quackenbush has pointed out that OEA put together a top-notch team. When you look at whole project, we should be OK.

Houle commented that we live and die by the numbers.

Foster moved to accept the current OEA bid, including supplement services for solar design. Joyce: If you are buying solar, you are also buying energy model. Stara added that to qualify for MassSave incentives you must do energy modeling.

The motion was revised to include the current OEA bid, plus supplemental services costs for solar design, energy modeling and daylighting analysis. Dallmus seconded the motion.

TOTAL DESIGN COST: \$836,913 (13.11%)

Roll call vote: Antonellis-aye, Dallmus-aye, Foster-aye, Houle-aye, Jaques-aye, Moss-aye, Puleo-aye.

Foster requested Joyce to ask OEA to revise page 1 and add the 3 optional services to contract.

Puleo moved to return to open session. Antonellis seconded.

Roll call vote: Antonellis-aye, Dallmus-aye, Foster-aye, Houle-aye, Jaques-aye, Moss-aye, Puleo-aye.

Executive Session ended at 8:05 p.m.