

Old Library Accessibility Committee  
Meeting Minutes  
September 11, 2017

Members Present: Wendy Cote-Magan, Mark Mikitarian, Lucy Wallace; Ken Swanton by phone

The meeting was called to order at 7 PM by Mark Mikitarian.

Review Revised Estimate

The Committee reviewed North Bay's September 11, 2017 estimate which reflected the changes requested following our meeting with Abacus on September 6<sup>th</sup> and Wendy Magan's conversation with Austin Ludwig this morning. Wendy reported that the items to be included in the base bid were those that related to the health and safety of the public in the use of the building. In addition, those items that were fairly simple and easy to address would also be included in the base bid. However, we would seek variances for those items that represented significant cost triggers in spite of being "de minimis" changes (such as moving the toilet 1"). These are listed on the revised estimate as Alt 1.

Based on the most recent cost estimates, Mark calculated the project's total cost (Base Bid plus Alt 2, removal of side entrance) as follows:

Total direct costs, overhead & profit	\$320,203
20% Design contingency	64,041
10 % Owner's contingency	38,424
Structural/civil	<u>49,000</u>
TOTAL	\$471,668

Assuming:

Grant from MA Office of Disability	[100,000]
Use of balance of rear door funds	[ 40,200]
CPC funding	<u>[ ? ]</u>
REVISED TOTAL	\$331,468

Lucy Wallace will contact Didi Chadran, chair of the CPC, to see what funding might be available for this project. Ken Swanton suggested going to the October 3<sup>rd</sup> meeting of the Historical Commission to seek its support of our application for CPC funds, which is required to receive CPC-Historic funds.

CPIC Questions

Mark circulated a draft of his response to CPIC's questions with respect to the application submitted on August 31<sup>st</sup>. The Committee focused on the first question concerning the scope and cost of interior work triggered by the front door project. The August 28<sup>th</sup> North Bay cost estimate for these items was \$5,375. Wendy had subsequently reviewed and discussed this estimate with Austin and reported that several items had been removed, resulting in an \$875 reduction from the August 28<sup>th</sup> North Bay estimate. The current cost of the interior work triggered by the project is now \$4,500.

The Committee then reviewed and suggested edits to the remaining CPIC questions which Mark will make. He will then circulate a revised response for final review before being submitted to CPIC.

In addition to providing answers to the questions, it was agreed the September 11<sup>th</sup> North Bay cost estimate should be provided to CPIC, as well as the September 11<sup>th</sup> schematic plans prepared by Abacus.

#### MAAB Variance Application

The question arose regarding who should prepare the variance application and the timing to submit it and possibly have an answer before the November 6<sup>th</sup> Special Town Meeting. Abacus had indicated a willingness to do it for \$7,500, but there were questions about the possibility of reducing that fee and the source of funding to cover it. Wendy suggested that she could do the technical portion of the application if Mark, Lucy and /or Ken helped with the narrative. According to the MAAB website, the MAAB meets on October 16<sup>th</sup> and 30<sup>th</sup>. Applications are due two to three weeks prior, meaning the latest we could submit an application would be October 9<sup>th</sup> for the 30<sup>th</sup> meeting or September 25<sup>th</sup> for the October 16<sup>th</sup> meeting. Wendy agreed to proceed with the technical portion of the application, including asking Austin for the necessary floor plans. Mark will start the narrative portion of the application before leaving on September 19<sup>th</sup> for 10 days; Lucy and Ken will complete it. Wendy will also contact Tom Hopkins to confirm the deadline for submitting applications to go before the two October MAAB meetings.

#### Administrative

The September 6, 2107 minutes were approved as amended.

The meeting was adjourned at 8:45 PM.