



# Building Committee

Building Committee Meeting Minutes  
 Monday, February 4, 2013 @ 6:00 pm  
 The Auditorium at Provincetown Town Hall  
 Called to Order: 6:00 pm

**Membership:**

P	E	U	Name	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Tom Coen, Chair	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Rick Murray, Vice Chair	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Don Murphy	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Kevin Shea	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Leif Hamnquist	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Sheila McGuinness, Alt.	<input type="checkbox"/> Voting

**(Note: P = Present E = Excused U = Unexcused)**

*These minutes are in brief format.*

*This meeting was filmed by Provincetown TV*

<b>Also Present:</b>	
Austin Knight, BoS Chair	Erik Yingling, BoS
Elaine Anderson, BoS Vice Chair	Sharon Lynn, Town Manager
David McChesney, BoS	David Gardner, Asst. Town Mgr.
John Santos, BoS	

<b>Order of Business:</b>
1. Joint public meeting with the Board of Selectmen to provide an update on the Committee's activities regarding the Police Station project. (Votes may be taken).
2. Other - Other matters that may legally come before the committee not known at the time of posting. (Votes may be taken).

**1. Joint public meeting with the Board of Selectmen to provide an update on the Committee's activities regarding the Police Station project.**

The Building Committee provided an update to the Board of Selectmen regarding the police station project.

**2. Public Comment**

Chris Snow (letter) – place Police Station in discontinued 2 of the 4 lanes on Route 6 between Shank Painter and Herring Cove.

Brian M. DeLaurentis – police staffing in Provincetown is too great, we should reduce the size of the force to reduce construction cost.

John Donovan – abutters to the proposed police station. Concerned about the proposed size, scale and cost of the police station. Would like an engineering study to document existing conditions on the neighboring condos. Traffic Study impact to roads, pedestrians and bike trails. Project Liaison during construction. Buffer between the properties. Concern about lighting.

Rachel White – Been here a long time, need to move forward with the project. Neighbors need to understand that they bought and developed property next to the highway garage and now they complain about the uses on the property. I trust in the Building Committee and the work they are doing.

Paul Kelly – for both DPW and police station. Concerned about the size of the police station. Thinks DPW needs a new highway garage as the facilities are lacking. Cost will be too great. Should combine both projects into one phase and reduce cost.

Kaolin Davis – concerned about the location and the response time. Can't afford increase in taxes and additional burdens on taxpayers. Concerned about adjacent wetlands to the DPW site.

Jennifer Cabral – Price tag is too high and might not pass town meeting. Should revisit the Shank Painter site as the best site.

Michael Rogovsky – Surprised people still fail to understand the seriousness of this situation and the degree to which we have studied this project.

Michelle Genova – Feels the police station is too large and the location should not be across the highway.

Catherine Russo – Feels the building committee and Selectmen have not been listening.

Rob Jason – Thinks the current site is best. Police station as proposed is too large.

### **Building Committee Comments**

Tom Coen - We came upon the size of the proposed station from the bottom up, by looking at the existing staffing requirements of the police station and current accepted standards for new police stations. It is the Building Committee's mission to do the work and make a recommendation as to the needs of the police stations. We don't want to make arbitrary cuts to the requirements.

Kevin Shea – was also a skeptic in the beginning of the process. New police stations are more complex buildings than other types of development or uses. We looked at other police stations recently developed and considered the proposed building based on the specific needs of the police function.

Don Murphy – Start the process by understanding the requirements. We have worked from the basics. I think many people have sticker shock.

Leif Hamnquist – Current site is inadequate, located in the flood zone and filled wetland. Circulation is critical on a police station site and the Shank Painter site is not economical to meet the circulation needs of a public safety facility.

### **Board of Selectmen Comments**

David McChesney – Why did we add 17 additional parking spaces? Traffic study and mitigation for adjacent properties. How do we pay for it? Proceeds from sale of properties should offset the cost of the police station. Any new revenues need to go to offset the cost of the police station.

Erik Yingling – Concerned that the public can't support this project. Can't support the current price tag. Can't support the proposed location. Support renovation at the current site. Need to decide what makes sense for our community. Two primary concerns: cost and location.

Elaine Anderson – Building Committee visited new police stations and has a good understanding of size and needs for the police department. People need to understand the information and read all the materials to understand the proposal.

John Santos – Concerned about the siting of the police station. Concerned about the operational needs of the DPW in the future if the police station is built on the site.

Austin Knight – Many other towns are dealing with the same thing we are, failing infrastructures and outdated police stations. Town has existing liabilities with the current station; we will need to do something. We need to build a station that is up to code and will serve the public for years to come.

3. **OTHER** - None

**List of documents reviewed:**

1. *Police Station Building Project Status Report (attached)*
2. *Updated floor plans*
3. *Updated site plan*
4. *Preliminary Opinion of Probable Project Cost (Phase1) and Schematic Design Cost Estimate*

Next Meeting:	February 7 <sup>th</sup> , 2013 @ 8:00 am
Adjourn:	8:15 pm
Minutes by:	Vernon Porter, Secretary to Board of Selectmen

Approved by  on March 6, 2013  
 Thomas Coen, Chair



## Building Committee

# Memo

**To:** Board of Selectmen

**From:** Building Committee

**CC:** Town Manager, Police Chief, Assistant Town Manager, Building Commissioner, Deputy DPW Director

**Date:** February 4, 2013

**Re:** Police Station Building Project Status Report

### Ladies and Gentlemen of the Board of Selectmen:

We are pleased to provide you with a brief update on our activities since we last met in December.

Police Station Building Requirements: During the month of January we received two rounds of revisions to the schematic designs from the architects Kaestle Boos (KB). The latest revision incorporates all of our requirements.

The building is approximately 14,600 square feet in size, which is 2,000 square feet smaller than the initial design we started with. In our opinion, this is the appropriate size to meet the needs of the Provincetown Police Department, regardless of the site.

Police Station Site: At our meeting on January 31<sup>st</sup>, the Committee reaffirmed its recommendation that the police station be located at the current DPW / Highway Garage Maintenance facility, as per the direction of the Board of Selectmen at our joint meeting on December 3<sup>rd</sup>. While it is not perfect, it is the most appropriate location of the Town owned sites that we evaluated.

One concern about the site that we share with the public is the safety of motor vehicle, pedestrian and bicycle traffic at the Route 6 intersection with Race Point Road and Conwell Street. While the incremental traffic impact of the police station may be minimal, existing safety problems need to be addressed. The Committee recommends that a traffic engineering study be conducted to address these problems prior to siting the police station there.

The Building Committee would also like to stress the importance of mitigating any negative affects on the existing residential neighborhood such as traffic, density, loss of green space, and light pollution.

Project Scope: After considerable conversation regarding the scope of the project, the Committee agreed to break the project into two construction phases. The first phase would be the police station, followed by the DPW Highway Maintenance facilities in a second phase.

There is some overlap between the two phases that is addressed in the project plan. For example: regrading and rebuilding the access road, upgrading electrical services, installation of sewer, etc. However, there may be additional work such as relocating the Parking Department storage shed and other DPW work areas that requires further discussion and planning.

Phase 1 – Police Station Project Costs: Last Wednesday, the Committee received the estimated project costs for building the new police station at the DPW / Highway Maintenance site on Race Point Road, based on the requirements determined by the Committee. Here is a summary:

Site Development Cost	\$1,073,200	
Building Construction	\$4,394,400	
Other Costs	\$1,493,900	<hr/>
<b>Total Construction Cost:</b>		<b>\$6,961,500</b>
<u>Owner's Costs</u>	<u>\$1,629,000</u>	<hr/>
<b>Total Project Cost:</b>		<b>\$8,590,500</b>

Please note that the site development costs include \$162,600 for 17 additional public parking spaces requested by the Committee, plus \$910,600 for site preparation (clearing, re-grading, access road, sewer and electrical upgrades, etc.). Other costs include \$689,100 (10%) for design and market pricing contingency.

The owner's costs, which are the direct responsibility of the Town, include (among other things), architect and engineering fees (\$592,000); project management (\$125,000); communications equipment (\$250,000); and the Town's project contingency (\$409,000, 5% of construction and owner's cost).

In addition to the above, the estimated cost of the next step – detailed design through bidding – is \$470,000. This would be the amount that we would ask Town Meeting to approve in order to proceed with the project at the Race Point Road site. The cost estimate is based solely on the town owned site that the Committee has recommended at this point in time.

The attached documents regarding the project's estimated costs provide a great deal of detail regarding these estimates. The Committee is still in the process of reviewing and vetting them.

---

**Attachments:**

**1. KB's Updated Floor Plans**

There are three floor plans provided for the lower, main and upper levels. They are pdf files at 1/8" scale on 17x22 sheets for the lower and main levels and 11x17 for the upper level. The building is a 2.5 story structure. The building's massing and elevations have not yet been finalized.

**2. KB's Updated Site Plan**

The site plan includes the additional public parking (17 spaces), as requested by the Committee. The grayed out area on the site plan is outside of the Phase 1 scope.

**3. KB's *Preliminary Opinion of Probable Project Cost (Phase 1)* and Rider, Levett, Bucknall's (RLB) *Schematic Design Cost Estimate***

Please note that there are small differences between the two due to the fact that KB rounded their numbers for simplicity and included the additional parking alternative within the total, while RLB have it broken out. Also, KB shifted the \$100K allowance for 911 equipment to the Owner's costs allowance for communications equipment (\$250K total allowance to be verified) because the general contractor will not be supplying or installing this equipment. Please note that RLB has added a 10% design and pricing contingency (almost \$700K) to their estimate.

---

We look forward to meeting with you on Monday evening.

Respectfully submitted,

**The Building Committee**

Tom Coen, Chair	Leif Hamnquist
Sheila McGuinness (Alt.)	Don Murphy
Rick Murray, Vice Chair	Kevin Shea