

Old Library Accessibility Committee
Meeting Minutes
February 27, 2018 – Upper Town Hall

Members Present: Chris Cutler, Pete Jackson, Wendy Magan, Mark Mikitarian, Lucy Wallace

The meeting was called to order at 3:30 PM by Chair Mark Mikitarian.

Administrative:

The minutes of the February 14, 2108 meeting were approved as presented.

Update on Abacus Contract

Mark Mikitarian summarized the status of negotiations with Abacus on its fee and scope of work, noting that he and Lucy Wallace had just met with Marie Sobalvarro to get an update and discuss our options. We essentially have two options:

- 1) to continue to negotiate with Abacus in hopes of reaching agreement; or
- 2) to approach Beacon Associates, our second-ranked candidate and enter into negotiations with that firm.

Mark noted that the current fee offered by Abacus is \$63,850 (15.5% of the estimated base construction cost), down from the original \$78,550. In reviewing Abacus' fee, Marie had found some additional savings which she thought would bring the fee down to \$54,000 (roughly 13% of the estimated base construction cost). One option Marie had suggested to Mark and Lucy was to accept the \$63.8k fee and limit Alt 2 to removal of the stairs only (leaving the exterior landing).

Pete Jackson suggested using removal of Alt 2 as leverage to see if Abacus could find savings elsewhere in order to keep that part of the project within the scope of work while lowering their fee to the \$54k range. Chris Cutler felt it was up to Abacus to determine where it and its consultants could find savings so as to bring the fee down to an acceptable cost.

Chris asked about the cost in time in following option 2, approaching Beacon Associates. The general consensus was that this could be just as costly to the project as continuing to negotiate with Abacus.

Wendy Magan noticed that we might find additional savings under Alt 2 by not doing any of the interior work associated with removal of the exterior stairs and landing. Rather, keep the existing interior vestibule and remove its interior walls at a later time. In the meantime it could be used as a closet or for storage. The exterior of the building, however, would be restored as planned.

The Committee agreed that it would like to stay with Abacus and to direct Marie to continue to work to reduce the fee from \$63.8k closer to \$54k. As there is not a fixed fee and scope to recommend to the Selectmen at their meeting tonight, we hope Marie will be able to finalize negotiations with Abacus in the next day or so. Lucy reported that the Selectmen will be meeting on March 6th, at which time the contract could be approved.

Hazmat

Mark reported that Marie felt we should proceed with the Hazmat inspection now and asked Chris and Pete if they had contacted the hazmat inspectors Marie had given them. Given the estimated cost for this work, we need to contact at least three firms and can do so by phone. Pete knows of two firms from his work on the Library and Town Hall; Chris knows of a firm he has used on projects in Shrewsbury. Marie had suggested at our last meeting limiting the inspection to asbestos, as the work was mainly exterior and only minimally

interior. As Pete was concerned that state regulations might not allow limiting the inspection, Chris offered to check with his contact to learn what would be allowed.

Next meeting: Monday, March 5th at 4 PM.

The meeting adjourned at 4:45 PM.