

SBAC II

Minutes for Meeting of July 22, 2014
Hartwell Multipurpose Room

Present: K Bassett, B. Creel, O. Beenhouwer, T. Christenfeld, P. Sugar, B. McFall,
M. Pietropaolo, S. Perlmutter, G Taylor, V. Cannistraro, D. Adams (remotely)
Absent: H. Russell

Meeting called to order at 7:03PM

I. Reflections on outcomes of consultant interviews

The Committee discussed the recent consultant interviews, the ensuing deliberations, and the ultimate decision leading to the selection. The value of deliberating “hard and well” was noted. The importance of now standing behind the decision as a Committee was discussed, as was the need to be watchful for concerns and address them as the process unfolds.

II. Review of Dore and Whittier Proposal

Discussion took place regarding the various tasks/schedule activities of the DW proposal. Specific attention was given to the number and timing of Public Presentations (as differentiated from separate stakeholder meetings); the proposed length of Task 3; and the timing of Tasks 4 and 5 with respect to State of the Town Meeting. DW has committed to as many Public Meetings as necessary, and the understanding that the schedule is “notional” (i.e. subject to continued refinement as things unfold) will be further clarified. The anticipated time of completion for this portion of the Work is the end of December, but the contract period will be set for one year so as to address any contingencies/subsequent work orders. Concern was also raised regarding the number of “options”, and the contract language will be revised to indicate “a number of options at varying expenditure levels”. These concerns will be raised with DW and incorporated into their final proposal.

III. Contract Approval Process

It is anticipated that the final, revised DW proposal will be sent to Buck Creel, who would then forward to the School Committee for recommended approval. After some discussion, a motion was made by Peter Sugar (seconded by Gary Taylor) that the SBAC recommend award of the contract to the School Committee subject to the “inclusion of satisfactory language” addressing the points raised. Motion passed unanimously.

IV. Develop next steps for working with Consultants

Discussion took place as to how to prepare for the start of the work. DW will be given access to the buildings once the contract has been executed. The SBAC will have its next meeting on August 5 to prepare for the first meeting with DW, to be scheduled on WEDNESDAY, August 13. The issue of what the role of SBAC will/should be once DW is off and running was raised. The concept of establishing subcommittees was briefly discussed, and will be revisited at the next meeting.

V. Review of Cost Component Estimate guidance

The Committee also discussed what information to give to DW relative to component pricing, and how best to guide them as to what we're expecting to see in this regard. Overall concern seems to be identifying "cost drivers", identifying what is "necessary" and the understanding of component pricing "in context". It is anticipated that DW, as the consultant, understands the high-level concern of the Committee regarding the issue of component pricing, and is able to provide the needed guidance for this process. A Motion was made by Steve Perlmutter (seconded by Gary Taylor) to mark both the June 30, 2014 Memorandum, and the list entitled "Components of the School Building Project to be Priced by Consultant" as "DRAFT", and submit them to DW. Motion carried unanimously.

VI. Community Center

The Community Center Subcommittee (CCS) has also hired their consultant (Abacus Architects), who is underway. The following sites are being considered: South Lincoln, Pierce House, Bemis Hall, Hartwell, "Distributed".

Discussion followed relative to the upcoming State of the Town Meeting, and how best to prepare. The timing of both proposed Projects has the potential to be perceived as "unsettling" to the Town. The Committee acknowledges that proactive communication and coordination with the CCS, and perhaps CapCom, will be essential. A possible joint meeting of the two committees (mid/late September), or perhaps sub-committees was suggested, and will be explored at the appropriate time (i.e. once both consultant firms have had an opportunity to get their respective studies going).

VII. Conclusion

A motion was made by Tim Christenfeld (seconded by Steve Perlmutter) to approve the Minutes of the July 8, 2014, July 14 and July 15 SBAC meetings as amended. Motion passed unanimously. A motion was made by Tim Christenfeld (seconded by Maggie Pietropaolo) to Adjourn at 9:05PM. Motion passed unanimously.