



**Town of Groton Highway Department**  
173 Main Street  
Groton MA 01450

**Date:** March 12, 2019

**Time:** 9:00 A.M.

**Location:** Town Hall/Second Floor

**Members Present:** Mark Haddad / Town Manager  
Tom Delaney / Department of Public Works Director  
Peter Myette / Department of Public Works Facilities Committee  
Val Prest / Department of Public Works Facilities Committee  
John Amaral / Department of Public Works Facilities Committee  
David Manugian / Department of Public Works Facilities Committee  
John Giger / Department of Public Works Facilities Committee

**Others Present:** Greg Yanchenko Vice President  
HELENE KARL Architects, Inc.

---

**Highway Garage Project**

- On the afternoon of March 11, the Committee received a cost estimate dated March 1. It was later notified that the project was advertised on the morning of March 11. Member David Manugian expressed his disappointment that HKA advertised the project before giving the Committee an opportunity to review the cost estimate, particularly when the Committee specifically asked to review the estimate before it was advertised. In addition, HKA had promised the estimate would be received by the Committee on Friday the 8th and didn't have to advertise until Wednesday the 13th. Mr. Manugian felt that since March 11 was the first time the Committee saw a cost estimate since the one prepared for fall town meeting. Despite the town manager's repeated efforts to get the estimate for the Committee, HKA determined the value and advertised the project. Greg Yanchenko acknowledged this and said that we could pull the advertisement and delay the bid.
- Mr. Manugian felt that dating the cost estimate March 1, advertising the project the morning of March 11, and submitting the estimate to the Town the afternoon of March 11 gives the impression the estimate was prepared in advance on the public meeting on March 7 as well as the advertising on March 11 when this was not the case. The estimate was requested for and promised March 1, March 7, and March 8, and all of those deadlines were missed.
- Mr. Manugian felt it was concerning the estimate was for \$4.5M and the job was apparently advertised at \$3.4M with no opportunity for discussion about the variance. However, the solution

of the Committee, working with the Town Manager, to break down the scope into pieces to meet the budget or discuss going over when bids are in hand helps improve the situation created by HKA. The Committee members understood Mr. Manugian's concerns and wanted to determine the best way to proceed.

Mr. Haddad understood the situation, but wanted to stress the following:

- The project would be advertised for bids prior to Town Meeting so that the Town Meeting would have bids in hand and understand the true project costs.
- Presentation should be made at town meeting with received bids.
- Everyone should remember that the \$4.5 million number is just an estimate.
- Timing of notice to Central Registry was necessary to receive bids on time.
- The final vote will be real costs
- Cost estimate is high but it is an estimate

Mr. Yanchenko and Mr. Manugian noted the building is not designed to cost. However, Mr. Manugian was still very concerned about the cost estimate. Mr. Yanchenko noted that there is nothing extra on project. All costs are to get the building up to code.

The Committee reviewed the plans and made the following notes/changes:

1. Existing septic system - due to the drainage it is failing. Extend the dog pound??
2. Fire protection
  - quasi sprinkler
  - Fire Chief wants 40k gallon holding tank.
  - Tech says 2 - 40 k holding tanks
  - The above points could decrease estimate 200k.
- Vehicle storage building
- Mezzanine- only item that could pull out
- Reduce the volume of the building
- The building has to be repaired regardless of cost as it is not up to code.
- To just renovate the building up to code without any bells and whistles would cost \$1.6 m
- Labor hours are determined through the prevailing wage rate.
- Note that cost per installed material can go up.
- Greg will get the material costs

Mr. Yanchenko believes the bid will come in lower. Project could possibly come in under \$4 million, however we need the real bids to make determination.

#### **Tom Delaney-**

Relocate the building if necessary, since the old building does not meet code anyway.

Questioned why water pipe came in at \$23K, Greg Yanchenko said this was not for the well but for fire protection.

Tom suggested using asphalt curbing instead of granite which came in at 5K.

Question of using veneer masonry, Greg Yanchenko assured the committee this is a must as the foundation needs to be thermally insulated.

Metal stairs these will come out if the mezzanine comes out.  
Wash Bay Platform this can be added later. Tom suggested it be taken out.  
53 vehicle storage.

Total costs of savings will be \$40k

### **Misc.**

Division 22 - plumbing \$81 k water piping typo not 600 hours this bring down to approx. 60k  
Air compressor \$27K Tom feels they can do it themselves. Greg does not agree.

Mr. Manugian stated that since the Committee has reduced the estimate by \$100k, he feels the Committee needs to really look at this before sit down with this before the bids come in.

### **Generators**

Tom Delaney told committee that he had two generators that could be used instead of buying new ones. One is diesel and one is propane. This would save approx. \$98 k.

Greg Yanchenko does not want to have to rely on old generators but would prefer the diesel if that's the final decision. Tom Delaney feels that new or old would have to replace at some point anyway so why not use what we have now and replace when the time comes.

Based on this discussion, Mr. Haddad recommended that the Bid be developed as follows:

Base Bid – Main Building  
Add Alternate #1 – Vehicle Storage Building  
Add Alternate #2 – Mezzanine in Vehicle Storage Building.

John Giger moved to advertise the Bid in this fashion. Peter Myette seconded the motion and it was voted unanimously.

When presented to town vote Mr. Yanchenko suggests split it at town meeting but put one question on the ballot.

Mr. Manugian wants confirmation from Tom Delaney regarding the generators. How are they functioning now etc. Mr. Manugian is concerned about the overhead i.e., contractor, admin costs, contingency. Mr. Haddad told him the contingency cost depend on the final plan.

Greg Yanchenko feels the bldg. should be fully operational without jerry rigging. The generators should be 250 kw as they are needed for fire pumps which will require a great deal of energy.

Bids are due April 18, 2019. Committee would like to meet before that, preferably April 4, 2019 to discuss various items on the submission costs.

Greg Yanchenko noted the bid was advertised at \$3.4 to \$3.7 million, there may be a gap of \$1m as the total cost could increase.

Based on this Mr. Manugian reiterated they need more discussion to look at other strategies to decrease costs.

Peter Myette addressed deducting change orders. Can eliminate pieces go back to just the base bldg..

Greg Yanchenko suggests the bldg. should start in the spring 2019, in order for the building to be closed in before winter. It may be more efficient to use change orders.

Discussion on Municipal Regulations for Bids: Note time frame on advertising, not good to wait until the fall to start project. Will affect debt exclusion. Tom suggested doing one piece of the project in the fall but start in the spring.

**ADJOURN -**

Respectfully submitted,  
Jean Hommel  
DPW Administrative Assistant

**APPROVED:**

---