



NV5

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| <b>Merrimac Police Station – Merrimac, MA</b> | <b>Meeting Minutes</b> |
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|              |   |
|--------------|---|
| PSBC Meeting | Date: August 2, 2018 @ 10:00 a.m.       |
| Location:    | Merrimac Town Hall – Sargent Auditorium |

Attendees:

| Name                                      | Assoc.   | Present | Name                       | Assoc. | Present |
|---|----------|---------|----------------------------|--------|---------|
|   |          |         | <i>NV5 (OPM)</i>           |        |         |
| Chief Eric Shears – Merrimac Police       | Police   | Y       | Bill Cunniff               | NV5    | Y       |
| Chris Gaudet – PSBC Member                | Res      | Y       | Mike Ulichney              | NV5    | Y       |
| Carol McLeod – PSBC/ Merrimac Finance     | Merrimac | Y       |                            |        |         |
| Yvonne Bednarz - PSBC Member              | Res      | Y       | <i>Designer</i>            |        |         |
| Mark Tocci - PSBC Member                  | Res      | N       | Greg Carell – Carell Group | CG     | Y       |
| Chief Larry Fisher – Merrimac Fire Dept.  | Merrimac | N       |                            |        |         |
| Rick Pinciario – PSBC Member              | Res      | N       |                            |        |         |
| Laura Mailman - PSBC Member               | Merrimac | N       |                            |        |         |
| Robert Sinibaldi – PSBC /Merrimac DPW/ISD | Merrimac | Y       |                            |        |         |

Chief Eric shears called the meeting to order @ 10:00 a.m.

1) Meeting Minutes Approval – There was a motion to approve the meeting minutes from the 7/25/18 meeting. Motion was made by Mr. Sinibaldi, seconded by Mr. Gaudet and approved unanimously.

2) Invoice Approval – There was a motion to approve the invoice packet, which included the following invoices:

- NV5 – OPM services for July 2018 in the amount of \$ 8,674
- Carell Group - Schematic Design Services for July 2018 in the amount of \$ 30,800

A motion to approve the invoices as submitted was made by Mr. Sinibaldi, seconded by Ms. McLeod and approved unanimously.

3) Board of Selectmen Update – a brief overview of the BOS presentation was made to the PSBC by Chief Shears. Part of that presentation included a design presentation by Mr. Carell, which included the large scale renderings of the site, floor plan and elevations, also discussing the series of design/programming meeting held with the PSBC, to define the most economic and operational police station. Mr. Cunniff of NV5 furnished a single sheet budget summary to the BOS (attached), the same summary which was also reviewed by the PSBC at the 07.25 PSBC meeting, which contained a breakdown of the \$ 6.5mm total project cost.

Ms. McLeod furnished the BOS with the memo dated 7/25/18 containing the proposed language to be used for the upcoming fall special town meeting warrant article (attached). Overall the BOS were satisfied with the presentation and voted to include the proposed \$ 6.5mm police station project on both the October 15<sup>th</sup> town meeting warrant and, pending a successful town meeting outcome (a 2/3 majority favorable vote is required at town meeting), on the November 6<sup>th</sup> state election ballot, for which a simple favorable majority vote is required to successfully move the project forward.

#### 4) Upcoming Events- Project Update

- The Carell Group will leave the large scale poster boards with the Chief, so that he can use at Old Home Days – Old Home Days is scheduled for August 10-12,
- The Chief distributed a draft document for a project article that he would like to get out to the local newspaper/residents as soon as possible, asking the PSBC to review the draft. The article states the existing conditions, deficiencies/violations, and the proposed path forward.
- The subject of a project web site was discussed. Chief Shears will discuss with their IT folks.
- NV5 will work with the Chief on the project flyer to be used in the upcoming mailing of electric bills.
  - The flyer will include the date of the public forum, tentatively scheduled for September 26<sup>th</sup> at Town Hall.

The next PSBC meeting is scheduled for Thursday August 23, 2018 @ 10 a.m. @ Merrimac Town Hall – Sargent Auditorium

*Prepared by: Bill Cunniff, NV5 - -End of Minutes-*



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# NEW MERRIMAC POLICE STATION

July 30, 2018



## Total Project Budget Summary

Outlined bellow is the proposed Total Project Budget Summary for the new Merrimac Police Station. Through many meetings of the Public Safety Building Committee (PSBC), supported by the engagement of the designer, The Carell Group, and the owner's project manager, NV5, the PSBC has been able to finalize the proposed program, budget and schedule.

The Public Safety Building Committee respectfully requests that the Board of Selectmen approve a Not-to-Exceed Total Project Budget of \$ 6,500,000 (Six Million Five Hundred Thousand Dollars) for the design, construction and furnishing of the new Merrimac Police Station

The Total Project Budget Value is the resultant of construction estimates having been generated by two independent estimating firms, based upon Schematic Design documentation generated by the designer.

### TOTAL PROJECT BUDGET SUMMARY

| <u>Budget Line Item Description</u>      | <u>Budget Value</u>        | <u>Remarks</u>   |
|--|----------------------------|--|
| Hard Construction Costs                  | \$ 5,105,000               | Includes: All sitework and building costs; Storage out-building; 5% construction contingency   |
| Architect & Engineering                  | \$ 550,000                 | Includes: Design & OPM Costs through completion of construction documents  |
| Construction Administration              | \$ 345,000                 | Includes: Designer Construction Administration; Full-time OPM Site representation during 12-month construction period; Construction testing  |
| Fixtures, Furnishings & Equipment (FF&E) | \$ 500,000                 | Includes: All office furniture; High density filing system; Telephone & Computers; Radio Communication, Antennae/Connections, 911/Emergency Dispatch center; Security & Access Control; Technology cabling, TV's, VCR's, A/V & Miscellaneous equipment |
| <b><u>TOTAL PROJECT BUDGET</u></b>       | <b><u>\$ 6,500,000</u></b> |  |

**the  
carell  
group**

**NV5**



## MEMO

**DATE:** 7/25/2018  
**TO:** Board of Selectmen  
**FROM:** Carol A. McLeod  
**RE:** Potential Override Question

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The following is the language for the potential override vote. You need to take a vote on the questions and deliver it to Gwen Lay by 9 AM on July 31, 2018.

**Debt Exclusion** - Shall the Town of Merrimac be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bonds issued for the design and construction of a new police station.

Yes \_\_\_\_\_ No \_\_\_\_\_



# THE FUTURE OF...



## THE NEW MERRIMAC POLICE STATION!

### PROJECTED ANNUAL TAX IMPACT BASED UPON ASSESSED PROPERTY VALUE

\$50 PER YEAR PER \$100,000 OF ASSESSED PROPERTY VALUE

\$250,000 HOME = 2.5 x \$50 = \$125 / YR

\$350,000 HOME = 3.5 x \$50 = \$175 / YR

\$450,000 HOME = 4.5 x \$50 = \$225 / YR

### PUBLIC FORUM

SEPTEMBER 26TH

7:00 PM @

MERRIMAC FIRE DEPT

### PROJECT DETAILS

SQUARE FOOTAGE . . . . . 8,375

TOTAL PROJECT COST . . . \$6.5 MILL

CONSTRUCTION COST . . . \$5.1 MILL



**N|V|5** the carell group

<http://www.merrimac01860.info/393/Public-Safety-Building-Committee>