



Meeting #5

D.A. Sullivan & Sons, Inc.
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Project: 19-017 - Westhampton Safety Complex
48 Stage Rd.
Westhampton, Massachusetts 01027

Building Committee Meeting Minutes

MEETING DATE: 01/09/2020 **MEETING TIME:** 6:30 PM - 8:40 PM Eastern Time (US & Canada)

MEETING LOCATION: Town Hall

OVERVIEW:

NOTES:

ATTACHMENTS:

ATTENDEES:

Attended

- ☒ Mark Sullivan (D.A. Sullivan & Sons, Inc.)
- ☒ Chris Sullivan (DiGiorgio Associates, Inc.)
- ☒ Phil Dowling (Town of Westhampton)
- ☒ Art Pichette (Town of Westhampton)
- ☒ David White (Town of Westhampton)
- ☒ John Zimmerman (Town of Westhampton)

Attended

- ☐ Tom Lam (DiGiorgio Associates, Inc.)
- ☒ Chris Brooks (Town of Westhampton)
- ☒ Stephen Holt (Town of Westhampton)
- ☒ Laurie Sanders (Town of Westhampton)
- ☒ Stephan Wurmbrand (Town of Westhampton)

Meeting Minutes

No	Title	Responsible	Due Date	Status
1.1	Approval of Minutes			Open
	Official Documented Meeting Minutes: Minutes of 12/18 approved.			
	Previous Meeting Minutes: 12/18/2019: Minutes of 10/20 and 11/20 approved. 11/20/2019: Approval of last meeting's minutes was tabled until next meeting, as recently revised minutes have yet to be reviewed by committee members			

Design

No	Title	Responsible	Due Date	Status
2.1	Budget	Chris Sullivan (DiGiorgio Associates, Inc.)		Open
	Official Documented Meeting Minutes: Discussed owner-initiated options to reduce budget of project; including: <ul style="list-style-type: none">- Delete 1 bay- Delete OH doors at back of building- Wood (vs. metal) construction- Delete radiant heat			

These meeting minutes are believed to be an accurate reflection of those items discussed and the conclusions that were reached during the referenced meeting.

Please contact D.A. Sullivan & Sons, Inc. if there are any discrepancies or questions with the content of these minutes.



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- Eliminate flat roof - single orientation with low/high sections
- 'Flip' building orientation
- Shift building back ~ 10'
- Ambulance to be eliminated; which puts more space into play (for compressor, etc)
- Discussed moving Mech equipment to otherwise empty 2nd floor (above offices); which could be used in future

Owner to send DAI formal listing of VE items.

Previous Meeting Minutes:

12/18/2019:

Discussed email correspondence from Chris re potential VE items for the Building Committee to discuss. Consensus was for the Committee to rank each item (Yes/No/DK) and return to Mark - who will then compile results for DAI's use in presenting the more detailed Schematic estimate at the next meeting.

11/20/2019:

Chris brought forward concerns about original AM Fogerty estimate used in the Study phase; especially the \$200/SF cost for metal buildings. DAI anticipates ~ \$358/SF. This could impact the viability of the current overall budget and, by default, design. It was therefore agreed to pause the design process and get a Schematic estimate from DAI before proceeding any further

2.3 Civil / Exterior Review

Open

Official Documented Meeting Minutes:

Items to be reviewed by Civil Engineer include:

- Changing the layout of the building to a 'mirror' image
- Shifting the building back ~ 10', and putting parking at the backside of the building
- Discussed potential option of using aggregate piers in lieu of traditional foundation
- 'Steepness' of driveway to be reviewed

Previous Meeting Minutes:

12/18/2019:

On hold while VE options are considered.

11/20/2019:

Discussed outstanding issues concerning proposed layout:

- Possible survey discrepancy - could hold-up pursuit of variance
- Perc test data needed

2.4 Layout

Phil Dowling (Town of Westhampton),
Chris Sullivan (DiGiorgio Associates, Inc.)

Open

Official Documented Meeting Minutes:

Owner received feedback from 3 local GCs who would bid on the potential project; all of whom thought the building could be completed within the \$4M budget. Accordingly, it was thought that the revisions suggested would be the best opportunity to ensure a building that could be afforded that also addressed the minimal needs of the Town. The Committee re-emphasized their commitment to bring the project in under budget.

Previous Meeting Minutes:

12/18/2019:

Phil to pursue input from local GCs with Metal Building mfg relationships. Would like to pursue, as an option, a simplified design with one roof orientation for the entire length of the building, and the mechanical equipment above the offices.

11/20/2019:

Chris presented updated plans; including elevations, sections, and 3D model.

Will forward room data sheets to the Committee for their review prior to next meeting.

Meeting Schedule

No	Title	Responsible	Due Date	Status
3.1	Next Meeting		01/22/2020	Open
Description:				
The next meeting will be on Wednesday, Jan 29th @ 6:30 PM.				

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