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Newton Lincoln Eliot School - NECP Project

**Design Review Committee (DRC) – NECP at 687 Watertown Street
April 6, 2020, 7:30pm held via Zoom audio and video conferencing**

Attendees: Peter Barrer*, Ellen Light*, David Gillespie*, Robert Hnasko*, Jonathan Kantar*, Amy MacKrell*, Marc Resnick*, Carol Schein*, Steven Siegel*, Thomas Enselek*, and Maria Leo

* - Denotes Voting Member

Professional Team: Larry Spang, Katie Ferrier - Arrowstreet (AST)
David Pereira, Matthew DiSalvo - Garcia, Galouska Desouse (GGD)
Mary Mahoney - Hill International, Inc. (Hill)

Guests: Alejandro Valcarce, Paul Ferolito, Art Cabral - Newton Public Buildings
Liam Hurley, Stephanie Gilman, Kathleen Browning - Newton Public Schools

Action Items are denoted in bold/italic font.

Meeting opened at 7:41pm with introduction of attendees.

Meeting Agenda Item 2 – NECP Construction Documents and Approval to Bid taken at 7:30pm

Items Discussed:

1. A. Valcarce provided an introduction to NECP design progress reporting that on February 28, 2020, Arrowstreet issued 60% Construction Documents (60% CD) for review and independent cost estimate. On March 16, 2020 the 60% CD estimate was reconciled to project scope and budget. On April 3, 2020, the City provided direction on the HVAC system equipment and controls for inclusion in the 100% Construction Document (100% CD) documentation. Since issue of the 60% CD, Arrowstreet has continued to advance documents and incorporate 60% CD review comments received from the City and Design Review Committee (DRC).
2. AST reported on NECP at 687 Watertown progress and milestones:
 - a. Since 60% CD documents were issued, design was further advanced to meet the project schedule that includes 100% CD to be issued to the Public Buildings Department on April 10, 2020 and Invitation to Bid issue on April 16, 2020.
 - b. Site Plan Update was presented.
 - c. In January 2020, the City completed soil remediation work at the 687 Watertown Street site.
 - d. Newton's Parks and Recreation Commission held a hearing to consider placement of the NECP outdoor play area in Albemarle Park. The Commission unanimously approved the use and proposed plan for the NECP outdoor play area in Albemarle Park.



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- e. Newton's Conservation Commission held a hearing in March to consider MA DEP Storm Water Drainage Permit and Riverfront Protection Permit for NECP at 687 Watertown Street. The Commission unanimously approved both permits.
 - f. The City commissioned a Qualitative Air Leakage Test at 687 Watertown Street with a report on observations and recommendations forwarded on February 18, 2020. The NECP Project Team reviewed the report recommendations with Public Buildings and will incorporate certain scope into the NECP Project including: sealing all de-commissioned unit ventilators openings in the building overhang soffit, replace existing exhaust fan curbs during new roof installation, and eliminate existing exhaust shafts not being re-used. Air sealing at the perimeter walls and roof will be performed under a separate contract by the City of Newton.
 - g. AST presented wall sections and details and review design advancement.
 - h. GGD reviewed HVAC system design and building management system and temperature controls including:
 - i. The new system will include (4) constant volume roof top units (RTU) with adjustable discharge set point and reset based on outdoor air temperature to provide 100% of the outside air for heat and cooling the building.
 - ii. Variable Refrigerant Flow (VRF) units will be provided with roof mounted condensers and classroom/space evaporators. Locally controlled electric fin tube and radiant heat panels will supplement VRFs during below average heating days.
 - iii. VRF to include system based control with scheduling and space set point capabilities.
 - iv. VRF system shall control the associated supplemental electric heat by relay with an adjustable temperature set point and time delay.
 - v. Constant volume ventilation system as requested by Newton Public Schools based on NECP program needs and population. All variable air volume (VAV) units were eliminated.
 - vi. Building Management System (BMS) shall monitor/control only the RTUs and exhaust fans.
 - vii. Air curtains and isolated terminal heaters shall be stand alone control.
3. Cost Estimate:
- a. Construction Budget = \$10,465,631
 - b. 60% CD estimate = \$ 9,824,764*
*does not include impact of COVID 19 to bid environment
 - c. IT structured cabling and equipment is not in the 60%CD estimate as work is to be performed by Newton Public School with support funding from the project.
4. NECP Project Plan and Timeline was reviewed including design phase completion and issuing of bid documents April 2020, general contractor bid May 2020, start of construction June 2020, and move in August 2021.
5. NECP Bid Schedule was reviewed including:
- a. 100% CD issued April 10, 2020
 - b. Documents made available to bidders April 16, 2020
 - c. Filed Sub-Bid opening May 7, 2020



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- d. General Bid opening May 21, 2020
- e. Pre-bid walk through to be provided by appointment with Public Buildings Department

Discussion ensued including:

- *Concern that the 60% CD documentation lacked detail on HVAC system and controls when the scope is the largest by trade for the project. – GGD reviewed HVAC system design advancement and adjustments being incorporated as a result of recent direction given by the Public Buildings Department and Newton Public Schools.*
- *Request intent and scope for project HVAC and building commissioning. - J. Morse reported the project budget will include \$10,000 for commissioning oversight assistance during shop drawing approval for air sealing, roof and HVAC equipment and manufacturer and installer HVAC system and controls functional commissioning.*
- *Request to use blower door qualitative air leakage test equipment/procedures during envelope sealing work to ensure proper and successful building seal.*
- *Question why technology cabling and equipment is not in the general contractor bid document? – Hill reported on Technology meetings held during the past month and the City's desire to work with vendors who regularly performed work at the Newton Public Schools and who can help in development of scope options for the project to ensure best value. IT and CCTV documentation be shared with DRC as the scope is developed/confirmed.*
- *DRC requested access to the 100%CD documentation for review and comment – Documents to be posted on April 10, 2020 and access information distributed to DRC members. Request review comments on or before April 13, 2020 to maintain bid schedule.*
- *Discuss how DRC 100%CD review comments will be incorporated in the bid document. – Comments will be incorporated by issue of Bid Addendum.*
- *Scope does not include a standby or emergency generator, so documents should include system drains in case there is a loss of power during cold weather. - Public Buildings Department to investigate future addition of temporary generator connection points.*
- *PV array on the roof was discussed. – AST reported on the lack of structure to bear the PV array load directly on the roof and the added structure that would be required to add roof top or roof canopy PV array. Additionally the new roof top equipment will take up most of the available roof area. HVAC RTUs will be supported with dunnage connected to the existing steel columns on the third floor.*
- *Discuss the bid market and possible impact due to COVID 19 manpower and material shortages. – Public Building Department recommended adding language to the bid documents requiring bidders to hold bids for 90 days.*

Section 5-54 DRC Building Program and Bid Certification for NECP at 687 Watertown Street.

VOTE: On a motion by Steven Siegel, seconded by David Gillespie, the members of the Design Review Committee by roll-call vote voted unanimously to certify to the Commissioner of Public Buildings that, to the best of the Committee's belief and understanding, the documents produced by Arrowstreet, Inc. substantially meet the program of the Newton Early Childhood program, and recommends that the



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documents be prepared and bid in accordance with requirements of Chapter 149 with the following conditions:

1. The DRC will receive the proposed bid documents on April 10, 2020, for review and comment to the PBD. Prior to their release, the Public Buildings Department shall confirm to the DRC that the final documents are acceptable for bidding.
2. During the bid phase DRC comments shall be addressed by addenda as appropriate prior to acceptance of filed-sub bids.
3. Although the VRF manufacturer will provide commissioning for that system, the overall HVAC system shall be reviewed by a commissioning agent. Building envelope systems shall also be reviewed by a commissioning agent.
4. Final scope and submittals for envelope air sealing shall be reviewed by the DRC. It is recommended that the blower-door-directed air sealing method be used.

Meeting adjourned at 8:52pm.

To the best of my knowledge, these notes are a fair representation of the items discussed at the meeting. Additional items or corrections should be brought to the attention of the writer. Submitted by: Mary Mahoney 4/14/20