

City Hall Restoration Commission

Summary of Meeting held on Monday, January 11, 2016

Location: Third Floor Conference Room, City Hall

Present: J.J. Bell, Jan Bell, Steve Dexter, Craig Herrmann, Maggie Rosa, Bill Sanborn

Absent: Jim Hafey, Steve Pardee

Meeting with Jim Destino, Chief Administrative Officer

Maggie distributed copies of a list of the current city hall projects (Appendix 1). Jim updated the CHRC on the status of the Electrical bids which all came in at twice the expected cost. As such the project is being broken up. The original intent was to upgrade the IT facilities but needed to include rewiring of the entire building. The fire alarm work will be a local alarm and the project does not include a building wide sprinkler system. Jim reminded us that Bid documents are available on line.

Maggie raised the issue of websites for the city's tourism industry do not include City Hall as a tourist destination. Jim noted that the tourism groups have been combined into the Destination Marketing Organization under the leadership of Carol Thistle and that we should renew our efforts to be included.

Regarding funding for City Hall projects Jim noted that a percentage of Free Cash is now allocated into a Facilities Maintenance fund. He wants to have at least two years before any of this money is used. He noted that Stage Fort Park Committee has applied for CPA funds.

ADA parking project. Bill and the assistant city engineer are working on a plan that would be similar to that proposed by Craig to provide two public accessible parking spaces in the employee lot. Basically, the area would be at the north elevation and would provide easier access to the ground floor entrance. A cost analysis of the two proposed plans (the MKA plan and the Sanborn plan) needs to be done. J.J. noted that the time to accomplish this goal is rapidly approaching. One question that came up is whether we could apply for an extension to the time variance. Bill noted that non-compliance with the MAAB could result in a \$5000/day fine. Mike Hale will include this parking in his budget for 2017. An application will be filed for CDBG funds (\$200,000) with the deadline being noon on February 25.

There was much discussion re the North exit only requirement. Bill suggested that as the MAAB regulations do not apply to employees the entrance could be controlled by a key pad.

At this stage Jim had to leave the meeting but noted that he will attend the next meeting, scheduled for January 25.

Minutes

- Minutes of the December 21st meeting were unanimously approved.

Invoices

- No invoices to review

Ceiling

- Steve Dexter reviewed the insurance forms that have been received from Moore Plastering and Commonwealth Scaffolding and will follow up with Moore Plastering & Donna Compton re the Workers' Compensation issue.
- Staging is scheduled to be erected on Tuesday January 12.

ADA – Lift to the stage

- The work has started and Bill Sanborn will be inspecting the area after the meeting

ADA –Other items - No Update

- Jim is waiting for the signage that will be installed at the North elevation regarding the MAAB requirement that this is entryway is only an EXIT.
- At a previous meeting Jim noted that the elevator company is working on addressing the MAAB requirements and that the cost will be on the order. Jim noted that the work is queued up and that City Hall is low on the list. NO UPDATE
- In an effort to complete the ADA issues Bill agreed to review his list of issues, send them to Craig and in advance of the January 25 meeting send the list to Jim Hafey.

Attic Venting

- In response to an email from J.J. Bruce Dearden noted that he should have a proposal to us this week.
- Maggie will inform Candace Wheeler of the Clean Energy Commission about the venting system – a model for clean energy. Needs to do this.

Fundraising – Bananas Fantasies Event

- Jan noted that the next meeting will be on Tuesday, January 12 and commented that the group of women working on the event is very engaged.
- Jan has received an auction item of a painted rudder (Sam Nigro) that features City Hall.
- Sponsors for the event are needed – Jan, Steve Dexter, J.J. and Maggie volunteered to be sponsors.

Request for documents from Cathy Lane

- Maggie to send Deb Laurie files containing information on the MHC Preservation Restriction, CPA agreement, CDBG agreement.

Items not discussed but not to fall too far off the radar screen

- Cracked glass in the tower Maggie to follow up with Campbell Construction
- Cracked basement room window – Jim suggests installing ¼” mesh to protect all of the basement windows from damage from stones.
- Docket for FY17 budget request
- Fire alarm drill –
- Capital Bond bill
- “City Hall.” Signs – re above for the need of a bucket truck.

The meeting was adjourned at 11:30am.

Our next meeting will be January 25, 2016 City Hall at 10:00am.

Appendix 1

CITY HALL CAPITAL IMPROVEMENT PRIORITIES January 2016

TITLE	DESCRIPTION	2015 EST. COST (\$)¹
Electrical System Upgrade²	New panel boards to replace existing ones & replace all wiring as recommended.³	337,008
Electric System Upgrade Option	New 600A service if needed for central A/C, cost of \$60,000	0
Stage Access	Ongoing Mass Architectural Access Board (MAAB) requirement Cost = \$89,000⁴	0
Fire Protection & Fire Alarm	New incoming fire service Electrical Fire Pump Wet & Dry Sprinkler System Backflow preventer, alarm valves, fire department connection, flow switches, tamper switches, electric bell & main drain.⁵ Sprinkled building	1,050,264
Masonry Repairs	MKA Assessment for doing work in one phase. Significantly higher cost if done in two phases. Not recommended that the work be done ad hoc as the colors and consistency will be uneven.	1,686,061
On-Site Handicap Parking	MAAB requirement to be completed by November 2016. Creation of 2 accessible parking spaces in the employee parking lot. City Engineer & Building Inspector working on a plan	200,000
Archives Facilities Upgrade	Based upon Community Development City Capital Planning Report	500,000
	Total	3,773,333

Footnotes

1. These costs are based on 2015 figures and include generous contingency, contractor and architectural & engineering mark-ups, see Appendix 1.
2. Based upon the MKA Cost Estimate (Appendix 1) by subtracting the “Masonry Repairs, Fire Protection, Fire Alarm Upgrades” cost of \$2,736,325 from the “Masonry Repairs, Fire Protection, Fire Alarm & Electrical System Upgrades” cost of \$3,073,413 or \$337,008
3. More details in the “Existing Electrical Power Distribution Equipment Report” section of the MKA Assessment Report, April 2015.
4. Funds are in city account and came from CDBG and City
5. More details in CSI Engineering “New Fire Protection System Analysis and Fire Alarm System Alteration Report” section of the MKA Assessment Report, April 2015

APPENDIX 1

**McGinley Kalsow & Associates Gloucester City Hall –Assessment Reports
Estimated Cost of Work – April 23, 2015**

1. This budget estimate is based on a project that combines the work identified in the masonry, fire protection, fire alarm and electrical systems assessment reports. The project would be advertised and bid in conformance with M.G.L. chapter 149. The project would be bid by a Massachusetts DCAM certified Historic General Contractor as the prime contractor, and with filed sub-bids for Masonry, Fire Protection (FP) and Electrical work. The electrical filed sub-contractor would provide both the fire alarm and the electrical system upgrade work. The Masonry, Fire Protection and Electrical sub-contractors will need to be DCAM certified in their respective trades.

2. The electrical system upgrade includes scope items identified in the electrical systems assessment report, i.e., new panelboards, and wiring replacement and was estimated at the higher price of the cost range given in the report. The new 600 amp service option identified in the assessment is indicated here as an add alternate, as it would be required only if a future central air conditioning system is anticipated.

Masonry Repairs, Fire Protection, Fire Alarm & Electrical System Upgrades

Sub-Contractor and Trade Costs:

Cutting and patching of finishes for FP and Electrical work	120,000
Painting at patched areas only	
Excavation and backfill for new water service	15,000
Asbestos abatement at window caulking (Allowance)	40,000

Masonry Restoration 945,000

Fire Protection (sprinkler) Filed Sub-bid 405,500

Electrical Filed Sub-bid

Fire Alarm replacement 110,000

Electrical System 200,000

SubContractor subtotal 1,835,500

General Conditions (12.5%) 229,438

GC's fee (5%) 103,247

Study Level Estimating contingency (15%) 325,228

Subtotal 2,493,413

Recommended construction contingency 250,000

Construction Budget 2,743,413

A & E services 300,000

Inspection lift & misc. costs 30,000

Total Project Budget \$3,073,413

Add alternate for upgrade to 600amp service +\$60,000

Masonry Repair Option

Masonry Restoration	945,000
Asbestos abatement at window caulking (Allowance)	40,000
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SubContractor subtotal	985,000
General Conditions (12.5%)	123,125
GC's fee (5%)	55,406
Study Level Estimating contingency (15%)	174,530
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_ Subtotal	1,338,061
Recommended Construction contingency	<u>150,000</u>
Total Construction Budget	1,488,061
A & E Services	180,000
Inspection lift & misc. costs	18,000
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Total Project Budget	\$1,686,061

Masonry Repairs, Fire Protection, Fire Alarm Upgrades

General Work:	120,000
Cutting and patching of finishes for FP and Electrical work	
Painting at patched areas only	
Excavation and backfill for new water service	15,000
Asbestos abatement at window caulking (Allowance)	40,000
Masonry Restoration	945,000
Fire Protection (sprinkler) Filed Sub-bid	405,500
Electrical Filed Sub-bid	
Fire Alarm replacement	110,000
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SubContractor subtotal	
1,635,500	
General Conditions (12.5%)	204,438
GC's fee (5%)	91,997
Study Level Estimating contingency (15%)	289,790
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Subtotal	2,221,725
Recommended Construction contingency	<u>220,000</u>
Total Construction Budget	2,441,725
A & E Services	268,600
Inspection lift & misc. costs	26,000
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Total Project Budget	\$2,736,325