

Committee Members
Timothy Harris, Chair
John Foresto, Vice-Chair
Michael Callahan, Member
Michael J Schrader, Member
Ted Kenney, Member



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TOWN OF MEDWAY COMMONWEALTH OF MASSACHUSETTS

WATER FACILITY BUILDING COMMITTEE

APPROVED 7/8/21

June 24, 2021

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, and the Governor's March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, no in-person attendance of members of the public will be permitted at this meeting. Committee members will be participating remotely. For public hearings, access via Zoom is provided for the required opportunity for public participation. Information for participating via Zoom is posted at the end of this Agenda.

In attendance via Zoom:

Tim Harris, Medway Resident & Chair
John Foresto, Selectmen & Vice-Chair
Ted Kenney, Medway Resident & Member
David D'Amico, DPW Director
Pete Pelletier, DPW Deputy Director
Barry Smith, Water/Sewer Superintendent
Helen Gordon, Environmental Partners
Chris Grillo, Environmental Partners
Rob Williamson, Wright-Pierce
Jim Cray, Wright-Pierce
Jill Karakeian, DPW Program Administrator and Recording Secretary

Chair Harris called the meeting to order @ 7:03pm roll call and asked all attending members to state their name and position.

Approval of Past Meeting Minutes

Vice-Chair Foresto makes a motion to approve the meeting minutes with noted changes from 6/10/21 meeting, Member Kenney seconds. The motion carries unanimously. A roll call vote was taken due to the nature of the Zoom meeting.

Project Update

Helen Gordon shares her screen and goes over the Monthly Report and added a summary of the budget and a more detailed schedule with additional attachments and all Monthly Reports moving forward will contain these items.

Chair Harris asked about merging the schedules of both Environmental Partners and Wright-Pierce. Would like to see a column for Change Orders and Adjusted Contracted Amount. Suggested a forecasted column as well. Would also like to see any pending items so we are all aware of what's coming up.

Helen Gordon will add those columns as suggested. On the cash flow, she will show it as a bar chart and as well as an estimate on what we are billing against. Talks about where we are with the design development.

Rob Williamson talks about the Design on the presented schedule. The Design phase outlines the preliminary and final design. We started back in early April with the basic Design Report. That was a 3-month period taking us to the middle of next week when the final draft will be submitted. Environmental Partners and the Water Department should get a final draft early next week. Looking to get comments as soon as possible so we can fold them in prior to submitting the final preliminary design. We will then touch base with Mass DEP, engage them early and submit a copy of the Final BDR to them, introduce it to them so they understand what they will be seeing overtime and how it addresses their approval moving forward. Just after the review early next week, we will be producing a cost estimate in a couple weeks. Once the BDR is approved, we then start designing the elements that are outlined in the BDR. During the 50% phase the structural and architectural and site come together. The items that won't be complete is the HVAC & Electrical and instrumentation. Those will need more work. 50% documents will be produced by the end of October early November and we will produce another cost estimate. We will then make the decision if we will value engineer things. That's also when we will engage the Town Departments. We have already spoke to a few of them. By Thanksgiving, we should be on our way to the final design producing the 90% documents. Once the 50% design is complete we keep going, it is a milestone to make sure that the committee is aware that things are developing the way you perceive them to be from the BDR and how progress is coming. Once we are at 50% there really shouldn't be any more significant changes. All through the months of later November, December, January and early February, we will be producing the 90% documents. By the end of January, February and early March, we will be wrapping things up. Before the end of the year, we will start talking about prequalifying bidders.

Jim Cray explains that we need to have our costs at a comfortable estimate that we are confident in because we have to set that to identify the file sub-bids that we are prequalifying to and have the dollar value because they have to submit their bonding limits. We will have to submit the plans and specifications checklist to SRF to get on their timeline.

Director D'Amico questioned when the Select Board could get involved before it gets too far down the track and we will also want to have a public meeting as well.

Vice-Chair Foresto says the meeting with the public meeting with the Select Board should be prior to the Fall Town Meeting, preferably a couple weeks prior to the Town Meeting.

Rob Williamson goes over the outline of the Basis Design Report is. It is in memo form and discuss all the different design elements of the project and it will include decisions that were made. It will go process, the treatment process, each chemical feed system, the types of pumps and piping, their capacities and design aspects, the pumping systems and as much detail that's been generated. There will be architectural finishes that are intended, structural components, all the codes that are being designed against. All HVAC and those components included in each of the rooms, the various building systems.

The electrical and how the grid and network of the building works. The instrumentation systems and all permitting that's required to make the project work. There will be a lot of tables that outline design criteria. The report is very detailed and there will be a number of drawings included as well.

Chair Harris feels that getting the documents out in advance is very helpful for all of the team.

Chris Grillo updated the team on the Charles River Pollution Control District and the permit and after speaking with Liz Tagliafari to clarify the proposed design and sending the residual backwash to the sanitary system. It sounds promising that they will be approving the permit but they need a little more information and how the plant will operate and how much flow will be sent there. The main concern is the TSS loading. The backwash pump station that Wright-Pierce is designing is going to be able to control flow and allow once or twice a month to pump into the system. I expect to have an answer soon and hoping to have a more definite answer by the next meeting.

Chair Harris asked about the GeoTech report and if it's been received.

Rob Williamson explains that the report itself hasn't been received but they did communicate that there was nothing unusual and everything looked good.

Chair Harris asked about the EJCDC and what the status was.

Deputy Director Pelletier said that the EJCDC is still with legal and he will check with the Town Manager's office on the status.

Chair Harris thanked Director D'Amico on the historical summary outlining the history of this project he put together.

Helen Gordon explains that a review will be made prior to the next meeting and we will be able to highlight any of the big items that we think need some conversation and decision. From this point forward, I'm recommending that we have a spreadsheet that is a discussion spreadsheet, it brings up all the various topics and all the discussions made associated with the topics. As we get deeper into the design, we indicate whether it's a spec page number that we have a comment on or a plan we have a question on. It's easier to keep track of everything with this process.

The next meeting is scheduled for July 8, 2021 @ 7:00pm.

Member Kenney makes a motion to adjourn at 7:50pm Member Callahan seconds. The motion carries unanimously. A roll call vote was taken due to the nature of the remote Zoom meeting.