

JOINT MEETING – COMMITTEE ON INFRASTRUCTURE
and BOARD OF POLICE COMMISSIONERS

FEBRUARY 5, 2025

A joint meeting of the Board of Police Commissioners and Committee on Infrastructure was held Wednesday, February 5, 2025, at 5:30 p.m. in the Aldermanic Chamber.

The roll call was taken with 5 members of the Board of Police Commissioners and Committee on Infrastructure present:

Alderman Patricia Klee
Alderman Richard A. Dowd
Alderman John Sullivan
Alderman Chris Thibodeau
Commissioner Gwen Krailo

Members not in Attendance: Alderman-at-Large Michael B. O'Brien, Sr.
Commissioner Nicholas Dahl
Commissioner James Tollner

Also in Attendance: Tim Cummings, Administrative Services Director (via Zoom)
Tim Lemire, Lavallee Brensinger
Adam Hunter, Whiting Turner
Scott Cummings, Whiting Turner

ROLL CALL

PUBLIC COMMENT - None

APPROVAL OF MINUTES

MOTION BY ALDERMAN KLEE TO APPROVE THE MINUTES OF THE JANUARY 13, 2025 MEETING
MOTION CARRIED

GENERAL PROGRESS UPDATE

Chairman Dowd

We're now going to have a general progress update from Director Tim Cummings who's on Zoom.

Tim Cummings, Administrative Services Director

Yes, thank you Mr. Chairman. For the record, Tim Cummings, Director of Administrative Services. I apologize I couldn't be with you in person this evening but we do have Tim Lemire our owners Project Manager in with you in person. He is with GPI and he is going to lead the conversation this evening. The major element or agenda item is we do have a guaranteed maximum price from Whiting Turner for the 9 Riverside Construction Project and if we could get that approved this evening, we would be on course to be able to start construction as outlined in the packet. So I'll leave my comments there Mr. Chairman and if I could, I'd like to hand it off to Tim Lemire.

Chairman Dowd

Okay. And Tim do you want to take it from there?

Tim Lemire, GPI

Great. Thank you, Mr. Chairman. As Tim mentioned, Tim Lemire with GPI and with me is Adam Hunter with Whiting Turner. And also with us from Whiting Turner is Scott Cummings this evening to answer any questions about the GMP as Director Cummings mentioned.

Moving on to just a progress update and we'll cover some of these items more specifically in the agenda but if you could move on to next slide please. So we're currently at is the base project is designed. We do have an administrative site plan permit approved and bids have been received. And you know, pending approval of a contract in GMP with Whiting Turner where the current expected construction start would be on or about March. 5.

Other progress updates are the generator design as we've talked about a few times but that's in progress and next week we anticipate a 50% design submission turned into us on the 9 Riverside building backup generator.

So continuing on next slide go ahead and drop out the yeah, thank you. So contract actions that we're going to ask for approval for this evening are, and these are due and kind of prepared over the month of January. The Whiting Turner Contracting Group, we're going to be asking for a construction management contract with Whiting Turner and uh, the GMP that has been submitted.

Chairman Dowd

Do you want to run through them all or do them as we go, or?

Tim Lemire, GPI

What we'll do is, I'll just run through them right now as overview and then they're listed separately in the agenda for us to okay to go through in depth. We also have with the architects LBA, a construction phase services amendment for \$75,140 that was submitted to us last week and then for my OPM services for GPI construction phase amendment proposal for \$35,000 for the construction phase of the project.

And we go to the next slide, we just have a quick overall pricing. So with the GMP submitted the GMP amount as previously listed, it's for \$2 million. Let me make sure I'm double checking that number is right. Yeah, I actually think that number is the budgeted number up there. So the budgeted number is \$2.5 million and the actual GMP as submitted to us is \$2,351,632. It is listed correct in the agenda.

Alderman Sullivan

And on the contract.

Tim Lemire, GPI

Yes, and as such that \$2.5 million was what we were estimating prior to the GMP submission. So my overall project budget has gone from \$3.5 million down right now to about \$3.3 million. So with the GMP coming in you know, \$200,000 lower than what we've expected.

Chairman Dowd

So there's a possibility we'll have funds left to do the generator?

Tim Lemire, GPI

Possibly the generator and we also have in the project authorization some of the site civil that the design services for the parking lot. So we have a few things that we're trying to see where we end up as the summer goes along and in that \$3.3 million that does include the soft cost with architects amendment, the OPM amendment. So that's all contingency and the owners and estimated contingencies are all loaded into \$3.3 million. So we're right now floating below the \$3.5 target number from earlier which is great.

So that is the general progress update and the next sections of the agenda would go through approval of invoices and the contract. So if we want to go through some of the GMP and the contracts. I would ask that we maybe go to Agenda Item four and I'm sorry, agenda item five and approve the LBA invoice. Then we can go into the new contracts if that would be (inaudible).

APPROVAL OF INVOICES

MOTION BY ALDEMAN KLEE TO APPROVE THE JANUARY 13, 2025 LBA INVOICE IN THE AMOUNT OF \$2,352.32

MOTION CARRIED

APPROVAL OF NEW CONTRACTS/PROPOSALS

MOTION BY ALDERMAN KLEE TO APPROVE THE WHITING TURNER CONSTRUCTION CONTRACT IN THE AMOUNT OF \$2,351,632.00

ON THE QUESTION

Alderman Klee

And you want me to continue next with the contracts?

Chairman Dowd

Yep.

Tim Lemire, GPI

Yep, so correct with the contracts now. I have as mentioned in the status update for contract actions in the first two were the most significant ones with Whiting Turner their CM agreement with the City of Nashua and also their GMP for \$2,351,632.00.

Chairman Dowd

So the first motion will be to approve the contract itself and we're going to use the amount of \$2,351,632.00?

Tim Lemire, GPI

Right.

Alderman Klee

So, I'm sorry so where it says the Whiting Turner Construction Contract?

Chairman Dowd

Yes.

Alderman Klee

We're going to use that \$2,351,632.00?

Chairman Dowd

Yes.

Tim Lemire, GPI

Correct.

MOTION CARRIED

MOTION BY ALDERMAN KLEE TO APPROVE THE WHITING TURNER – GMP CONTRACT IN THE AMOUNT OF \$2,351,632.00

ON THE QUESTION

Chairman Dowd

Okay, the motion on the floor is to approve the Whiting Turner Construction Contract in the amount of \$2,351,632.00. Everybody get a copy of the contract ahead of time. It's the city standard contract and it has been reviewed by legal. Are there any questions? Alderman Sullivan.

Alderman Sullivan

Thank you. Under Article Three Period of Performance, it says the contractor shall perform and complete all work by February 13, 2025.

Chairman Dowd

Yeah, I noticed that too.

Alderman Sullivan

Seeing as you haven't started yet.

Chairman Dowd

Gonna have 300 people working on it? So what is the correct date?

Tim Lemire, GPI

The correct date. Is it November 31 or October 30 or November 30 or October 31st?

Unknown Speaker

November 13.

Tim Cummings, Administrative Services Director

And if I may Mr. Chairman, I think that date November 13 it's in the front of the contract and I apologize if I missed it further back. I'll update that; that's a typo.

Chairman Dowd

Just curiosity - the year?

Tim Lemire, GPI

2025 good question.

Chairman Dowd

And does that contract include the cleaning of the outside of the building? Who's handling that?

Tim Lemire, GPI

No I don't think that's in this contract.

Unknown Speaker

It's not something we've talked about.

Tim Lemire, GPI

I don't think it was scoped.

Chairman Dowd

Outside of the building has mold on it and I know I talked to the Police Department about it being clean. Tim do you have any input on that? Tim Cummings.

Tim Cummings, Administrative Services Director

Yeah, thank you. Thank you, Mr. Chairman. So Tim Cummings, Director of Administrative Services. This current contract does not contain that task but I am sure when we get to the end of the project we can look to get that done.

Chairman Dowd

It's going to be an expensive cost. Okay, Alderman Sullivan did you have anything else? Ms. Krailo.

Commissioner Gwen Krailo

Given the corrected date of November 13, 2025. Is that timeline for this project realistic? And are you comfortable with it?

Chairman Dowd

Make sure you identify yourself again for the transcriptionist.

Adam Hunter, Whiting Turner

Yeah, so my name is Adam Hunter with Whiting Turner.

Chairman Dowd

And you gotta get close to the mic.

Adam Hunt, Whiting Turner

Sorry, Adam Hunter with Whiting Turner. I'm the Lead Project Manager and yes, we have built the schedule specifically for the scope, vetted out subcontractor schedules, verified lead times, things like that and we are comfortable with that timeline.

Commissioner Gwen Krailo

Thank you. Thank you, Mr. Chairman.

Chairman Dowd

Alright, so that's a guaranteed maximum price and for those that aren't familiar, that's what they say they will do this for or less. Are there any questions? Seeing none.

MOTION CARRIED

MOTION BY ALDERMAN KLEE TO APPROVE THE LBA CONSTRUCTION AMENDMENT IN THE AMOUNT OF \$75,140.00

ON THE QUESTION

Chairman Dowd

Okay, the motion is to approve the LBA construction amendment. Do you want to address that for clarification?

Tim Lemire, GMI

So clarification we've had. We gave LBA a request for proposal to provide construction phase services that they were not previously contracted with us for. So in our scope of work that we provided LBA we requested that they carry their progress meetings with them and their trade sub consultants for earthwork, I/T, mechanical, electrical. So we have to have a few different team players in this for the contract period through November and that's what LBA was able to provide us.

Chairman Dowd

And that numbers include (inaudible) \$3.3 million?

Tim Lemire, GMI

It is, yes.

Chairman Dowd

Any questions? Alderman Sullivan.

Alderman Sullivan

Thank you. This is I'm looking at it now. Amendment #6 in our packet down on page, I'm on page 39 of 41 is that the right one I'm looking at?

Tim Lemire, GMI

Yes, amendment 6.

Alderman Sullivan

Okay, so it's project #23-003-00. Down here it states and I believe in one of your slides. I just want to make sure that we're all on the same page with numbers. Oh, I just had it and I lost it. Here it is - total fee, the stipulated sum of \$72,840.00 and everything is broken down to come up with that total. Was it 75 in the slide and I'm just misremembering?

Tim Lemire, GMI

That's correct. The difference there is that their total is listed only is for labor and in writing below that they indicate a expense category.

Alderman Sullivan

Oh, the reimbursable expense out allowance.

Tim Lemire, GMI

Correct, so I've added that in so we have it in our contract total.

Alderman Sullivan

I see now.

Tim Lemire, GMI

Yeah, it's a little challenging to see one in numbers and one in words but that's how they proposed to us.

Alderman Sullivan

Okay, alright. Thanks.

Tim Lemire, GMI

You're welcome.

Chairman Dowd

All set, Alderman Sullivan?

Alderman Sullivan

Yes.

Chairman Dowd

Any other questions? Seeing none.

MOTION CARRIED

MOTION BY ALDERMAN KLEE TO APPROVE THE GPI CONSTRUCTION AMENDMENT IN THE AMOUNT OF \$35,000.00

ON THE QUESTION

Chairman Dowd

Okay, do you want to add some explanation?

Tim Lemire, GMI

Yup, and that one is an amendment for the construction phase for 9 Riverside and it is an anticipation for a few more weekly progress meetings and agenda development and backup development for these meetings. So that one does include the expenses in the \$35,000.00 so that's all burdened in there.

Chairman Dowd

Any questions? Alderman Sullivan.

Alderman Sullivan

Thanks. Could you just in layman's terms explain what GPI does?

Tim Lemire, GMI

So GPI is a multi-disciplinary engineering firm, so we GPI does a lot of infrastructure design mostly in public infrastructure and also in construction management, construction inspection and owners services. So specifically, my role in GPI is to manage construction phase services for various projects almost exclusively for owners. Cities, towns, DOT's, etcetera.

Alderman Sullivan

Okay, so that's you?

Tim Lemire, GMI

Yeah.

Alderman Sullivan

Okay.

Chairman Dowd

So in this project is there a HVAC work being done?

Tim Lemire, GMI

There is one mini split being put in a new data closet but that's as mechanical as we get.

Chairman Dowd

That doesn't testing, okay. Alright, any other questions? Seeing none.

MOTION CARRIED

GENERAL FINANCIAL OVERVIEW

- \$3,500,000.00 Authorized
- \$3,312,872.48 Budgeted through construction

Chairman Dowd

Director cummings, do you want to do that? General Financial Overview?

Tim Cummings, Administrative Services Director

I'll have Tim Lemire do it.

Tim Lemire, GMI

So as mentioned in the progress update, there is \$3.5 million authorized for this project and currently about \$3.3 million budgeted through the construction phase.

Chairman Dowd

Okay, and any additional expenditures on this will be approved at a future date when we have the actual cost of the change order and what it is and whether everybody agrees to it?

Tim Lemire, GMI

That's correct.

Tim Cummings, Administrative Services Director

So, if I could Mr. Chairman on that point?

Chairman Dowd

Yes, go ahead Director Cummings.

Tim Cummings, Administrative Services Director

So this is where I'm going to suggest that we're going to start needing to make sure we're meeting more regularly. Because I would anticipate in about a month from now we will have a requisition that will need approval and in addition to that any various purchase or change order that may need approval. So I know it's a little bit later on in the agenda but I wanted to tease out whether we could start to think March 12 as our next meeting date. Thank you.

Chairman Dowd

March 12.

Alderman Sullivan

Works for me.

Chairman Dowd

Everybody checking their calendars? Looks free for me at the moment.

Alderman Klee

That's fine. What time? Are we looking at 5:30 again?

Tim Cummings, Administrative Services Director

Yes, I will come back and confirm that but that's what I'm thinking.

Alderman Klee

Mr. Chairman?

Chairman Dowd

Yes.

Alderman Klee

I want to...the fact that we seem to be having and it seems that these meetings are truly important. I think it is and I mean nothing disparaging about anything but we have sometimes a very difficult time making quorum. And we obviously have one member that has been ill and I'm going to be honest with you, I have a person in my life that has a medical emergency so I'm going to have times that I'm not going to be able to make it. So I think the Commissioners have not always been able to make it. I think unless they are having a real emergency, I'm going to ask that they're going to dig down deep and truly, truly make this because it's going to be really important.

Chairman Dowd

So can we address that date with the other two Commissioners?

Commissioner Gwen Krailo

Yes. Mr. Chairman, I will be happy to talk to the other Commissioners. I know for certain that one of them will be at the meeting. I will be out of the country, so I will not be able to attend.

Chairman Dowd

Okay.

Commissioner Gwen Krailo

But I will try to see if both of the other Commissioners will (inaudible).

Chairman Dowd

We'll probably need both of them.

Tim Cummings, Administrative Services Director

Mr. Chairman.

Chairman Dowd

Yes.

Tim Cummings, Administrative Services Director

If I may. What I can do is maybe two weeks prior to the 12th, I can do a quorum check and see how that's looking for us. So hopefully we can have folks there on the 12th but if not, we can try to reschedule if need be.

Chairman Dowd

Well we anticipated that you would do that, Director Cummings.

Tim Cummings, Administrative Services Director

Excellent, thank you.

Alderman Sullivan

Do we need 5 or 6?

Alderman Klee

You need 5 which is exactly what we have today.

Chairman Dowd

Unfortunately, it doesn't include the police officer.

OLD OR MISCELLANEOUS BUSINESS ITEMS - None

ADJOURNMENT

**MOTION BY ALDERMAN KLEE TO ADJOURN
MOTION CARRIED**

The meeting was declared adjourned at 5:57 p.m.

Alderman Patricia Klee
Committee Clerk