

Town of Seekonk  
South End Fire Station  
Building Committee

Committee Members Attendance:

James Tusino (Chairman)       Michael Bourque (Vice Chairman)       Nicholas Rondeau (Clerk)  
 Oscar Elmasian (Member)       David Sullivan (Member)

Regular Attendees:

Shawn Cadime – Town Administrator |  Carol Ann Days – Assistant Town Administrator/HR Director  
 Dan Tavares – CGA (Principal) |  MaryBeth Carney – CGA (Project Manager)  
 Ted Galante – TGAS |  Paolo Carissimi – TGAS |  Simona Bartali -TGAS

Other Attendees:

| Chief Lowery (Seekonk FD) | |

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Meeting Date: 10/20/2022    Time: 7:15 PM

Zoom Meeting

Motion made by Mr. Elmasian, seconded by Mr. Bourque; to call the meeting to order at 7:15pm.

All in favor All members present vote yes, Mr. Rondeau, Mr. Elmasian, Mr. Bourque, Mr. Tusino, Mr. Sullivan (at work didn't vote – Abstain).

*"Per Governor Baker's Order suspending certain provisions of the Open Meeting Law, G.L. c. 30A, sec. 20 the public will not be allowed to physically access this South End Fire Station Building Committee meeting. However, public comments and questions may be submitted to the Board in advance of the meeting by sending an email to SeekonkSEFSBC@gmail.com prior to or during the meeting. "*

This Committee Meeting is being audio and visually recorded using the Town's Zoom account.

Please notify the Chairman at this time, if anyone watching this meeting is also audio and/or visually recording the meeting.

Agenda:

1.) Consider the Approval of Bills and Invoices.

- a. Invoice SFS 008 \$5,000.00 was actually seen at the last meeting in person in the Planning board meeting. Motion to approve: Made by Mr. Elmasian, Seconded by Mr. Bourque, All in Favor roll call vote: Mr. Bourque, Mr. Elmasian, Mr. Rondeau, Mr. Sullivan, Mr. Tusino.

Town of Seekonk  
South End Fire Station  
Building Committee

- b. Motion made to approve TGAS Invoice 2208-04 \$43,796.70 50% of Design Development phase.  
Motion made by: Mr. Rondeau, Seconded by: Mr. Elmasian, All in favor roll call vote, Mr. Elmasian, Mr. Sullivan, Mr. Tusino, Mr. Bourque.
- 2.) Community Speaks: Any one present or any questions submitted by email.
  - a. No one present. And no emails received.
- 3.) General Announcements or procedural matters.
  - a. Nothing at this time.
- 4.) Updates and/or announcements from CGA (OPM).
  - a. Updates: OPM Progress report.
    - i. Abatement and Demolition of existing Buildings: Still being worked on and continue to coordinate with DPW to arrange for a local contractor to rebuild the stairs. Goal to have the work completed and the abatement/demolition of the building this fall.
    - ii. TGAS Contract Amendment #01: Geotechnical Services in the amount of \$13,790. See attached addendum I (CGA Report) for additional.
    - iii. Under CGAs report and update “Updates, Discussions, and Action Items”.
      - 1. Motion to approve the TGAS Contract Amendment #01, Geotechnical Services in the amount of \$13,790. Motion made by Mr. Elmasian, seconded by Mr. Sullivan, All in favor Roll call vote: Mr. Rondeau, Mr. Sullivan, Mr. Elmasian, Mr. Tusino, Mr. Bourque.
      - iv. Mrs. Carney: Referenced a Spreadsheet Analysis of Building Commissioning Firms.
        - 1. Refer to Spreadsheet and Report.
        - 2. Motion to recommend Innovative Engineering Services (IES) \$27,700.00 to Mr. Cadime. Recommended through CGA. Motion made by Mr. Sullivan, Seconded by Mr. Elmasian. All in favor, roll call vote; Mr. Bourque, Mr. Tavares, Mr. Sullivan, Mr. Rondeau, Mr. Tusino.
        - v. Design Development Status: (see CGA report)
        - vi. Project Schedule (see CGA report and schedule)
          - 1. On October 31<sup>st</sup> will receive “100% Design Development Package to Cost Estimator and Owner”.
          - 2. Next meeting will be on November 3<sup>rd</sup> with In-Person meeting Building Committee Meeting: Int./Ext. Finishes.
      - vii. —
    - b. —
  - 5.) Updates and/or announcements from Architecture Firm.
    - a. None at this meeting.
  - 6.) Approval of minutes for the following meetings:
    - a. None at this time.
  - 7.) Discuss the next steps, and the next meeting date.
    - a. —

Town of Seekonk  
South End Fire Station  
Building Committee

8.) Next meeting will be:

- a. See below.

Next meeting: Date: November 3<sup>rd</sup> 2022 In Person at the Town Hall Selectmen Meeting Room.

Motion to adjourn made by: Mr. Elmasian, seconded by: Mr. Sullivan; at 8:02pm. All in favor roll call vote: Mr. Rondeau, Mr. Tusino, Mr. Bourque, Mr. Sullivan, Mr. Tusino.

Meeting ended at: 8:02pm



CGA Project Management, LLC

P.O. Box 3147

Fall River, MA 02722

## INVOICE

**Town of Seekonk**

100 Peck Street  
Seekonk, MA 02771

**Project:** Seekonk South End Fire Station

**Invoice #:** SFS-008

**Invoice Date:** 9/30/2022

**Original Contract Amount:** \$ -

**Amended Contract Amount:** \$ -

**Total Contract Amount:** \$ -

Description	Contract Amount	Previously Billed	Total Earned	% Complete	Current Billing
Designer Procurement	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	100%	\$ -
Preconstruction Phases	\$ 60,000.00	\$ 20,000.00	\$ 25,000.00	42%	\$ 5,000.00
Abatement/Demolition	\$ 2,000.00	\$ -	\$ -	0%	\$ -
Construction Phase	\$ 168,000.00	\$ -	\$ -	0%	\$ -
Project Closeout	\$ 6,000.00	\$ -	\$ -	0%	\$ -
<b>Summary</b>	<b>\$ 240,000.00</b>	<b>\$ 24,000.00</b>	<b>\$ 29,000.00</b>	<b>12%</b>	<b>\$ 5,000.00</b>

**TOTAL DUE: \$ 5,000.00**

**Please remit payment to:**

CGA Project Management, LLC  
P.O. Box 3147  
Fall River, MA 02722

*Payment Terms: Thirty (30) days*

**Invoice 2208-05**

**31-Oct-22**

**TGAS No. 2208.00**

**Seekonk Fire Department New Building Design**

Client: **Shawn Cadime**  
Town Administrator  
100 Peck Street  
Seekonk MA 02771  
[scadime@seekonk-ma.gov](mailto:scadime@seekonk-ma.gov)

Location: Seekonk New Building  
School Street  
Seekonk, MA 02771

Architect: **The Galante Architecture Studio, Inc.**  
146 Mount Auburn Street  
Cambridge, MA 02138  
617.576.2500

For Architectural Services

Architectural Design Services:	Contract	Percent Completed	Prior Invoiced	Current Invoice	Completed to date
Schematic Design	\$65,695.05	100.00%	\$ 65,695.05	-	\$ 65,695.05
Design Development	\$87,593.40	100.00%	\$ 43,796.70	\$ 43,796.70	\$ 87,593.40
Construction Documents	\$131,390.10	0.00%	\$ -	\$ -	\$ -
Bidding and Negotiation	\$21,898.35	0.00%	\$ -	\$ -	\$ -
Construction Administration	\$109,491.75	0.00%	\$ -	\$ -	\$ -
Project Close Out	\$21,898.35	0.00%	\$ -	\$ -	\$ -
<b>Subtotal for Basic Ser</b>	<b>\$ 437,967.00</b>		<b>\$ 109,491.75</b>	<b>\$ 43,796.70</b>	<b>\$ 153,288.45</b>

Reimbursable Expenses this period

Description	Total
Mileage / Transportation / Parking	
subtotal	0.00
x	1.1
<b>Subtotal for reimbursable expenses</b>	<b>\$0.00</b>

<b>TOTAL THIS INVOICE</b>	<b>\$43,796.70</b>
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<b>Amount Past Due</b>	<b>\$ 43,796.70</b>
<b>Total Now Due</b>	<b>\$87,593.40</b>

Invoice is payable upon receipt. Thank you!



# OPM Progress Report

## Seekonk South End Fire Station Building Committee

10.20.2022

### ➤ UPDATES, DISCUSSIONS, and ACTION ITEMS:

- Abatement and Demolition of Existing Building: S. Cadime continues to coordinate with DPW to arrange for a local contractor to rebuild the stairs. Goal is to have this work completed and the abatement/demolition of the building this fall.
- TGAS Contract Amendment #01: TGAS issued a Contract Amendment for Geotechnical Services in the amount of \$13,790. This fee includes the Geotechnical Engineer (test borings, geotechnical report, bid phase review, and Construction Administration services), as well as Architect fees to update the project specifications, coordinate Geotech and Structural Engineers, reviewing the reports, testing and submittals prior to distribution). CGA recommends approval of TGAS Contract Amendment #01 in the amount of \$13,790. **ACTION ITEM**
- Building Commissioning: CGA received the following proposals for Building Commissioning (Cx) services.

▪ Innovative Engineering Services (IES)	\$27,700
▪ vanZelm	\$29,580
▪ BVH a Salas O'Brien Company	\$34,400
▪ FST-HEA Horizon Engineering	\$68,417
▪ Sustainable Engineering Solutions (SES)	\$84,000
▪ Stephen Turner	\$89,600
▪ Fitzemeyer & Tocci	\$95,850

Proposals were reviewed to confirm RFP understanding and that each firm had the appropriate experience and had capacity for this project. All seven firms were found to meet the expected qualifications. CGA recommends moving forward with the lowest responsible and qualified vendor bidder, Innovative Engineering Services for \$27,700. Approval is contingent on a meeting with the proposed team. **ACTION ITEM**

- School Street Status: TGAS requested clarification on whether School Street is designated as "Public" or is under Mass DOT jurisdiction. S. Cadime, confirmed through David Cabral (DPW) that the street is a State road.
- Design Development Status:
  - The project team presented at the Town's Technical Review Committee Meeting on September 29<sup>th</sup>. Feedback was provided by the committee. Project Team toured the existing public safety facility following the meeting.
  - The Furniture, Fixture and Equipment meeting occurred with the Communications and Fire Department staff on September 29<sup>th</sup>. Departmental needs were discussed and noted for inclusion in the design documents.
  - CGA reviewed the 50% Construction Drawings and Specifications and provided comments to TGAS on 10/17/22. A meeting with TGAS to review these comments is scheduled on 10/28/22.



# OPM Progress Report

## ➤ PROJECT SCHEDULE (subject to change):

- 06/06/22 – 08/12/22: Schematic Design (Completed)
- **08/15/22 – 11/07/22: Design Development**
  - 09/01/22: Building Committee Meeting: Building Exterior Material (In-Person)
  - 09/15/22: Building Committee Meeting: Building Systems (Virtual)
  - 09/26/22: 50% Design Development Package for Review
  - 09/29/22: Technical Review Meeting with Town
  - 09/29/22: Building Committee Meeting: Furniture and Equipment (Virtual)
  - 09/30/22: Complete 50% Design Development Package for Review
  - 10/17/22: 50% Design Development Owner review comments due
  - **10/20/22: Building Committee Meeting**
  - **10/31/22: 100% Design Development Package to Cost Estimator and Owner**
  - **11/03/22: Building Committee Meeting: Int./Ext. Finishes (In-Person)**
  - **11/07/22: 100% DD Owner review comments due**
  - **11/14/22: Cost Estimates Received**
  - **11/17/22: BC Meeting: Approve Notice to Proceed to move into CD Phase**
- **11/17/22 – 03/10/23: Construction Documents**
  - 11/17/22: Commence Construction Document Phase
  - **12/15/22: Building Committee Meeting**
  - 12/19/22: 50% CD Package for Review
  - 01/02/23: 50% CD Owner review comments due
  - **01/19/23: Building Committee Meeting**
  - 02/06/23: 90% CD Package for Review and to Cost Estimator
  - 02/20/22: 90% CD Cost Estimates due—Meeting needed to review
  - **02/23/23: Building Committee Meeting**
  - 02/24/23: 90% CD Owner review comments due
  - 03/10/23: Complete 100% Construction Documents
- **03/09/23 – 04/26/23: Contractor Bidding**
  - 03/09/23: Submit Central Register and legal advertisement
  - 03/15/23: Construction Bid Documents Available
  - 03/16/23: Building Committee Meeting
  - 04/05/23: Filed Subcontractor Bids (FSB) Due
  - 04/13/23: Building Committee Meeting (Approve FSB Bids)
  - 04/26/23: General Contractor Bids Due
  - 04/27/23: Building Committee Meeting (Approve GC Bids)
- **05/08/23: TOWN MEETING**
- **06/10/23: BALLOT REFERENDUM VOTE (30 calendar days/Saturday?)**
- 06/12/23: Award General Contractor Bid (6/7/23: 30 days; 6/28/23: 45 days)
- 06/13/23: General Contractor's Notice to Proceed/Start Construction
- 07/31/24: Substantial Completion
- 09/30/24: Complete Closeout Activities/FF&E Installations/Training
- 10/01/24: Owner Move into Building



# OPM Progress Report

➤ **INVOICES (see attached invoice for reference):**

- TGAS Invoice #04: \$43,796.70 for completion of 50% Design Development. CGA recommends approval of this invoice. ***ACTION ITEM***
- CGA Invoice #08: \$5,000. ***ACTION ITEM***

➤ **PRECONSTRUCTION PROJECT BUDGET:**

Project Budget	Budget	Committed	Billed to Date	Balance
<i>OPM (SD-BID)</i>	\$ 66,000	\$ 66,000	\$ 29,000	\$ 37,000
<i>A&amp;E (SD-BID)</i>	\$ 306,577	\$ 306,577	\$ 109,492	\$ 197,085
<i>Other</i>				\$ -
<i>Other</i>				\$ -
<b>Budget Subtotal</b>	<b>\$ 372,577</b>	<b>\$ 372,577</b>	<b>\$ 138,492</b>	<b>\$ 234,085</b>

➤ **OTHER**

➤ **PROPOSED BUILDING COMMITTEE MEETING DATES (subject to change):**

- 11/03/22: Review Interior and Exterior Finishes (In-Person)

October 17, 2022

**Contract Amendment ONE**

Town of Seekonk  
100 Peck Street,  
Seekonk, MA 02771

**RE: Fire Station Number 2 Request for Services for Design Changes**

Dear Mr. Cadime:

We are submitting the attached fee proposals for Geotechnical Engineering services (not included in original contract) and related Architectural work. This submittal includes test bores, geotechnical report, bid phase review and CA services from Geotechnical Engineer. The Architectural fee includes additional specifications work, coordination between Geotechnical Engineer and Structural Engineer, review of received report, soil testing and submittals, prior distribution. If additional site visits will be necessary during the CA phase, they will be an additional cost.

Please review and approve, and we will move forward with this work.

<u>Geotechnical Engineering</u>	\$ 9,900.00
Subtotal	\$ 9,900.00
10% mgt fee	\$ 990.00
<u>Architectural</u>	\$ 2,900.00
Total	\$13,790.00

Please let us know how to proceed.

Best Regards,



Theodore (Ted) Galante AIA LEED AP

Owner Signature for Acceptance

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Shawn Cadime - Town Administrator

# Analysis of Building Commissioning Firms

## Seekonk South End Fire Station

Seekonk, MA

			van Zelm	BVH a Salas O'Brien company	FST-HEA	Fitzemeyer & Tocci	IES	Stephen Turner	SES	
#	SERVICES	Anticipated Remote Meetings	Anticipated Site Visits	Fee	Fee	Fee	Fee	Fee	Fee	
<b>PROJECT PHASE FEES</b>										
1	Design Development	1		\$ 4,350.00	\$ 4,600.00	\$ 3,697.00		\$ 5,500.00	\$ 8,000.00	\$ 12,000.00
2	Construction Documents	2								
3	Bidding Phase	1		\$ 870.00	\$ 300.00	\$ 308.00		\$ 600.00	\$ 1,500.00	\$ 1,000.00
4	Construction Phase	8	8	\$ 7,685.00	\$ 2,700.00	\$ 14,549.00		\$ 8,320.00	\$ 15,500.00	\$ 6,000.00
5	Acceptance Phase	6	6	\$ 7,830.00	\$ 8,400.00	\$ 15,414.00		\$ 6,240.00	\$ 17,500.00	\$ 46,000.00
6	Project Close Out	1		\$ 2,175.00	\$ 2,400.00	\$ 6,542.00		\$ 800.00	\$ 3,000.00	\$ 2,000.00
7	Post Commissioning	1	2	\$ 2,320.00	\$ 2,400.00	\$ 2,915.00	\$ 70,850.00	\$ 2,080.00	\$ 3,500.00	\$ 3,000.00
8	Building Envelope		4	\$ 4,350.00	\$ 13,600.00	\$ 24,992.00	\$ 25,000.00	\$ 4,160.00	\$ 40,600.00	\$ 14,000.00
9	<b>ESTIMATED COST FOR BUILDING COMISSIONING</b>		20	\$ 29,580.00	\$ 34,400.00	\$ 68,417.00	\$ 95,850.00	\$ 27,700.00	\$ 89,600.00	\$ 84,000.00
<b>TOWN INSURANCE REQUIREMENTS</b>										
10				not noted but Insurance Certificate was not requested in RFP	not noted but Insurance Certificate was not requested in RFP	not noted but Insurance Certificate was not requested in RFP	not noted but Insurance Certificate was not requested in RFP	not noted but Insurance Certificate was not requested in RFP	not noted but Insurance Certificate was not requested in RFP	\$5M umbrella liability would require adjustment of fee. They hold \$2M.
<b>PROPOSAL REQUIREMENTS</b>										
11	Staff Qualifications - Incl. resumes			X	X	X	X	x	X	X
12	Relevant Cx Experience and Qualifications			X Fire houses, Fire Schools/Academy, Public Safety complex	X FD and PDs	X some FD and PD - larger SF (smallest noted 35kSF). More colleges, Massport, Naval.	X FD and PDs BeCx projects much larger - all over 89.5k SF	X FD and PD. ALL work done in CT and NY	X FD and PDs	X No Fire, Only Police, but has dispatch
13	Sample Work Product - Matrixes, Design Dev. Review Report, Issue log, Training plan, Field Reports			X	X	X	X	X	X	X
14	Capacity - List current projects and backlog in region			15 current projects. 10 expecting to complete in 2022	16 current projects 4 expecting complete in 2022	11 current projects, 4 back log. Two anticipated completion 2022.	27 current projects - no end date indicated. 5 started in 2019	12 current projects. No end date noted	71 current projects	54 current projects CT, NY, NY, RI, NH, ME

# Analysis of Building Commissioning Firms

## Seekonk South End Fire Station

Seekonk, MA

			van Zelm	BVH a Salas O'Brien company	FST-HEA	Fitzemeyer & Tocci	IES	Stephen Turner	SES	
15	References - Include 3 references from clients of projects similar scope and size			Connected with 2 references who have used them several times, their fees are typically in line with what they expected them to be. They are very good and would use them again.	Connected with 3 references. Both recommended them highly. From Cx during construction to 10 month walk through, they were on top of everything. Good paperwork and communication. One college retained them for all net zero buildings. Very responsive.	Connected with 2 references. 1 stated they are very good staff, 3rd set of eyes do what they need to do. Have both engineers and Cx within firm. 1 reference was only able to tell me they were on state contract and he did not know of any issue. Emailed and left messages for 1 other reference.	Contacted 3 references. Two were surprised they were still doing Cx work. They had no issue with performance. Would only do work that was outlined in proposal. One said that firm was better when N. Fanning joined the staff.	Connected with 2 references, both have used them multiple times for their district. Knowledgeable, depth to bench, great paperwork, pushed designers as well to get what their intent was. Highly recommend.	Connected with 2 references. 1 Highly recommend. Works in City of Cambridge and has done 7-8 projects with them in last 10 years. Even uses them for 2-3 year out Cx - pays for themselves with all the energy savings the City is now getting. 2nd said would recommend. They work well with customer and were good.	Connected with 2 references who indicated their work was acceptable timely and had good relationships. One even stated other clients have requested they carry SES as their Cx in proposals for projects.
16	Company Started Commissioning			2002	1990	over 25 years	company established 1961	2000	2009	28 years Cx plan review
17	Works in Massachusetts			YES	YES	YES	YES	YES	YES	YES
	<b>CERTIFICATIONS</b>									
18	NON-COLLUSION			YES	YES	YES	YES	YES	YES	YES
19	TAX AFFIDAVIT			YES	YES	YES	YES	YES	YES	YES
20	CERTIFICATE OF VOTE			YES	YES	YES	YES	YES	YES	NO

Invoice 2208-04

1-Sep-22

TGAS No.

2208.00

**Seekonk Fire Department New Building Design**

Client:

**Shawn Codime**

Town Administrator

100 Peck Street

Seekonk MA 02771

[scadime@seekonk-ma.gov](mailto:scadime@seekonk-ma.gov)

Location:

Seekonk New Building

Project Site location

Seekonk, MA 02771

Architect:

**The Galante Architecture Studio, Inc.**

146 Mount Auburn Street

Cambridge, MA 02138

617.576.2500

For Architectural Services

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Architectural Design Services:	Contract	Percent Completed	Prior Invoiced	Current Invoice	Completed to date
Schematic Design	\$65,695.05	100.00%	\$ 65,695.05	\$ -	\$ 65,695.05
Design Development	\$87,593.40	50.00%	\$ -	\$ 43,796.70	\$ 43,796.70
Construction Documents	\$131,390.10	0.00%	\$ -	\$ -	\$ -
Bidding and Negotiation	\$21,898.35	0.00%	\$ -	\$ -	\$ -
Construction Administration	\$109,491.75	0.00%	\$ -	\$ -	\$ -
Project Close Out	\$21,898.35	0.00%	\$ -	\$ -	\$ -
<b>Subtotal for Basic Ser</b>	<b>\$ 437,967.00</b>		<b>\$ 65,695.05</b>	<b>\$ 43,796.70</b>	<b>\$ 109,491.75</b>

Reimbursable Expenses this period

Description	Total
Mileage / Transportation / Parking	
subtotal	0.00
	x
<b>Subtotal for reimbursable expenses</b>	<b>\$0.00</b>

<b>TOTAL THIS INVOICE</b>	<b>\$43,796.70</b>
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<b>Past Due Invoice</b>	<b>2208-002</b>	<b>\$32,847.53</b>
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<b>Total Due</b>	<b>\$76,644.23</b>
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CGA Project Management, LLC

P.O. Box 3147

Fall River, MA 02722

## INVOICE

**Town of Seekonk**

100 Peck Street  
Seekonk, MA 02771

**Project:** Seekonk South End Fire Station

**Invoice #:** SFS-008

**Invoice Date:** 9/30/2022

**Original Contract Amount:** \$ -

**Amended Contract Amount:** \$ -

**Total Contract Amount:** \$ -

Description	Contract Amount	Previously Billed	Total Earned	% Complete	Current Billing
Designer Procurement	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	100%	\$ -
Preconstruction Phases	\$ 60,000.00	\$ 20,000.00	\$ 25,000.00	42%	\$ 5,000.00
Abatement/Demolition	\$ 2,000.00	\$ -	\$ -	0%	\$ -
Construction Phase	\$ 168,000.00	\$ -	\$ -	0%	\$ -
Project Closeout	\$ 6,000.00	\$ -	\$ -	0%	\$ -
<b>Summary</b>	<b>\$ 240,000.00</b>	<b>\$ 24,000.00</b>	<b>\$ 29,000.00</b>	<b>12%</b>	<b>\$ 5,000.00</b>

**TOTAL DUE: \$ 5,000.00**

Please remit payment to:

CGA Project Management, LLC  
P.O. Box 3147  
Fall River, MA 02722

Payment Terms: Thirty (30) days

## Town of Seekonk

## South End Fire Station

## Potential Project Schedule

**2022**

May	June	July	August	September	October	November	December	January	February	March	April	May	June 2023 to July 2024
2 9 16 23 30	6 13 20 27	5 11 18 25	1 8 15 22 29	5 12 19 24	3 10 17 24 31	7 14 21 28	5 12 19 26	2 9 16 23	30 6 13 20	27 6 13 20 27	3 10 17 24	1 8 15 22 29	(14 months construction)

**2023**

June	July	August	September	October	November	December	January	February	March	April	May	June 2023 to July 2024
6 13 20 27	5 11 18 25	1 8 15 22 29	5 12 19 24	3 10 17 24 31	7 14 21 28	5 12 19 26	2 9 16 23	30 6 13 20	27 6 13 20 27	3 10 17 24	1 8 15 22 29	(14 months construction)

**2024**

June	July	August	September	October	November	December	January	February	March	April	May	June 2023 to July 2024
6 13 20 27	5 11 18 25	1 8 15 22 29	5 12 19 24	3 10 17 24 31	7 14 21 28	5 12 19 26	2 9 16 23	30 6 13 20	27 6 13 20 27	3 10 17 24	1 8 15 22 29	(14 months construction)

**Project Phases and Milestones**

- Project Starts:** Kick Off Meeting, Site Visits
- Schematic Design:** Regulatory Research, Refined Programming, Schematic Design package, TGAS material options and DD progress set, 50% Design Development package, OFM & Town review/comments on 50% DD
- Design Development:** Biweekly Meetings, Biweekly Progress Meetings Sept 01, 15, 29 - Oct 13, 27
- Construction Documents:** 100% DD package - Docs to Cost Estimator, OFM & Town review/comments on 100% DD, 100% DD Cost Estimate, TGAS to receive NTP on 11.10, 50% CD set, OFM & Town review/comments on 50% CD
- Bidding & Negot.**: 90% CD set, OFM & Town review/comments on 50% CD, 90% CD cost estimate, Biweekly Progress Meetings Nov 10 - Dec 1, 15, 29 - Jan 12, 26 - Feb 9, 23
- Contract Award:** Receive Filed Sub-Bids, Receive General Bids, Town Meeting, Contract Award, Notice to Proceed, Construction Kick Off Meeting, Permitting
- Construction Administration:** Biweekly Construction Progress Meetings, 100 % CD / Bid documents, Biweekly Construction Progress Meetings, 50% Construction Complete, Building Systems Commissioning, Substantial Completion of Construction, Punch List / Ribbon Cutting, Project Close Out

## 09.29.22 Notes from meeting with FD reps and Comm. reps about Furn. and Equipment

### Hallway 102

- Bottle filler station at lower right corner near Vestibule 125 entry door

### Report Room 103

- (2) vertical file cabinets under counter desks

### Kitchen/Day Room 105

- 5 or 6 recliners. Info on model to be provide by FD
- Island with butcher block top in place of table
- Quartz countertop over cabinets along exterior walls
- 4 burners residential grade stove with microwave on top

### Break Room 106

- Table/counter against wall
- Connection for small TV

### Dispatch Room 107

- Workstations' layout #4 was approved (later changed to layout #4a) – both attached
- (6) 2'x2' dimmable light fixtures operated by (3) separate switches
- (2/3) skylights (Solatube or approved equal) center located in the ceiling

### Office 108

- Connection for small TV
- (1) skylights (Solatube or approved equal) center located in the ceiling

### Office 111

- Extend desk return all the way to room's East wall
- (2) two drawers vertical file cabinets with counter on top

### Server Room 112

- Approved attached layout per comments receive on previous meeting

**Bunkrooms**

- Connection for small TV
- Lockers to be fabricated as per attached shops with the addition of a sloped top

**Men's Bathroom 119**

- (1) skylights (Solatube or approved equal) center located in the ceiling

**Women's Bathroom 120**

- (1) skylights (Solatube or approved equal) center located in the ceiling

**Storage 122**

- Shelving system with standards and brackets

**Workbench 123**

- Custom workbench
- Air hose

**Apparatus Bay 126**

- Air hose + cord reel at each truck (a total of four each)
- Interior hose bib at front and rear of space
- Water fill lines out of East wall

**Decon. Area 127**

- Single bowl sink, on same length counter

**Decon. Bathroom 128**

- No shower plate, just sloping concrete/epoxy floor to trench drain against wall

**Gear Laundry 130**

- Hardmount washer-extractor
- Residential grade washer and dryer
- No need for hose and gear dryer

**Storage 134**

- Two leaf door (36"+12"), rack to be part of FF&E package

### **Building Speakers**

- Every room must have speaker system except the following:
  - Entry 100
  - Bathroom 101
  - Bathroom 121
  - Storage 122
  - JC 123
  - ATS 131
  - Mechanical Room 132
  - Storage 134
- Men's Bathroom and Women's Bathroom need speakers with volume control
- Radio and FA system need to go to two different speakers or to same device with separate speakers incorporated
- Exterior speakers (with ON/OFF option) mounted at 48" aff, at upper left corner of admin. volume for training area, and at lower left corner of apparatus bay volume for apron area.

### **Building Exterior**

- (3) additional outlets along admin's front façade
- (2) hose bibs at patio and (1) hose bib outside app bay volume at apron area

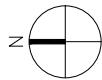
# TGAS

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Project Number  
2208

Project Title  
Seekonk South End  
Fire Station

69 School St,  
Seekonk, MA 02771

Drawing Title  
Dispatch layout

Date/Issued For  
09.30.22

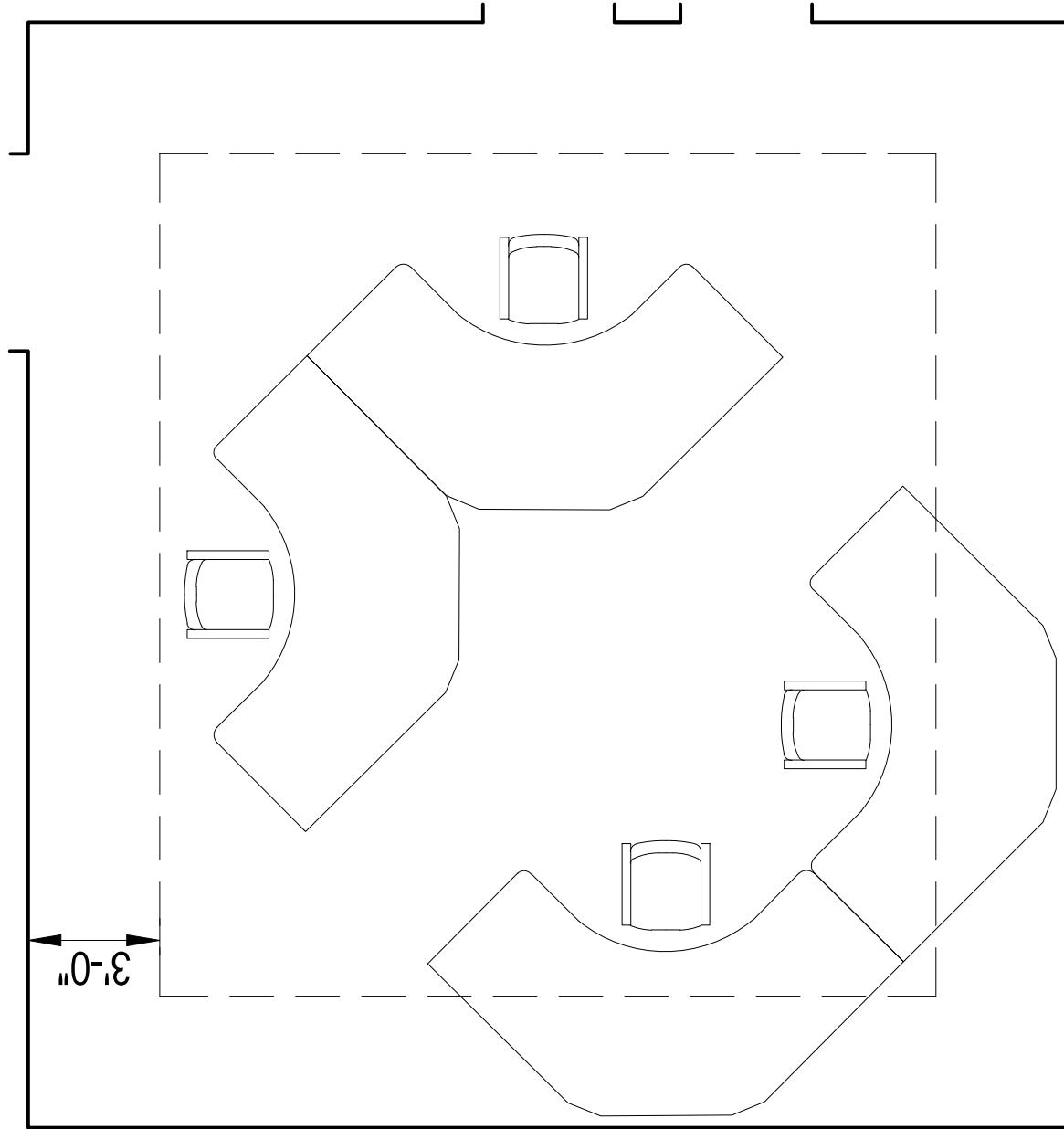
REVIEW

**NOT FOR  
CONSTRUCTION**  
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Scale  
1/4" = 1'-0"

Drawn By  
TGAS

Drawing Number



# Opt.4

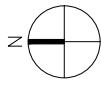
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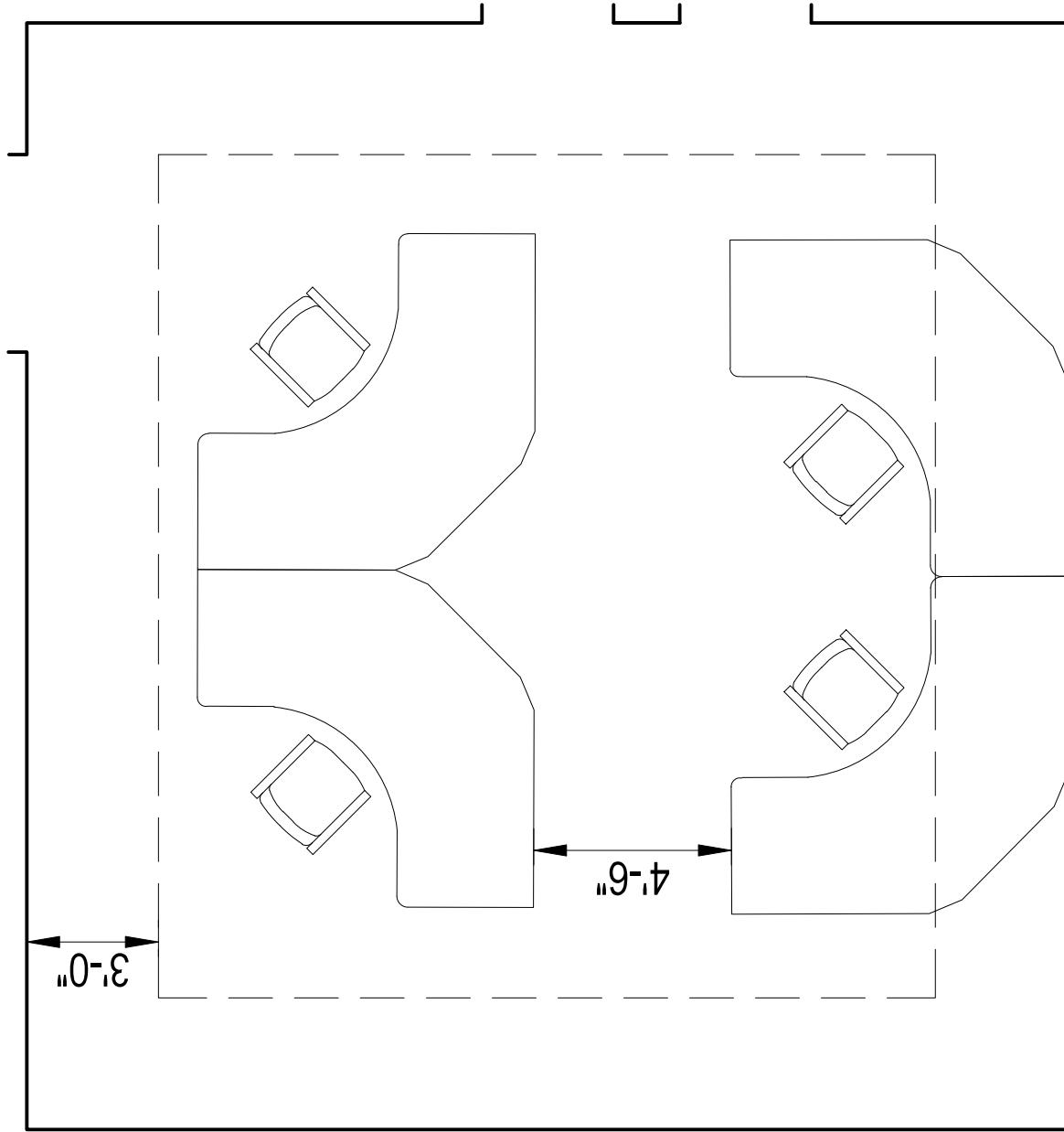
REVIEW

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CONSTRUCTION**  
Print 8.5x11

Scale  
1/4" = 1'-0"

Drawn By  
TGAS

Drawing Number



**TGAS**

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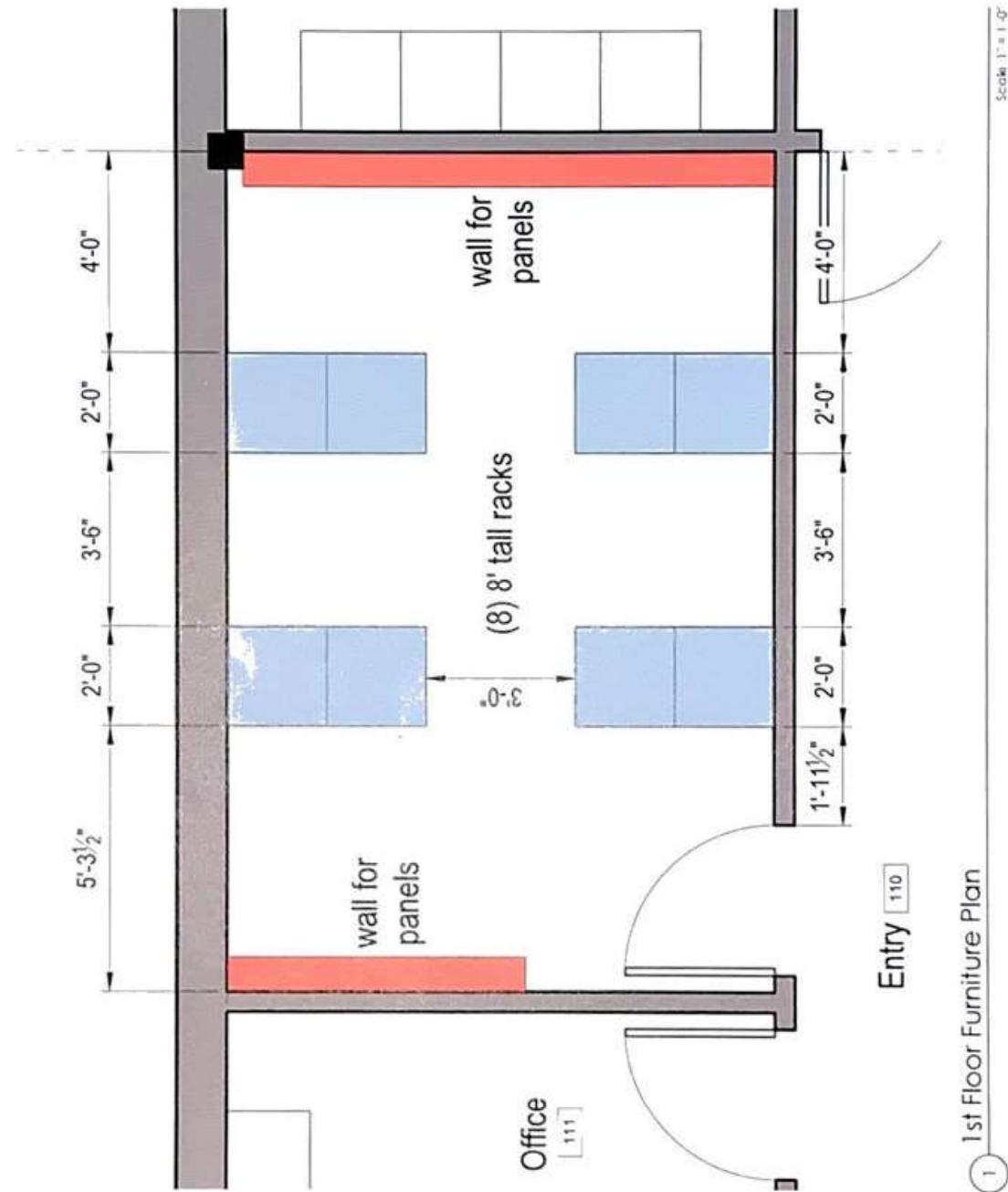
100 Washington Street, Suite 200  
Boston, MA 02108  
(617) 542-1444  
Fax: (617) 542-1445



Project Number: 27008  
Project Name: Seekonk South End  
Fire Station  
Drawing Title: Server Room Plan

Date Drawn/Revised: 09/15/22  
Design Development  
(progress drawing)  
NOT FOR  
CONSTRUCTION

1/4" = 1'-0"  
Drawing No.: A-XXX  
Scale: 1" = 1'-0"  
Drawing Number: 110  
Prepared By: TGAS  
Checked By: TGAS  
Approved By: TGAS



## SINGLE-TIER PHENOLIC QTY.62

**W:** 24" **D:** 24" **H:** 72"

Exterior Color: TO BE ASSIGNED  
Interior Color: TO BE ASSIGNED

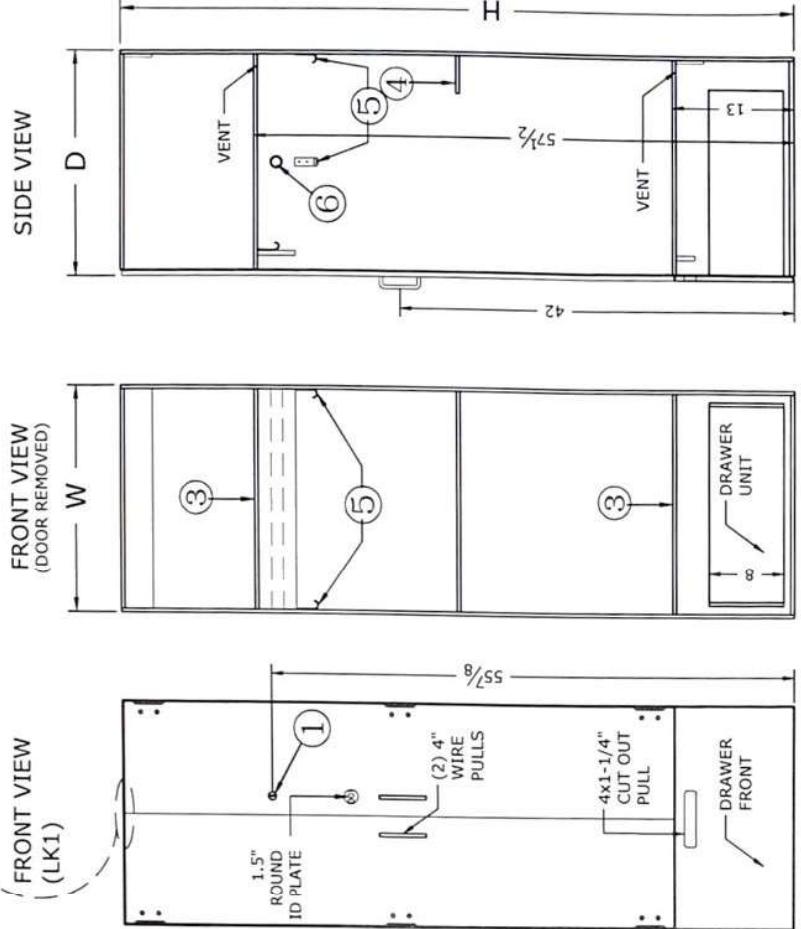
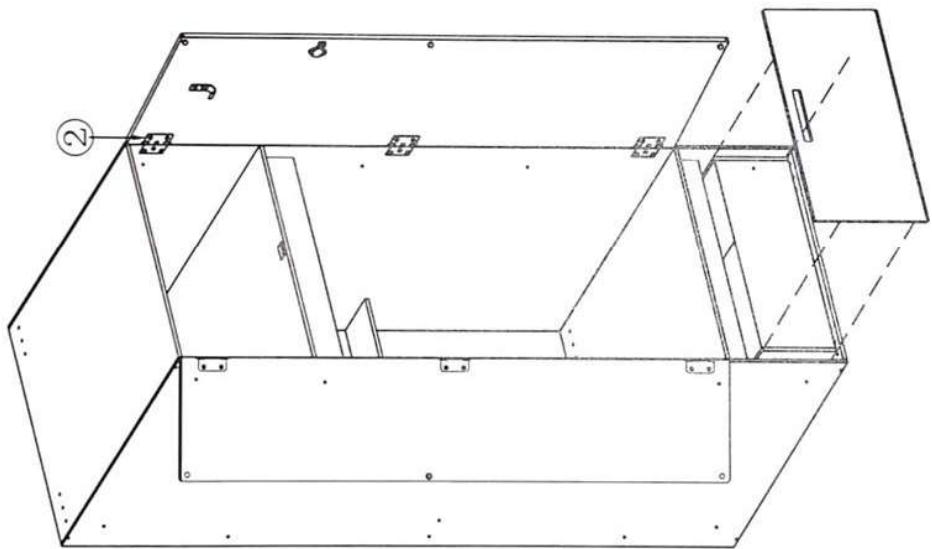
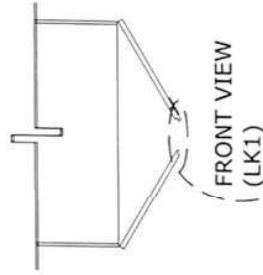
- ① LOCK TYPE: SPRING BOLT KEY
- ② HINGE TYPE: WRAP-AROUND
- ③ FULL SHELF QTY. 5
- ④ VANTY: QTY. 1
- ⑤ COAT HOOK(S): QTY. 3

### Additional Options:

- COAT ROD: QTY. 1
- 4" WIRE PULL: QTY. 2
- DRAWER UNIT: QTY. 1
- ADA STICKER: N/A
- CLEAT: QTY. 3

### Notes:

- STD PHENOLIC MATERIAL
- 1-1/2" DIA ID PLATES
- ROUTER CUT OUTS



## CUSTOM UNIT

**MATERIAL THICKNESS**  
Tops/Bottoms/Shelves: 3/8"  
Back Panel/Side Panels: 5/16"  
Door: 1/2"

CUSTOMER PSI-NEW ENGLAND STORAGE PRODUCTS		PROJECT DENNIS FIRE STATION	P.O. NUMBER 4993	NUMBER SEQUENCE SEE ROOM DETAIL	ADJUSTABLE BASE W/ TOE KICK	FASTENERS HIGH SECURITY VISIBLE BOLTS	DRAWING NUMBER LC-031522-10	TOPS	FLAT	DATE 03-17-22
NOT TO SCALE DRAWN BY Todd		REV. 1	2 OF 8	SHEET REV BY: N/A	©2022 by Partition Systems Incorporated of South Carolina (PSISC) The information contained in this drawing is the sole property of PSISC. Any use in part or as a whole without the written permission of PSISC is prohibited.					
CUSTOMER PSI-NEW ENGLAND STORAGE PRODUCTS		REV. 1	2 OF 8	SHEET REV BY: N/A						
DRAWN BY Todd										

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LOCKERS

MANUFACTURED BY CSC

October 12, 2022 **DRAFT**

### **09.29.22 Notes from Technical Review Meeting**

#### **Civil Engineer (Samiotes)**

1. The BOH agent and others were not in favor of re-using the existing septic system. I asked if our project's peak flows were less than the existing if we could be considered a repair as opposed to new construction. The agent said he would need to think about that.
2. We will need to have a tight tank for the bays – does it need to be sized for the future expansion bay too?
3. The Water Dept said that the water capacity was good in the street. The Fire Protection Engineer will need to hire a private firm to conduct water tests as the Town does not do them.
4. Plastic piping is okay for the domestic water service, it does not need to be copper.
5. The road was considered a State Highway (MADOT controlled) but may have changed to be a local road recently. The OPM was going to check with the surveyor.
6. We are assuming 15 spaces are required for parking, but zoning needs to be checked. The Town / FD said they needed 4 spots per shift and 4 spots for dispatch
7. The Generator will be required to be outside the building setback.
8. If the project disturbance is over 1-acre, additional stormwater management and an outside peer review is required. If we stay under an acre, there will not be a peer review and the process should move quicker.
9. The FD would like a hydrant for the training area – where will this be located?
10. Conduit / set up for future EV chargers, but no chargers in project.
11. We would permit the Special Permit with the ZBA first and then go through Site Plan Approval with the Planning Board. No notice to neighbors for PB since ZBA already noticed.

#### **MEP Engineers (CES)**

See attached documents

#### **Architectural (TGAS)**

1. Generator needs to be inside setback line or variance is required.
2. Generator could be moved from behind apparatus bay area to radio tower area.
3. Low roof for mechanical equipment does not need access from inside the building. An exterior ladder located in the back of the building can be used; it will need a cage around and a lockable gate.
4. Apparatus bay mezzanine does not need access through a fixed stair but can be accessed through a ladder. It will be used only for storage, and it will have a railing and a 48" gate



## Meeting Minutes

Meeting Date: September 29, 2022

Project Name: Seekonk South Fire Station

CES Project Number: 2022401.00

Written By: Patrick Crilly; Curtis Chase

### Distribution:

The following items were topics discussed during the town meeting on September 29th at 9am. The following parties present at the meeting were TGAS (architect), CES (MEP Engineers), Compass Group (OPM), and representatives from the Town of Seekonk including the Building Department and Fire Department.

**Project Record:** These minutes constitute our understanding of the topics discussed and/or conclusions reached at this meeting. If exceptions are taken to the content of this report, please notify this office immediately, as this will become a part of the project record.

1. General Project Notes:
  - a. Radio tower indicated on plans as “future” will likely be “day 1”; CES should plan on providing conduits to location. Additional coordination with communications team will likely be needed for requirements.
2. Site/Civil Plumbing/Fire Protection Systems:
  - a. Current septic system is 18-20 years old; general consensus to replace the system for the new building.
  - b. Fire department requests a hydrant at the training area if it is feasible.
  - c. Provide a separate domestic water/fire protection line from site into building. This is water department preference and town standard.
3. Fire Protection Systems:
  - a. CES will request a flow test for the hydrant test data.
    - i. Town does not perform flow tests; CES will need to reach out to a contractor.
    - ii. Water ban in town set to lift next week; will not impact flow test request.
  - b. Siamese connection remote from building towards the training area is preferred.
  - c. No Ansul system for kitchen hood since residential hood will be pursued.
4. Plumbing Systems:
  - a. Building will need a tight tank for the apparatus bay/similar areas floor drains.
  - b. Roof drains will be brought to site infiltration system.
  - c. CES will assemble a plumbing fixture package to send to Town for review. Since this is a publicly bid project, fixtures may deviate slightly but will reflect the general style/appearance.
5. Mechanical Systems:
  - a. Plymovent will likely need to be identified as a proprietary specification.

- b. Rooftop equipment is spaced to reduce first cost. Consideration in placement is not being made for future PV. Town indicates no future PV is planned for this building.
- c. Base system in Fitness on DD set will have dedicated unit as this is preferred for comfort in a space where people may be actively working out. However, this is a relatively straight-forward VE item if needed to combine with the Day Room. Building users would need education to adjust thermostat in Day Room if they are working out in the Fitness Room to keep the room cooler.
- d. No equipment should be above the Dispatch Room.
- e. Access to rooftop equipment will be provided via a fixed ladder on outside of the building.
- f. Kitchen will not need commercial hood and exhaust requirements.

6. Electrical Systems:

- a. The generator must be outside the setbacks unless a variance is filed.
  - i. Dimensionally it is very close right now and may need to move once clearances/additional enclosures are factored.
  - ii. Needs to be away from Bunk Rooms due to noise concern.
- b. Town has preference for Solatubes for dispatch, with motorized shade/dimming.
- c. Town reiterated that no EV chargers will be installed as part of this project; infrastructure only (conduits and pad at parking spot for future).
- d. CES will assemble a light fixture package to send to Town for review. Since this is a publicly bid project, fixtures may deviate slightly but will reflect the general style/appearance/performance.
- e. No issues from Building Department having the electrical distribution equipment in an interior electrical room. Conduits will run under slab from outside the building.
- f. Wiring for dispatch will be via raised floor with duct bank under floor between Dispatch and Server Room.
- g. The island in the Day Room is permanent and will be provided with convenience receptacles.