



# Finance Committee Report

## City of Newton In City Council

**Monday, March 28, 2016**

Present: Councilors Gentile (Chair), Ciccone, Norton, Brousal-Glaser, Rice, Blazar, Fuller, and Lappin  
Also present: Councilors Albright, Baker, Danberg, Hess-Mahan, Kalis, Leary, Sangiolo, and Yates  
City staff present: Kelly Brown (Workers' Compensation Manager), James McGonagle (Commissioner of Public Works), James Freas (Acting Director of Planning & Development), Marie Lawlor (Assistant City Solicitor), Josh Morse (Commissioner of Public Buildings), and David Wilkinson (Comptroller)

**#110-16      Funding for the Charter Commission**

HIS HONOR THE MAYOR requesting authorization to appropriate forty-five thousand five hundred dollars (\$45,500) from Free Cash to the below accounts for the purpose of enabling the Charter Commission to hire a consultant, a clerk and have access to funds for expenses:

Consulting	
(C108004-5301) .....	\$30,000
Part-time Salaries	
(C108004-211101) .....	\$4,500
Printing	
(C108004-5342) .....	\$10,000
Office Supplies	
(C108004-5420) .....	\$1,000
[02/11/16 @ 4:24 PM]	

**Action:**      **Finance Approved 5-1-1 (Norton opposed, Brousal-Glaser abstaining; Ciccone not voting)**

**Note:**      The Committee previously discussed the request to appropriate \$45,500 for use by the Charter Commission at its last meeting of March 14, 2016; however, since the previous discussion was on a docket item requesting a discussion and not an appropriation, the appropriation request needed to be docketed. The above request is the appropriation request of \$45,500 from Free Cash to fund consulting costs, printing, and office supplies for the Charter Commission. The Charter Commission will turn back any funds that are not spent and they do not expect to require any additional funding.

Councilor Norton will not be supporting the request because she feels that the expenses are high, particularly for office supplies. It was pointed out that the office supplies money likely includes funding for stamps for a mailing of the final recommendations of the Charter Commission to every registered voter. Councilor Fuller moved 5-1 approval of the item as she feels the expense is worth it, as

there are nuances to creating a City Charter that will last for years. The Committee supported the motion by a vote of five in favor, one opposed, and one abstention.

**#111-16      Appropriation for Worker's Compensation Order from Dept of Industrial Accidents**  
HIS HONOR THE MAYOR requesting authorization to appropriate and expend twenty thousand six hundred thirty-one dollars and ninety-seven cents (\$20,631.97) from the Worker's Compensation as ordered by the Department of Industrial Accidents.  
[03/15/16 @ 4:51PM]

**Action:      Finance Approved 8-0**

**Note:**      Workers' Compensation Manager Kelly Brown presented the request for \$20,631.97 to settle an employee's compensation claim, as ordered by the Department of Industrial Accidents. The payment is to a School Department employee that injured his back in 2009 and has since had spine surgery. A judge has ordered the City to pay a retroactive closed period payment from July 18, 2013 to January 7, 2014 of \$6,911.84. In addition, judge also awarded \$7,680.45 for loss a 23% loss of function of the spine resulting in a total payment of \$14,592.29 to the employee. The employee's attorney was awarded \$6,039.68 for a hearing fee and expenses. The City argued that the employee had some earning capacity but the judge determined that the employee is permanently and totally disabled from all forms of employment. These payments do not close the workers' compensation case.

The employee is retired with an accidental disability and his retirement benefit is reduced by the workers compensation benefit. The combined benefits do not exceed the total accidental retirement benefit calculation. There will also be a reduction in the employee's pension benefit for the retroactive compensation award. Ms. Brown will consult with the Retirement Board's Executive Secretary and provide a memo with further information on the offsets. With that, Councilor Lappin moved approval, which carried unanimously.

### **Referred to Public Facilities and Finance Committees**

**#116-16      Additional funding for Aquinas Window Project**  
HIS HONOR THE MAYOR requesting authorization to appropriate three hundred eighteen thousand two hundred sixty dollars (\$318,260) from a transfer from the Capital Stabilization fund to provide additional funding for the Aquinas Window Project.  
[03/15/16 @ 4:52 PM]

**Public Facilities Approved as Amended Subject to Second Call 5-0 on 03/23/16**

**Action:      Finance Approved as Amended 7-0-1 @ \$397,800 (Fuller abstaining)**

**Note:**      Commissioner of Public Buildings Josh Morse presented the request for additional funding for the Aquinas Window Project. He informed the Committee that the item should be a request for an appropriation of \$397,800. The additional funds would be appropriated from the Capital Stabilization Fund. The increase is a result of feedback from the Environmental Protection Agency on how to best approach the remediation of the extremely low-levels of PCBs in the soil, and brickwork around the windows, as well as the contaminated caulking. The City is attempting to fund

enough for the worst-case scenario when comes to remediation requirements. At the request of the Committee, Commissioner Morse provided a letter subsequent to the meeting from the Mayor requesting the amendment and a breakdown of the Aquinas funds that includes the additional funding request, which are attached.

The original cost estimate for the project was \$2,354,076 before going out to bid for the project, which was included in the original appropriation for the acquisition of the Aquinas building. The low bidder for the project was the same contractor that handled the Fire Station 4 window replacement; therefore, the City opted to use the second lowest bidder at an additional cost of \$200,000. The funding request also includes money for payment of taxes that the previous owners owed the City. The City originally thought that it could waive payment but the Department of Revenue has determined that the taxes need to be paid to the City; therefore, the City needs to pay the taxes.

Councilor Brousal-Glaser moved approval of the item, which carried by a vote of seven in favor and one abstention. Councilor Fuller abstained in order to review the requested materials.

**#112-16 Appropriation of mitigation funds for pedestrian and traffic improvements**

HIS HONOR THE MAYOR requesting authorization to appropriate and expend the following Mitigation Funds:

Village Café at 719 Washington Street	\$2,500
258 Nevada Street at Linwood Street	\$1,500
Cherry Street at Washington Street	\$2,000
O'Hara's Restaurant, Newton Highlands	\$2,500
Rox Diner Parking & Pedestrian Improvements	\$2,500
Riverside, Old Jordan marsh	\$16,045
Canton Circle LLC, 714-724 Beacon Street	\$10,000

**Action:** Finance Held 8-0

**Note:** Commissioner of Public Works Jim McGonagle presented the request to appropriate funds from several mitigation funds established through special permits orders. The funds are to be used to fully or partially fund pedestrian, and/or roadway improvement projects. Most of the special permit orders are very specific as to what and where the funds can be used and the Public Works Department understands that they must follow the special permit orders.

The Committee asked the Commissioner if there would be any problem if the Docket Item was held until the projects are designed and there are actual costs for each project. Commissioner McGonagle stated that the item was docketed now in order to have the funds available for this construction season. The Chair stated that the Committee would meet on the item as soon as a project was ready to move forward in order not to delay any of the improvement projects. The Commissioner was comfortable with that, and Councilor Fuller moved hold on the item, which carried unanimously.

### **Referred to Zoning & Planning and Finance Committees**

#### **#115-16 Funding for Zoning Reform Phase 2**

HIS HONOR THE MAYOR requesting authorization to appropriate one hundred twenty five thousand dollars (\$125,000) from Free Cash and authorization to transfer the sum of two hundred thousand dollars (\$200,000) from the Planning Department's Full-time Salaries Account to the Planning Department's Consultants Account for the purpose of funding Zoning Reform Phase 2. [03/15/16 @ 4:52 PM]

**Zoning & Planning Held 8-0 on 03/28/16**

**Action: Finance Held 8-0**

**Note:** The Committee met jointly with the Zoning and Planning Committee to discuss the request to appropriate \$125,000 and transfer \$200,000 within the Planning Department's budget to fund the second phase of zoning reform. The City issued the Zoning Reform Request for Proposals and received responses from Town Planning & Urban Design Collaborative LLC (TPUDC) and Sasaki Associates, Inc. An evaluation committee with representatives from the Law Department, Planning & Development, Inspectional Services, the Zoning and Planning committee, reviewed both proposals and the committee chose Sasaki Associates. The Sasaki Associates proposal was 50% less than TPUDC, and although TPUDC ranked slightly higher, both companies are very close to each other in terms of quality of work. The evaluation committee felt that the slight difference in ranking was not worth the additional costs of choosing TPUDC.

Once the funds are approved, the City would enter into a contract with Sasaki Associates for a fee of \$325,000 for 18-month process that would result in a draft zoning ordinance. The funds to be transferred are available due to ongoing vacancies in the Planning & Development Department. There would still be funding in the Planning Department budget after the transfer to fill each vacant position tomorrow and fund them until the end of the fiscal year. Committee members asked for a list of current vacant positions and recently filled positions, which includes the length of vacancy for each listed position.

Some Councilors thought that the Administration had put aside \$150,000 in the Planning Department budget for the second phase of zoning reform. Comptroller David Wilkinson explained that as long as funds were not special appropriations, the Planning Department could use funds in its Consulting budget for other consulting services. Attached is a report of the June 22, 2016 joint meeting with the Zoning and Planning and Finance Committee, which states that a transfer of \$200,000 from the Planning Department's Salaries Account would be used to hire consultants in Fiscal Year 2016 including a consultant for the second phase of zoning reform. Subsequent to the meeting, Comptroller David Wilkinson provided the attached summary of the current year operating activity in the Planning Department's consulting budgets.

Members of the Zoning and Planning Committee voiced concern that they had not received the scope of work and proposals from either consultant and did not feel comfortable taking an action on the docket item without reviewing those materials. It was pointed out that zoning reform is one of the

most important issues that the Council will deal with over the next couple of years and the Councilors should be informed before making the decision to spend \$325,000. Councilor Albright moved hold in the Zoning and Planning Committee and Councilor Lappin moved hold in the Finance Committee. Both motions carried by unanimous votes. Councilors also asked when the report of the management review of Planning Department would be available to the City Council, as it would help inform budget discussions. Council Vice-president Lappin stated that she spoke with the Mayor regarding the report and he expects to release it to the Council in the next few weeks.

**#113-16 Grant of \$450,000 from MassDOT for Complete Streets**

HIS HONOR THE MAYOR requesting authorization to appropriate and expend four hundred fifty thousand dollars (\$450,000) in grant funds from the Mass Department of Transportation (Mass DOT) as part of their Complete Streets Program to develop a Complete Streets Prioritization Plan and the construction of projects in the plan and approved by Mass DOT. [03/15/16 @ 4:52 PM]

**Action:** Finance Approved 8-0

**Note:** Commissioner of Public Works Jim McGonagle presented the request for authorization to appropriate and expend a grant from the Massachusetts Department of Transportation (Mass DOT). Mass DOT is providing grant funds to communities with a Complete Street Program. Although the City has not completed a formalized Complete Street Program, the State is allowing the City to continue to develop that in tandem with the prioritization plan.

The City will receive \$50,000 to develop a Complete Streets Prioritization Plan and up to \$400,000 in funding for associated projects that are approved by Mass DOT. The Department of Public Works expects to submit 15 projects for State approval within the next fiscal year, as required by the grant.

The Committee asked that Commissioner McGonagle provide the Public Safety & Transportation Committee and the Public Facilities Committee with the draft Complete Streets Program and draft prioritization plan as soon as they are complete and before they are sent into Mass DOT for approval. The Commissioner agreed to do that and Councilor Ciccone moved approval, which carried by a vote of eight in favor and none opposed.

**#114-16 Assessment of sidewalk/driveway apron and/or curb betterments**

HIS HONOR THE MAYOR requesting approval of the following mentioned sidewalk/driveway apron and/or curb betterments; said betterments to be levied under the provisions of MGL Chapter 83, Sec. 26, authorizing the assessment of betterments for construction: [03/15/16 @ 4:52 PM]

Address	Owner Name	Book/Page	Sec/Block/Lot	Total Cost

1790 Commonwealth Ave	Ward Holan & Christine	05690/0426	4300080001	\$3,237.50
76 Annawan Road	Steven Weatherhead D.	059840/0001	550410004	\$3,237.50
88 Annawan Road	William & Stacie Baker	035754/0494	550410003	\$2,705.00
98 Annawan Road	Terrance McGouan	049883/0151	550410002	\$2,932.50
16 Balcarres Road	David Palmer	018594/0151	320500011	\$2,745.00
19 Balcarres Road	John & Mary Rugie	032712/0228	320500007	\$2,445.00
28 Balcarres Road	Robert Bransfield	036599/0119	320500010	\$2,900.00
28 Lenox Street	Jane Obaggy	023803/0516	320500010	\$2,055.00
98 Baldpate Hill Road	William Hahn	01454/0056	82026011	\$5,272.50
105 Baldpate Hill Road	Janice & Richard Lipof	01330/0136	820250058	\$3,745.00
30 Berwick Road	Philip & Heather Palmer	050134/0279	520170001	\$2,522.50
290 Central Street	Terence Farmer	036493/0409	430230015	\$2,055.00
295 Central Street	Leslie Whitham	026726/0513	430290011	\$2,055.00
315 Central Street	Neritan Mustafa	062468/00824	430290013	\$2,477.50
321 Central Street	Jeffrey & Elyssa Kotzen	059890/0436	430290013A	\$3,400.00
330 Central Street	James & Louise Corrigan	031392/0573	430240002	\$2,172.50
347 Central Street	Wendy Woodruff	035169/0526	430290015	\$3,615.00
348 Central Street	Joel Shames	022103/0426	430250004	\$2,587.50
29 Fern Street	Dennis Howard	053946/01964	430250008	\$2,867.50
51 Lake Ave	Marc Fogel	031370/0019	620080009	\$2,587.50
7 Leewood Road	Robert Jed	001074/0024	830220001	\$3,120.00

12 Leewood Road	Green Richard	001430/0079	830230009	\$5,467.50
15 Leewood Road	Pogany Eugene	01449/0086	8300220002	\$2,900.00
24 Leewood Road	Arthur Noonan III	000857/0075	830230007	\$2,770.00
274 Otis Street	Mary & Adam Kirsch	022239/0298	320500006	\$5,817.50
70 Varick Road	Susan R Hayman	049962/0362	550250018	\$2,347.50
362 Waban Ave	Steven & Peter Smith	049962/0362	420080002	\$3,505.00
				<b>\$83,542.50</b>

**Action:** Finance Approved 8-0

**Note:** Commissioner of Public Works Jim McGonagle presented the request to assess several curb betterments that total \$83,542.50 completed in 2015 at various locations in the City. Some of the betterments were done as part of Chapter 90 projects and some were done as part of the requested betterments list. The Commissioner informed the Committee that less than 100 betterments remain on the property owner requested betterment list. The Chair reminded the Committee that the threshold for betterments was raised from \$500 to \$2,000, which has resulted in a decrease of assessed betterments. With that, Councilor Ciccone moved approval of the item, which carried unanimously.

### Referred to Public Facilities and Finance Committees

**#117-16 \$2,700,000 for water main improvements**

HIS HONOR THE MAYOR requesting authorization to appropriate two million seven hundred thousand dollars (\$2,700,000) from bonded indebtedness for the purpose of funding water main improvements as part of the 10 year - \$40 million Capital Improvement Plan. [03/15/16 @ 4:51 PM]

**Public Facilities Approved 6-0 on 03/23/16**

**Action:** Finance Approved 8-0

**Note:** Commissioner of Public Works Jim McGonagle explained that this request is for \$2,700,000 for water infrastructure improvements as part of the ongoing plan to fire flow standards and enhance water quality. The docket item and letter state that it is a 10 year – \$40 million capital improvement plan but it is actually a 20 year - \$80 million plan.

The Commissioner informed the Committee that the Department of Public Works is investigating a new interest free loan program being offered by the Massachusetts Water Resource Authority (MWRA) to remove lead pipes from municipal water systems. The City does not have lead

water mains but there are lead joints and house connections that the City could remove through this type of program.

Councilor Fuller moved approval of the item, which carried unanimously.

**Chair's Note:** The Committee discussed the latest cost estimates provided by the design team for the Fire Station #3/Headquarters Project. Chief of Staff/Chief Financial Officer Maureen Lemieux could not attend the meeting but will put together a memo (attached) detailing the possible funding sources for the shortfall in the project budget. She will also be available to discuss the funding sources at the Council meeting on April 4, 2016.

Commissioner Morse reviewed the information attached to the agenda on the reasons for the increased cost of the project, which went from an estimate of \$18.5 million to \$20.5 million between May 2015 and now. The information also included a list of areas where the design team was able to reduce some costs without compromising the project. These reductions include items that the designers added but not requested by the City, lowered equipment costs, and recommendations by the City's Design Review Committee to simplify mechanicals and mechanical controls. The Commissioner, the Design Review Committee, and the design team intend to continue to look at all aspects of the project to reduce costs. The Commissioner added that the project would not go out to bid until he feels the project design is correct.

The City Council is being asked to approve \$3.4 million to complete the design to develop firm cost estimates and release early site packages for steel, foundations, site work, and demolition. If the Council approves the requested funds, the City is locked into the footprint of the planned buildings and the scope of the project. The Design Review Committee reviewed the early bid packages and provided the attached letters and notes from their meeting on January 27, 2016.

The Committee discussed the proposed driveway with an egress onto Centre Street. There was a suggestion that the design team should reconsider moving the egress for Station #3 to Centre Street due to the grade change and the proposed heated driveway. It would be safer due to the speed of traffic on Centre Street, there would be no need for a heated driveway, and there would not be a slope. Commissioner Morse pointed out that the grade of the driveway is not 18' as stated at the Public Facilities Committee meeting but is a 9' elevation change up to Centre Street. In addition, having the driveway exit onto Centre Street would improve response time. The Fire Department would have the ability to flush the intersections between Commonwealth Avenue and Beacon Street. Currently, the fire trucks exit onto Willow Street and have a blind look on the crosswalk located at the end of Willow Street. There are also times that the trucks drive the wrong way on Willow Street because traffic is backed up. There is a tremendous desire to create drive through bays versus reversing trucks into the station, which the Centre Street exit allows. (The attached order of magnitude estimate from Commodore Builders on the cost savings associated with removing the driveway was received after the meeting.)



The heated driveway seems like a reasonable option to deal with snow on the driveway but there is concern that if the station loses power in the winter, the generator would not work, and the trucks would not be able to get out of the station. There was discussion at the Public Facilities Committee meeting regarding the possibility of adding an emergency generator for the heated driveway but it is cost prohibitive. The Fire Chief and Josh Morse came up with a solution if there is a power loss. In the event of a power outage, the trucks would be turned and would use Willow Street as an exit.

The Committee concluded the discussion on the Fire Station Project with the understanding that Maureen Lemieux would join the City Council on April 4, 2016 to discuss the financing.

All other items before the Committee were held without discussion and the Committee adjourned at 9:10 PM. Draft Council Orders for the above items that are recommended for City Council action are attached.

Respectfully submitted,

Leonard J. Gentile, Chair

CITY OF NEWTON

IN CITY COUNCIL

2016

ORDERED:

That, in accordance with the recommendation of the Finance Committee through its Chairman Leonard J. Gentile, the sum of forty-five thousand dollars (\$45,000) be and is hereby appropriated from Free Cash for the purpose of providing funding to the Charter Commission for expenses and to hire a consultant.

From:	Free Cash (01-3497).....	\$45,500
	Part-time Salaries	
To:	Consulting (C108004-5301) .....	\$30,000
	Part-time Salaries (C108004-211101) .....	\$4,500
	Printing (C108004-5342) .....	\$10,000
	Office Supplies (C108004-5420) .....	\$1,000
	[02/11/16 @ 4:24 PM]	

Under Suspension of Rules  
Readings Waived and Adopted

(SGD) DAVID A. OLSON  
City Clerk

(SGD) SETTI D. WARREN  
Mayor

Date \_\_\_\_\_

LAW DEPARTMENT MEMORANDUM

To: Kelly Brown, Workers Compensation and Safety Manager  
From: Marie Lawlor, Assistant City Solicitor, and Newton Retirement Board Counsel  
Date: March 31, 2016  
RE: [REDACTED] - Workers' Compensation Offset for Disability Retirees

---

As requested, the this memorandum is provided to 1) explain in general the workers compensation offset for disability retirees required by MGL c. 32; and 2) to provide an explanation of the Retirement Board's offset calculation in the case of [REDACTED].

**1) In general:** The Workers Compensation benefit offset is governed by MGL c. 32, §14 (2), and applies where a member receiving a retirement allowance for disability also receives workers compensation account of the same injury. A Chapter 32 retirement allowance is made up of two portions: the pension portion, and the annuity portion. The statute provides that the workers compensation payment is offset against and payable in lieu of the pension portion of the retirement allowance for the period for which the workers compensation payments are allocated. Only workers compensation benefits received under certain sections of the workers compensation statute are subject to offset. (Those sections are MGL c. 152 §§ 31, 34, 34A, 34B, 35 and 35A).

Chapter 32, §14 (2) provides the offset formula (the retirement office is responsible for the actual calculation for each affected member):

1. If the pension portion exceeds the workers compensation payable, the excess only shall be paid as a pension so long as the workers compensation continues.

Ex. Retiree's monthly disability retirement allowance is \$1100.00, comprised of a pension portion of \$600 and an annuity portion of \$500. The retiree receives monthly workers compensation payment of \$400, which is offset against the \$600 pension portion. Retiree will receive from the retirement system \$200 of his pension portion, plus his full annuity portion of \$500, for a total of \$700.

2. If the pension portion is less than or equal to the workers compensation, no pension portion is paid so long as the workers compensation continues.

Ex. Retiree's monthly disability retirement allowance is \$1100.00, comprised of a pension portion of \$600 and an annuity portion of \$500. This time the retiree receives monthly workers compensation payment of \$650, which is greater than the pension portion. No pension portion is payable to the retiree, but the retiree will continue to receive his annuity portion of \$500 from the Retirement System.

The offset also applies where the retiree receives delayed or increased workers compensation payments (such as from a retroactive award) attributable to a period during which he received any portion of the pension portion of the disability benefit. The offset amount, calculated by the retirement office for the period attributable to the retroactive payment as if there had been no delay, must be paid back into the retirement system.

2) [REDACTED] **offset:** Kelly Byrne, Director of the Newton Retirement System, provides the following offset calculation information specific to [REDACTED] case.

Mr. DiStefano was retired for accidental disability retirement effective 1/2/2013. The pension portion of his disability allowance has been completely offset for the period of 1/1/2014 to date and partially offset for the period of 1/2/2013 to 12/31/2013 based on actual workers compensation benefits received to date.

The most recent order for workers compensation benefits (section 34A) covers a period of his partially offset pension payments from 7/2/2013 to 12/31/2013. During this period Mr. DiStefano's monthly disability allowance was comprised of annuity \$590.19 and pension \$318.27. Therefore he must reimburse the "Newton Retirement System" the pension portion received from 7/18/13 to 12/31/13 in the amount of \$1,735.13\*.

7/18/13 to 7/31/13	$318.27/31 \text{ days} \times 14 \text{ days} =$	\$ 143.78
8/1/13 to 12/31/13	$318.27 \times 5 \text{ months} =$	<u>1,591.35</u>
Total due Newton Retirement System:		\$1,735.13

CITY OF NEWTON

IN CITY COUNCIL

2016

ORDERED:

That, in accordance with the recommendation of the Finance Committee through its Chairman Leonard J. Gentile, authorization to settle a claim of twenty thousand six hundred thirty-one dollars and ninety-seven cents (\$20,631.97) from the Workers' Compensation Fund as ordered by the Department of Industrial Accidents, be and is hereby approved.

Under Suspension of Rules  
Readings Waived and Approved

(SGD) DAVID A. OLSON  
City Clerk

(SGD) SETTI D. WARREN  
Mayor

Date \_\_\_\_\_



SETTI D. WARREN  
MAYOR

City of Newton, Massachusetts  
Office of the Mayor

#116-16

Telephone  
(617) 796-1100

Facsimile  
(617) 796-1113

TDD/TTY  
(617) 796-1089

E-mail  
swarren@newtonma.gov

April 1, 2016

Honorable City Council  
Newton City Hall  
1000 Commonwealth Avenue  
Newton, MA 02459

RECEIVED  
Newton City Clerk  
2016 APR - 1 PM 1:37  
DAVID A. OLSON, OMC  
Newton, MA 02459

Ladies and Gentlemen:

I write to request that your Honorable Council amend Docket Item #116-16 *Additional funding for Aquinas Window Project HIS HONOR THE MAYOR requesting authorization to appropriate three hundred eighteen thousand two hundred sixty dollars (\$318,260) from a transfer from the Capital Stabilization fund to provide additional funding for the Aquinas Window Project. [03/15/16 @ 4:52 PM]* by replacing the sum of three hundred eighteen thousand two hundred sixty dollars (\$318,260) with the sum of three hundred ninety seven thousand eight hundred dollars (\$397,800).

Thank you for your consideration of this matter.

Very truly yours,

Setti D. Warren  
Mayor

1000 Commonwealth Avenue Newton, Massachusetts 02459

[www.newtonma.gov](http://www.newtonma.gov)



DEDICATED TO COMMUNITY EXCELLENCE

3/16/2016

	Funds Required	Spent to date
Aquinas Breakdown of Funds	<b>17,350,000.00</b>	<b>17,350,000.00</b>
Purchase	15,350,000.00	15,350,000.00
Fuel Adjustment to Sisters	13,952.56	13,952.56
Taxes and Recording Fee	45,101.06	45,101.06
Design/ CA Fee	236,482.63	161,482.63 * includes pending invoice for \$54,000
Pre-School Feasibility	20,000.00	
Construction	1,983,110.00	
5% Contingency	99,155.50	
	<hr/>	<hr/>
	(397,801.75)	1,779,463.75
 Current Request	 <b>397,800.00</b>	

**AQUINAS WINDOW PROJECT BUDGET**

3/16/2016

<b>BIDDER</b>	<b>BID</b>	<b>5% CONTINGENCY</b>	<b>ADDITIONAL DESIGN/CA FEE</b>	<b>CONTAMINATED SOIL REMOVAL</b>	<b>CURRENT ACCOUNT FUNDING BALANCE</b> <small>(after payment of balance of original design fees expenses)</small>	<b>ADDITIONAL FUNDING REQUIRED</b>
GVW	\$ 1,782,000	\$ 91,900	\$ 75,000	\$ 56,710	\$ 1,759,464	\$ 246,146
JJ CARDOSI	\$ 1,926,400	\$ 99,157	\$ 75,000	\$ 56,710	\$ 1,759,464	\$ 397,803



CITY OF NEWTON

IN CITY COUNCIL

2016

ORDERED:

That, in accordance with the recommendation of the Public Facilities and the Finance Committees through their respective Chairmen Deborah J. Crossley and Leonard J. Gentile, the sum of three hundred ninety-seven thousand eight hundred dollars (\$397,800) be and is hereby appropriated from the Capital Stabilization Fund for the purpose of providing additional funding for the Aquinas Window Project.

FROM:	CSF – Override Projects (39A104-593031).....	\$397,800
TO:	Aquinas Window Project (31Q1999A-52407).....	\$397,800

Under Suspension of Rules  
Readings Waived and Approved

(SGD) DAVID A. OLSON  
City Clerk

(SGD) SETTI D. WARREN  
Mayor

Date \_\_\_\_\_

Facilities Committees have reviewed the improvements and approved the \$1.2 million dollars for traffic improvements to Auburndale Square.

The review process in both Committees included neighborhood input. There has been discussion regarding whether the traffic light at Melrose Street and Commonwealth Avenue should be removed. The traffic consultants feel that the light enhances the traffic improvement plan. There is some concern related to the proposed concurrent pedestrian crossing phase at Auburndale Square, which would allow pedestrians to cross at the same time as the green light in the same direction. Concurrent pedestrian crossings are used at other locations in the City including West Newton Square. Some neighbors would prefer an exclusive phase pedestrian crossing where all lights turn red during the crossing phase. When the signals are installed, the City will be using the concurrent phasing crossing but if there is any problem, it can easily be switched to an exclusive phasing crossing. Ald. Sangiolo joined the Committee for the discussion and suggested that the Administration should consult with the Commission on Disability on the crossings. It was pointed out that the proposed pedestrian crossings in Auburndale Square are shorter due to the increase in the size of the traffic island.

Once the final design for the project is complete, the Public Facilities Committee will review the design. With that Ald. Fuller moved approval of #129-15A, which carried by a vote of seven in favor and none opposed.

#158-15      HIS HONOR THE MAYOR requesting an increase in the Fiscal Year 2016 annual expenditure limit of the Newtonville Area Council revolving fund from \$2,500 to \$10,000 in order cover the funds and expenses related to Newtonville Village Day. [06/10/15 @ 2:23 PM]

**ACTION:**      **APPROVED 7-0**

**NOTE:**      The Board of Aldermen recently authorized the creation of a revolving fund for the Newtonville Area Council with a limit of \$2,500. The Newtonville Area Council has requested an increase in the expenditure limit to \$10,000 to cover expenses related to Newtonville's Village Day. The Committee had no problem with increasing the expenditure limit as the area council collects and expends all money that comes into the account. Ald. Rice moved approval, which carried unanimously.

**REFERRED TO ZONING & PLANNING AND FINANCE COMMITTEES**

#161-15      HIS HONOR THE MAYOR requesting authorization to transfer the sum of two hundred ten thousand dollars (\$210,000) from the Planning & Development Department Salaries Account to the Planning & Development Department Consultants Account for the purpose of funding \$10,000 for the Newton Center Parking Study with the remaining amount to be available for consultants in Fiscal Year 2016. [06/15/15 @ 3:30 PM]

**ZONING & PLANNING APPROVED 6-0 on 06/22/15**

**ACTION:**      **APPROVED 7-0**

**NOTE:** The Committee met jointly with the Zoning and Planning Committee to discuss the transfer of funds from the Planning and Development salaries line item to the consultant's line item. The funds would be used to reimburse the Planning Department budget for the \$10,000 expended from that budget for the Newton Center Parking Study in Fiscal Year 2015. The study started in May in order to collect the parking data while school was in session. The remaining \$200,000 would be used to hire consultants in Fiscal Year 2016 once the funds are carried over to that budget. Chief of Staff Maureen Lemieux explained that the Administration wanted to dedicate the 2015 salary savings in the Planning Department's budget to hire consultants to further the City's planning initiatives instead of having those funds move to Free Cash at the end of the fiscal year.

Members of both Committees asked how the \$200,000 would be spent in the upcoming fiscal year. Chief of Staff Maureen Lemieux and Acting Planning Director James Freas expect that the funds would be used for the second phase of zoning reform and studies related to housing and transportation. The Chair of the Zoning and Planning Committee requested that the Committee receive a monthly update on how the \$200,000 is being expended. With that, Ald. Sangiolo moved approval in the Zoning and Planning Committee, which carried unanimously. Ald. Ciccone moved approval in the Finance Committee, which carried unanimously.

**Chairman's Note:** The Committee received updates on the Angier and Zervas Project budgets.

### **Angier Elementary School Project**

The Angier Project is well on its way to completion. The project is on schedule and, at this point, on budget. The City is in the process of getting its first change order, which is a \$10,000 credit to the City. The project manager and the construction manager understand the need to stay on budget and limit change orders.

There have been no changes to the scope of the project. The students and teachers are expected to move into the new school during the winter break. The School Department has ordered crates for teachers to pack and store supplies in preparation for the move. The crates are expected to be used for the Zervas School project moves.

Committee members asked if the Angier School Building Committee (ASBC) completed its scope of work. Ms. Lemieux believes that there are still some small tasks to accomplish for the ASBC is disbanded. The contractor is meeting monthly with the neighbors to answer any questions and address any concerns.

The bids for the offsite work came in \$150,000 over the estimated budget. The Administration is looking at ways to reduce the scope of the project. The bid included allowances for benching in landscaping, which could be scaled back with no impact to the improvements. It was pointed out that there was a significant amount of money in the project budget for offsite improvements. Ms. Lemieux explained that the offsite work included the construction of a wall along the MBTA tracks. The Chair asked for the cost of the wall and if it was on budget. Ms. Lemieux did not have the information available but will provide it.

## CITY OF NEWTON, MASSACHUSETTS

#115-16

## GENERAL FUND

## SUMMARY OF CURRENT YEAR OPERATING ACTIVITY

## PLANNING DEPARTMENT CONSULTING ACCOUNTS

July 1, 2015 - March 31, 2016

	Planning <u>Administration</u>	Economic <u>Development</u>	Total <u>Planning Consulting</u>
Original FY 2016 budget	\$ 75,000.00	\$ 10,000.00	\$ 85,000.00
6/30/2015 Continued appropriations {1}	353,541.19	14,693.20	368,234.39
Budget transfer - postage	(7,834.39)	-	(7,834.39)
Budget transfer - subscriptions	-	(5,004.00)	(5,004.00)
<b>Consulting Budget as amended</b>	<b><u>420,706.80</u></b>	<b><u>19,689.20</u></b>	<b><u>440,396.00</u></b>
YTD expenditures:			
RKG Associates Inc. (Housing Needs Analysis)	95,006.80	1,646.80	96,653.60
Sasaki (Planning Management & Organization Analysis)	58,725.00	-	58,725.00
Northeastern University (Newton Benchmarking Study)	8,500.00	-	8,500.00
Nelson/Nygaard (Transportation Strategy)	56,270.60	-	56,270.60
Nelson/Nygaard (Newton Centre Parking Study)	47,570.00	-	47,570.00
RKG Associates Inc. (Austin St Fiscal & Economic Analysis)	13,075.00	-	13,075.00
<b>Total YTD expenditures</b>	<b><u>279,147.40</u></b>	<b><u>1,646.80</u></b>	<b><u>280,794.20</u></b>
Outstanding encumbrances:			
RKG Associates Inc. (Housing Strategy)	-	13,046.40	13,046.40
Sasaki (Planning Management & Organization Analysis)	3,475.00	-	3,475.00
Nelson/Nygaard (Transportation Strategy)	92,454.40	-	92,454.40
Nelson/Nygaard (Newton Centre Parking Study)	10,000.00	-	10,000.00
Nelson/Nygaard (Austin St Fiscal & Economic Analysis)	2,850.00	-	2,850.00
<b>Total Outstanding encumbrances</b>	<b><u>108,779.40</u></b>	<b><u>13,046.40</u></b>	<b><u>121,825.80</u></b>
<b>Available Balance</b>	<b><u>\$ 32,780.00</u></b>	<b><u>\$ 4,996.00</u></b>	<b><u>\$ 37,776.00</u></b>

{1} 6/30/2015 Continued appropriation consists of:

Original FY 2015 consulting line items	\$ 85,000.00
6/30/2014 continued appropriations - consulting	133,834.67
Supplemental FY 2015 consulting appropriations	210,000.00
Planning expense budget transfers	8,201.72
Consulting expenditures	<u>(68,802.00)</u>
6/30/2015 Continuing appropriation	<u>\$ 368,234.39</u>

CITY OF NEWTON

IN CITY COUNCIL

2016

ORDERED:

That, in accordance with the recommendation of the Finance Committee through its Chairman Leonard J. Gentile, His Honor the Mayor is hereby authorized to accept and expend up to four hundred fifty thousand dollars (\$450,000) from the Massachusetts Department of Transportation (MassDOT) as part of their Complete Streets Program Grant to be used by the Department of Public Works to develop a Complete Streets Prioritization Plan and for construction projects included in the prioritization plan and approved by MassDOT.

Under Suspension of Rules  
Readings Waived and Approved

(SGD) DAVID A. OLSON

City Clerk

(SGD) SETTI D. WARREN

Mayor

Date: \_\_\_\_\_

CITY OF NEWTONIN CITY COUNCIL

2016

## ORDERED:

That, in accordance with the recommendation of the Commissioner of Public Works and the Finance Committee through its Chairman Leonard J. Gentile, the following mentioned sidewalk/driveway apron and/or curb betterments to be graded and constructed and assessments to be levied under the provisions of MGL Chapter 83, Sec. 26, be and are hereby authorized:

Address	Owner Name	Book/Page	Sec/Block/Lot	Total Cost
1790 Commonwealth Ave	Ward Holan & Christine	05690/0426	4300080001	\$3,237.50
76 Annawan Road	Steven D. Weatherhead	059840/0001	550410004	\$3,237.50
88 Annawan Road	William & Stacie Baker	035754/0494	550410003	\$2,705.00
98 Annawan Road	Terrance McGouan	049883/0151	550410002	\$2,932.50
16 Balcarres Road	David Palmer	018594/0151	320500011	\$2,745.00
19 Balcarres Road	John & Mary Rugie	032712/0228	320500007	\$2,445.00
28 Balcarres Road	Robert Bransfield	036599/0119	320500010	\$2,900.00
28 Lenox Street	Jane Obaggy	023803/0516	320500010	\$2,055.00
98 Baldpate Hill Road	William Hahn	01454/0056	82026011	\$5,272.50
105 Baldpate Hill Road	Janice & Richard Lipof	01330/0136	820250058	\$3,745.00
30 Berwick Road	Philip & Heather Palmer	050134/0279	520170001	\$2,522.50
290 Central Street	Terence Farmer	036493/0409	430230015	\$2,055.00
295 Central Street	Leslie Whitham	026726/0513	430290011	\$2,055.00

315 Central Street	Neritan Mustafa	062468/00824	430290013	\$2,477.50
321 Central Street	Jeffrey & Elyssa Kotzen	059890/0436	430290013A	\$3,400.00
330 Central Street	James & Louise Corrigan	031392/0573	430240002	\$2,172.50
347 Central Street	Wendy Woodruff	035169/0526	430290015	\$3,615.00
348 Central Street	Joel Shames	022103/0426	430250004	\$2,587.50
29 Fern Street	Dennis Howard	053946/01964	430250008	\$2,867.50
51 Lake Ave	Marc Fogel	031370/0019	620080009	\$2,587.50
7 Leewood Road	Robert Jed	001074/0024	830220001	\$3,120.00
12 Leewood Road	Green Richard	001430/0079	830230009	\$5,467.50
15 Leewood Road	Pogany Eugene	01449/0086	8300220002	\$2,900.00
24 Leewood Road	Arthur Noonan III	000857/0075	830230007	\$2,770.00
274 Otis Street	Mary & Adam Kirsch	022239/0298	320500006	\$5,817.50
70 Varick Road	Susan R Hayman	049962/0362	550250018	\$2,347.50
362 Waban Ave	Steven & Peter Smith	049962/0362	420080002	\$3,505.00
				<b>\$83,542.50</b>

Under Suspension of Rules  
Readings Waived and Approved

(SGD) DAVID A. OLSON  
City Clerk

(SGD) SETTID. WARREN  
Mayor

Date \_\_\_\_\_

CITY OF NEWTON

IN CITY COUNCIL

2016

ORDERED:

That, for the purpose of funding the costs of implementation of water main improvements and for the payment of all costs incidental and related thereto, there is hereby appropriated the sum of two million seven hundred thousand dollars (\$2,700,000), which amount shall be borrowed under and pursuant to Chapter 44, Section 8(5) of the General Laws, or pursuant to any other enabling authority.

Under Suspension of Rules  
Readings Waived and Adopted

(SGD) DAVID A. OLSON  
City Clerk

(SGD) SETTI D. WARREN  
Mayor

Date: \_\_\_\_\_





SETTI D. WARREN  
MAYOR

City of Newton, Massachusetts  
Office of the Mayor

#89-16

Telephone  
(617) 796-1100

Facsimile  
(617) 796-1113

TDD/TTY  
(617) 796-1089

E-mail  
swarren@newtonma.gov

To: Councilor Leonard Gentile, Chairman, Finance Committee  
Members of the Honorable City Council

From: Maureen Lemieux, Chief Financial Officer

Subject: Fire Station 3/Headquarters Project

Date: April 1, 2016

RECEIVED  
Newton City Clerk  
2016 APR - 1 PM 1:37  
David A. Olson, Clerk  
Newton, MA 02459

As you know, the current cost estimate for the Station 3/Headquarters Project approximates \$20.5 million, an increase of \$2 million since the most recent estimate of May 2015. There are three key categories that contributed to this cost increase:

- Protection of Emergency Communications - \$828,000
- Scope Adds - \$1,285,000
- Higher than Anticipated Costs - \$785,000

**Protection of Emergency Communications - \$828,000**

Communication tower and associated equipment:	\$601,000
Protection of existing emergency communications:	\$227,000

**Communication tower and associated equipment: \$601K**

The tower and supporting equipment was originally assumed to be able to be reused. This assumption was incorrect, as the equipment and tower are well beyond their useful life, and have since been evaluated to be in a condition not worthy of continued use.

**Protection of existing emergency communications: \$227K**

\$227K added in general requirements to allow for a phased add/reno, which allows for the critical emergency communications equipment to be protected/sustained throughout the project. It was assumed last May that savings could be achieved, by the setup of an onsite temporary emergency communications trailer. This actually proved to be more expensive, and yielded a higher potential for loss of emergency communications.

1000 Commonwealth Avenue Newton, Massachusetts 02459

www.newtonma.gov



DEDICATED TO COMMUNITY EXCELLENCE

**Scope Adds - \$1,285,000**

<b>Temporary operations site scope add:</b>	<b>\$273,000</b>
<b>Alerting/Security System scope add:</b>	<b>\$220,000</b>
<b>Emergency Operations Center and Dispatch expanded scope:</b>	<b>\$150,000</b>
<b>Traffic scope add:</b>	<b>\$ 80,000</b>
<b>Elevator scope add:</b>	<b>\$ 45,000</b>
<b>Emergency generator scope add:</b>	<b>\$275,000</b>
<b>Plymovent scope add:</b>	<b>\$ 70,000</b>
<b>Foundation of old Fire Station found:</b>	<b>\$100,000</b>
<b>UST removal costs not assumed to be part of this project:</b>	<b>\$ 72,000</b>

**Temporary operations site scope add: \$273K**

Additional costs are associated with the temporary Fire Station now being located on site, as opposed to on the street as assumed last May. The added construction costs are from moving money for this work from soft costs, to the construction line item.

**Alerting/Security system scope add: \$220K**

These systems were expanded significantly to meet the needs of the NFD. Over the past year, the needs of the NFD have evolved to include intrusion alarm, security cameras, and access control. We realized that the addition/expansion of the critical communication, IT, and emergency support functions resulted in the need for an expanded security scope.

**Emergency Operations Center and Dispatch expanded scope: \$150K**

The cost of providing a 21st century EOC has been proven to be more expensive than previously thought. The backup dispatch scope was expanded to allow for 4 dispatch workstations. This was done based on the evaluation of the current Police HQ, and its lack of projected resiliency in emergency situations.

**Communication tower and associated equipment: \$601K**

The tower and supporting equipment was originally assumed to be able to be reused. This assumption was incorrect, as the equipment and tower are well beyond their useful life, and have since been evaluated to be in a condition not worthy of continued use.

**Traffic scope add: \$80K**

Traffic work outside of the project boundaries was not carried in the estimate last May. However, over the past year, it has become increasingly obvious that this work is needed to provide for timely emergency response.

**Elevator scope add: \$45K**

Last May, it was assumed that a two stop elevator would suffice. Since that time, it has been determined that an additional stop will be required based on the latest building design.

**Emergency generator scope add: \$275K**

Last May it was assumed that we could cover critical electrical loads with a much smaller emergency generator, and associated distribution equipment. With a renewed look at how critical this facility is to public safety throughout Newton, it was determined that a vast majority of electrical loads needed to be covered by emergency power.

**Plymovent scope add: \$70K**

With the addition of NFD apparatus, an expanded scope of vehicle carbon monoxide removal systems became necessary.

**Foundation of old Fire Station found: \$100K**

Based on existing plans, this did not exist. Exploratory work since last May resulted in the finding.

**UST removal costs not assumed to be part of this project: \$72K**

Early on it was assumed that the underground fuel storage tanks would be removed by the City using alternate funding sources.

**Higher than Anticipated Costs - \$785,000**

<b>Construction Manager costs:</b>	<b>\$175,000</b>
<b>Additional escalation:</b>	<b>\$245,000</b>
<b>Demo/Abatement bids:</b>	<b>\$165,000</b>
<b>Site work costs:</b>	<b>\$200,000</b>

**Construction Manager costs came in higher than expected: \$175K**

All firms submitted higher than anticipated CM costs. This was likely due to project complexity and bid climate.

**Additional escalation: \$245K**

MWRA easement negotiations resulted in a 7 month delay in bidding the project.

**Demo/Abatement bids came in higher than expected: \$165K**

This was a result of the delays mentioned above, and a bullish construction market.

**Site work costs higher than SD estimate: \$200K**

Storm water retention requirements expanded to meet increased impervious surfaces. Porous asphalt was required to meet storm water needs. There was a significant expansion of electrical duct bank to meet changes in emergency and normal power load requirements, as well as emergency generator location.

---

Although these three categories total \$2.9 million, through repeated project cost reviews approximately \$900,000 has been reduced from the project.

Understandably, some members of the Council worry, "how will we pay for any additional expenditure on Station 3?"

As I told the members of Finance recently we have 2 things that have changed in the last few months.

1. As you know, the FY2017-FY2021 C.I.P. presented in October 2015 anticipated bonding not only the \$18.5 million for Station 3/ Headquarters, but also anticipated bonding \$1.35 million for “smart” parking meters. As we have discussed with the members of the Council who have been able to attend the Mayor’s “Budget Input Sessions” we are pleased to report that we will be able to deploy “smart, phone-app-based technology” to allow our parking patrons to “pay-by-phone” without changing the parking meter heads. Consequently, we no longer need to bond that \$1.35 million.
2. Additionally, we received a \$3.6 million premium on our bond sale in January. I had hoped to use that to reduce the amount of bonding that we will do next year, but certainly it is available for this project.

As a result of these two recent developments, I do not anticipate that there will be anything that we will not do as a result of increased costs for the Station 3/Headquarters Project.

That being said, I would like to assure you, Mr. Chairman, as well as each and every one of your colleagues, that we will do everything within our power to bring this project in at considerably less than the current estimate of \$20.5 million.

Additional items included in this packet are as follows:

- a letter signed by Ellen Light and Peter Barrer, Design Review Committee, in support of the early release bidding package,
- Notes from the January 27, 2016 Design Review Committee Meeting, and
- A letter from Fire Chief Bruce Proia enumerating the reasons supporting opening the drive onto Centre Street.

If you have any further questions, please do not hesitate to contact me.



Design Review Committee  
PUBLIC BUILDINGS DEPARTMENT  
Arthur Cohen, Chairman  
Joshua R. Morse, Commissioner  
Telephone (617) 796-1600  
FAX (617) 796-1601  
TTY: (617) 796-1089  
52 Elliot Street  
Newton Highlands, MA 02461-1605

Setti D. Warren  
Mayor

Honorable Board of Aldermen  
City of Newton  
1000 Commonwealth Avenue  
Newton Centre, MA 02459

30 March 2016

RE: Fire Station #3 and Fire Headquarters Project

SUBJECT: Early Release Bidding Package

Honorable City Council:

On Wednesday, 27 January 2016 the Design Review Committee met and reviewed the Construction Documents for the project's proposed Early Release Bid package as presented by Schwartz/Silver Architects on behalf of the Newton Fire Department and Public Buildings Department for the above referenced project.

The project, through its Construction Manager, Commodore Builders, plans to bid and procure several scopes of work, ahead of bidding the Main GM for the project. The project intends to bid the following scopes of work early: Site; Civil; Asbestos Abatement; Demolition; Concrete Foundations and Structural Steel. With this approach, Commodore plans to get a head start on the project's structural work, including fabrication of structural steel, which supports Commodore's plan to erect and enclose the new Fire Station #3 and Connector structures by the end of 2016.

Based on the review and discussion of the proposed design documents and with the requirement that the identified items in the January 27, 2016 Meeting Minutes are or will be addressed in the Main GMP construction documents, in accordance with Section 5-54 of the City Ordinances, the Design Review Committee voted to certify to the Commissioner of Public Buildings that the plans and specifications for the Early Release Bid Package substantially meet the program requirements of the project.

The Design Review Committee certifies that to the best of the Committee's belief and understanding, the Early Release Bid Documents produced by Schwartz/Silver Architects substantially meet the program of the Fire Headquarters and Station #3 project. The DRC recommends that the Early Release Bid Package documents be prepared and bid in accordance with requirements of Chapter 149A.

Sincerely,

Ellen Light, AIA, LEED AP BD+C

Peter J. Barrer

Design Review Committee Co-Chairs

CC: Joshua R. Morse, Commissioner of Public Buildings  
Dori Zaleznik, Chief Administrative Officer  
Maureen Lemieux, Chief of Staff/CFO  
Bruce Proia, Fire Chief

City of Newton



Design Review Committee  
PUBLIC BUILDINGS DEPARTMENT  
Arthur Cohen, Chairman  
Joshua R. Morse, Commissioner  
Telephone (617) 796-1600  
FAX (617) 796-1601  
TTY: (617) 796-1089  
52 Elliot Street  
Newton Highlands, MA 02461-1605

Setti D. Warren  
Mayor

Honorable Board of Aldermen  
City of Newton  
1000 Commonwealth Avenue  
Newton Centre, MA 02459

30 March 2016

RE: Fire Station #3 and Fire Headquarters Project

SUBJECT: Early Release Bidding Package

Honorable City Council:

On Wednesday, 27 January 2016 the Design Review Committee met and reviewed the Construction Documents for the project's proposed Early Release Bid package as presented by Schwartz/Silver Architects on behalf of the Newton Fire Department and Public Buildings Department for the above referenced project.

The project, through its Construction Manager, Commodore Builders, plans to bid and procure several scopes of work, ahead of bidding the Main GM for the project. The project intends to bid the following scopes of work early: Site; Civil; Asbestos Abatement; Demolition; Concrete Foundations and Structural Steel. With this approach, Commodore plans to get a head start on the project's structural work, including fabrication of structural steel, which supports Commodore's plan to erect and enclose the new Fire Station #3 and Connector structures by the end of 2016.

Based on the review and discussion of the proposed design documents and with the requirement that the identified items in the January 27, 2016 Meeting Minutes are or will be addressed in the Main GMP construction documents, in accordance with Section 5-54 of the City Ordinances, the Design Review Committee voted to certify to the Commissioner of Public Buildings that the plans and specifications for the Early Release Bid Package substantially meet the program requirements of the project.

The Design Review Committee certifies that to the best of the Committee's belief and understanding, the Early Release Bid Documents produced by SchwartzSilver Architects substantially meet the program of the Fire Headquarters and Station #3 project. The DRC recommends that the Early Release Bid Package documents be prepared and bid in accordance with requirements of Chapter 149A.

Sincerely,

Ellen Light, AIA, LEED AP BD+C

  
Peter J. Barre

Design Review Committee Co-Chairs

CC: Joshua R. Morse, Commissioner of Public Buildings  
Dori Zaleznik, Chief Administrative Officer  
Maureen Lemieux, Chief of Staff/CFO  
Bruce Proia, Fire Chief



City of Newton  
Fire Station # 3 and Headquarters Project



Notes from the January 27, 2016 Design Review Committee Meeting

Design Review Committee Attendees:	Other Attendees:
Marc Resnick Peter Barrer Tom Gloria Ellen Light Jonathan Kantar	Alex Valcarce – Public Buildings Dept. Tommy Rooney – Public Buildings Dept. Chief Bruce Proia – Fire Dept. Bryan Jarvis – Compass Project Management Jon Traficonte – Schwartz/Silver Architects (SSA) Nelson Liu – Schwartz/Silver Architects (SSA) Rick Metcalf - BVH James Apodoca – Commodore Builders

*See attached sign-in sheet.*

**Agenda Topics:**

- Fire Headquarters and Station #3 project update; Review of 60% Construction Documents

**Fire Headquarters and Station #3 Project:**

On Wednesday January 27, 2016 at 7:00PM, the City of Newton's Design Review Committee (DRC), Compass Project Management and Schwartz/Silver Architects' design team met at the City of Newton Public Library's 2<sup>nd</sup> Floor Trustee's Room, to review and discuss the Fire Headquarters and Fire Station 3 project. The objectives of the meeting were to provide a project status update, discuss the DRC's preliminary review comments of the project's 60% Construction Documents and proposed Early Release Bid Package.

**Design Review:**

John Traficonte from SchwartzSilver gave a brief update regarding the exterior metal panel system. SSA presented a sample of the Knight Wall System. John Traficonte also presented the findings in the report from PACE. The report indicates that the thickness of the building's closed cell spray insulation might be able to be reduced. SSA will continue to research.

- The DRC recommended SSA look for research regarding a lower indoor temperature of 68 degrees. The studies presented were all for research done at 70 degrees or higher.
- The DRC requested the SSA provide a brief Sustainable Design Narrative highlighting the sustainable features of the design in general. SSA to provide.
- It was noted that this project is not pursuing a LEED accreditation and that the City did not provide a Sustainability Standard for the project.

### **Response to DRC comments regarding the 60% Construction Documents:**

SSA presented and reviewed their memo in response to the DRC's preliminary comments regarding the 60% CD set. *Please see attached memo.* DRC additional comments included:

- The DRC indicated that a ship's stair or stair case should be provided to the roof so that MEP equipment can be properly maintained. The current design calls for a ladder and roof hatch. SSA to review options.
- BVH to review whether the entire building can be run at 208v and reduce the number of transformers required per the current design that supplies 480v.
- Peter B. indicated that he will need more time to review the HVAC controls prior to final approval.
- SSA to add a larger mock-up; clarify the mock-up requirements.
- Compass noted that the project has procured RFS to do the MEP Commissioning on the project and Gale Associates to commission the building envelope. Both firms will provide project specification requirements. Both firms are currently reviewing the 60% CDs and will provide comments for the Design team to address.
- It was agreed that SSA should specify a specific color for the windows and specify that the metal panels should match the windows.
- SSA team to review the stop line location at new intersection with the traffic engineer VHB. The current design appears to block Lyman traffic from clearing the intersection if needed.

It was noted that that the DRC should send any additional comments regarding the 60% CDs to Bryan at Compass.

### **Schedule for review and approval of Construction Documents:**

- **Friday, March 4, 2016** - SSA plans to upload 100% CDs. SSA will "flag" any unfinished details.
- **Monday, March 14, 2016** - The DRC will have reviewed and sent all comments to Bryan by end of day on 3/14. Bryan will consolidate comments and send to SSA for review and response.
- **Wednesday March 23, 2016** – DRC meeting to review responses and determine if Bid Documents can be released.

### **Early Release Bid Package:**

The project plans to issue an Early Release Bid Package for Site, Civil, Abatement, Demolition, Concrete Foundations, and Structural Steel next week. James Apodoca from Commodore Builder gave a brief overview of the strategy. Commodore would like to procure these items early, especially the structural steel, so that steel arrives on site in May per Commodore's schedule. This would avoid a lag in construction sequencing from having to wait for the steel. Commodore's current schedule plans to erect and enclose the new Station #3 and Connector structures by the end of 2016.

The DRC reviewed the proposed Early Release Bid Documents and requested that SchwartzSilver and Commodore work to together to review and finalize construction details as part of the Main GMP Documents regarding the concrete foundations, so that building elements are thermally broken to the



greatest extent possible and that continuous insulation is provided at the perimeters of the slabs on grade. Commodore will identify any items that need more detailing for Main GMP and will carry “allowances” for these costs as part of the Early Bid Package GMP.

**Design Review Committee Certification:**

Based on the review and discussion of the proposed design and documents and with the requirement that the identified items are or will be addressed in the construction documents, in accordance with Section 5-54 of the City Ordinances the Design Review Committee voted to certify to the Commissioner of Public Buildings that the plans and specifications substantially meet the program requirements of the project.

Tom Gloria moved:

That to the best of the Committee’s belief and understanding the Early Release Bid Documents produced by SchwartzSilver Architects substantially meet the program of the Fire Headquarters and Station #3 project. The documents shall prepared and bid in accordance with requirements of Chapter 149A.

Ellen Light seconded the motion.

The DRC voted unanimously to certify the Project.

The Next Meeting is tentatively scheduled for March 23, 2016 at 7PM.

-END-



Bruce A. Proia  
Chief

**CITY OF NEWTON, MASSACHUSETTS**  
**FIRE DEPARTMENT HEADQUARTERS**

**106 Waban Street, Newton, MA 02458**  
**Chief: (617) 796-2210 Fire Prevention: (617) 796-2230**  
**FAX: (617) 796-2211 EMERGENCY: 911**



Setti D. Warren  
Mayor

April 1, 2016

Maureen Lemieux  
Chief Financial Officer  
City of Newton  
1000 Commonwealth Ave  
Newton, MA 02459

Maureen,

I am writing to you to provide you with the reasons a new driveway was included in the HQ/Station 3 project, and why it is essential to the project.

1. Response times.
  - a. While the new drive will not save minutes, it will save seconds. A fire burns exponentially. It doubles in size for every minute it burns. Today's fires are burning hotter and spreading faster due to the synthetics that are now so prevalent in every home. On a medical call, which is now about 60% of our responses, every second counts when it comes to a heart attack, choking or any type call that affects oxygen to the brain.
2. When we presented the override to the taxpayers, this was included in the scope of the work. This is what they voted for.
3. Repercussions on not adding a driveway.
  - a. Our response by way of Willow Street is presently a dangerous situation. Apparatus have to drive down the wrong side of the street before they get to Centre Street because cars are queued up waiting to turn onto Centre Street. They then need to squeeze through an opening both delaying their response and creating a dangerous situation that will eventually end with an accident. The new driveway will have stop lines and signage so that the driveway does not get blocked by vehicles.
  - b. Adding signalization with Opti-Com to the intersection would not work because there would not be enough time to flush the vehicles.
4. It will add drive through bays.
  - a. This will allow us flexibility of operations allowing us to reverse response if we need to for any reason. It will also allow us to point apparatus such as the Special Ops that tows the boat in a different direction than another rig. That way an apparatus will not have to be moved for a boat response. This will improve response for that rig for a drowning type call.
  - b. Improved safety of firefighters because we will not be backing into the stations.
  - c. Less accidents because we will not be backing into the station. This will save money both for apparatus and building repairs.

5. Better site lines.

- a. The response onto Centre Street from the new driveway will give the firefighters better site lines, thus reducing the potential of an accident.

I hope this helps answer any questions as to why the new driveway is an important component of the design of the project. Please do not hesitate to call with any questions.

Thank you,

A handwritten signature in black ink, appearing to be 'BP' with a stylized flourish underneath.

Bruce Proia  
Chief of Department

Cc: Josh Morse, Commissioner Public Building  
Tom Rooney, Public Buildings



## Order of Magnitude Estimate

Project Newton Fire Station #3 & HQ Date: 3/30/2016  
 Project # 15-0123 By: JMA / SB

Description: **Removal of Driveway going to Centre Street**

### DEDUCTS

<i>Item</i>	<i>Qty</i>	<i>Unit</i>	<i>Unit Cost</i>	<i>Total</i>
Asphalt Drive -Paving, Gravel & Prep	-7500	sf	\$ 5.00	(\$37,500)
Vertical Granite Curb	-500	lf	\$ 35.00	(\$17,500)
Stone Retaining Wall	-160	lf	\$ 450.00	(\$72,000)
Trench Drains	-80	lf	\$ 125.00	(\$10,000)
Overhead Doors	-5	ea	\$ 16,000.00	(\$80,000)
Metal Panel	-500	sf	\$ 95.00	(\$47,500)
Traffic Light	-1	ea	\$ 86,000.00	(\$86,000)
Concrete Apron	-480	sf	\$ 10.00	(\$4,800)

### ADDS

<i>Item</i>	<i>Qty</i>	<i>Unit</i>	<i>Unit Cost</i>	<i>Total</i>
Landscaping - Loam & Seed Only	7500	sf	\$ 2.00	\$ 15,000
Premium for Brick Shelf at Foundation	80	lf	\$ 100.00	\$ 8,000
CMU Back Up Wall at Exterior	980	sf	\$ 28.00	\$ 27,440
Brick Veneer at Exterior	980	sf	\$ 38.00	\$ 37,240
AVB	980	sf	\$ 8.00	\$ 7,840
Area Drains	80	lf	\$ 125.00	\$ 10,000
Painting	980	sf	\$ 1.00	\$ 980
Windows	5	ea	\$ 2,500.00	\$ 12,500
Design	1	ea	\$ 95,000.00	\$ 95,000
Precon / Pricing / Coordination	1	ea	\$ 25,000.00	\$ 25,000
Winter Conditions	1	ea	\$ 15,000.00	\$ 15,000
Delay / Added GC for half Month	1	ea	\$ 50,000.00	\$ 50,000
<b>Total Savings</b>				<b>(\$51,300)</b>

- Qualifications/ Assumptions
- 1) This does not include adding back the traffic light at Willow and Centre St., the assumption that they currently do not have one, so we would not be adding.
  - 2) Re-Design would take approximately one (1) month. Would require work by Civil, Structural, Mechanical, Electrical and Architecture
  - 3) This would delay the project approximately one (1) month from being released to the trade contractors due to re-design. This would push construction further into winter
  - 4) This does not take into account the \$300K for heated driveway, the heated driveway has not been in any drawings or in any of the previous budgets.