

**School Building Committee**  
**Wednesday, May 8, 2019**  
**7:00 p.m., Open Session**  
**Hartwell Multipurpose Room**

**Present:** Chris Fasciano, Chair; Kim Bodnar, Vice Chair; Tim Christenfeld; Buck Creel; Jennifer Glass; Michael Haines; Gina Halsted; Sharon Hobbs; Becky McFall; Tara Mitchell; Craig Nicholson; Steven Perlmutter; Peter Sugar; Owen Beenhouwer, liaison, Community Center Committee; Chris Dugan, liaison, Conservation Commission; Andrew Glass, liaison Historical Commission; Ed Lang, liaison Green Energy Committee; Dan Pereira, liaison, Parks & Recreation Department; Ian Spencer, liaison, Public Safety; Peter von Mertens, liaison, Conservation Commission; Christian Riordan, Consigli; Shane Nolan, Daedalus; Jen Soucy, SMMA.

**Absent:** Doug Adams, liaison, Historical Commission; Ruth Ann Hendrickson; John Ritz, liaison, Disabilities Commission; Gary Taylor, liaison, Planning Board;

**Also Attending:** Rob Ford, Director of Technology; Andy Payne, Finance Committee Chair.

**Welcome and Opening Comments:** Chris Fasciano brought the meeting to order at 7:01pm, noting that it is not being televised this evening. He welcomed Tara Mitchell, School Committee Chair, as a new member of the SBC. He explained that in the School Committee's (SC) original SBC charge, they stated that the SC could have 1 or 2 members; The charge has been revised so that Tim Christenfeld could be designated as a representative of the SC, and Ms. Mitchell is now the SC member.

**Public Comments:** Andy Payne, Finance Committee, reported that at the last Finance Committee they discussed the school project and voted to request periodic, regular financial information from the SBC. It is their intention to minimize the workload, and so they would like to receive financial reports that are already generated.

- Shane Nolan, Daedalus, said that they can provide the usual one page summary, and that they can also work with the Finance Committee to determine whether additional layers of information are necessary.
- Buck Creel noted that as another layer of oversight, Colleen Wilkins, Town Finance Director, has access to the purchase orders.
- Kim Bodnar asked Jennifer Soucy, SMMA, and Mr. Nolan to continue to forward presentations, including financial information, to her and Jennifer Glass immediately after each SBC meeting.
- Gina Halsted, Finance Committee, said that understanding the uses of the different contingencies is important for the Finance Committee and the community. She noted that FinCom frequently gets questions about the remaining contingencies and the possibility of unspent funds at the end of the project.
- Mr. Creel expressed that the high level summary is the one that is most appropriate for the SBC website.
  - Mr. Payne said that there may be some instances where the FinCom might seek additional information.
  - Becky McFall suggested that it might be possible for a member of FinCom to meet with Daedalus to understand the the level of detail that rolls up into the high level summary.
- It was generally agreed that for the community, the most important clarification is around which contingencies are expected to drop to zero as details are finalized, and which may, at the end of the project, represent unneeded funds.

**Review Overall Construction Document Phase Schedule:** Ms. Soucy presented the updated project schedule. Modifications include:

- The site permitting processes for the modulars and the project are now separated on the schedule.
- Pre-qualification dates for subcontractors are included.

**Review 60% Construction Document Meeting Schedule:** Ms. Soucy provided the updated meeting schedule. There will be a comprehensive review of floor plans, site plans, and elevations on May 22<sup>nd</sup>. EwingCole will be in attendance.

**Review Construction Logistics Plan:** Christian Riordan, Consigli, presented updated plans for the location of the temporary classrooms. The logistics group continues to work through plans for traffic, utility connections, job site boundaries, etc. He showed some adjustments to the first phase, which is starting July 2019.

- Dan Pereira, Parks & Recreation Department, asked about the location of contractor parking and staging. His understanding had been that the Brooks parking lot might be more viable longer. Mr. Riordan said that it is important to maintain a separation between the construction site and school functions, which impacts the Brooks lot.
- Peter von Mertens, Conservation Commission, wanted to confirm that the construction offices are outside the wetland buffer. This will be a question at the Conservation Commissions May 22<sup>nd</sup> meeting where there will be a second hearing and vote on the plan for the modulars.
  - Mr. Pereria asked if the construction offices will infringe on the foul lines of the Smith baseball field. They will continue to fine tune the location.
- Ms. Bodnar asked whether there will eventually be enough room for a bike path around the Brooks parking lot. Ms. Soucy said they will continue to look at that detail as documents are completed.
- Mr. Pereira noted that the Brooks lot will become a major focus of sports activity. He said that it will be a benefit to the community to have is available to the public as much and as long as possible.

**Review Updated Monthly Budget:** Mr. Nolan shared the latest Owner's Project Manager project report.

- The project is now in the Construction Documents phase; next price estimates are at the 60% percent document phase.
- Work was done during the April vacation to understand existing conditions.
  - Mr. von Mertens asked to see the results of the test pits, once available.
- The design team started to look at Furniture, Fixtures, and Equipment (FF&E) with the educators.
- Ceiling removal and Mechanical, Electrical, and Plumbing (MEP) verification work will begin on July 8<sup>th</sup>.
- Preparation of the site for modular construction will begin on July 8<sup>th</sup>.
- The budget update shows the updated OPM and architectural fees.
  - Ms. Halsted asked whether any of the contingencies changed during Design Development in order to keep us on budget. Mr. Nolan explained that they were reduced as planned, not due to additional cost.
  - Mr. Payne reiterated that the FinCom gets asked about contingencies, and it would be helpful to be able to easily explain what's left. Mr. Nolan said that he could create a brief narrative that explains which contingencies get used at what time.
- Peter Sugar said that he recently attended a professional development program, and was told that construction costs have gone up about 7% during the last year. Mr. Sugar expressed concern about the estimates from sub bids might come in higher than we've budgeted, and wants to ensure we protect the project's overall budget.
  - Mr. Nolan said that there is always some risk with the sub trades. They are already looking at construction "add alternates" as a protective strategies. At a later date, a list of possible "add alternates" will be brought to the SBC. It will be up to the SBC to prioritize and approve the add alternate list.

- Mr. Perlmutter asked if there is a clarifying document that describes which items are subject to filed sub bids. Mr. Riordan and Mr. Nolan said that they have standard information they can share with the committee at the next meeting.
- Mr. Christenfeld noted that we still have discretion with the CMR process through the pre qualification process. This gives us protection on quality of the sub contractors.
  - Mr. Creel noted that we are waiting to negotiate the Maximum Price until the end of Construction Documents, which gives us better control.
- Mr. von Mertens asked about interactions between students and construction workers. Dr. McFall said that there is a background check process for all workers, and they all have visible badges. Most importantly, there will be no occasion for contact with students.
- Craig Nicholson asked whether there were any surprises from the exploratory work during April vacation. Mr. Riordan said there were not. Mr. Nicholson also asked about the fire alarms system while removing the ceiling. Mr. Riordan said they will ensure the system is in place and operational.

**Outreach Update:** Ms. Bodnar reported that Outreach will meet tomorrow (Thursday, May 9<sup>th</sup>) at 11:00am at Town Offices. The group is now meeting every other week. Jennifer Glass noted that there are some technical issues with the website, and that she is currently unable to upload documents. She is working with Rob Ford, Technology Director, to find a solution.

**Educational Working Group Update:** Ms. Soucy reported that the group met Monday with Dr. McFall, Mr. Creel, and other members of the admin team. They took an initial look at where infrastructure and equipment is located. The next meeting will focus on interior finishes, which will then come to the SBC for input.

**OPR/MEP/GEC Incentive Working Group Update:** Ms. Soucy reported that they met on April 16<sup>th</sup> to review plumbing and lighting. The next meeting will be scheduled once the Power Purchase Agreement provider is on board.

- Mr. Payne asked whether there are any incentives in play. Mr. Creel said there may be non solar incentives once equipment is chosen.

**Construction Logistics Working Group Update:** Ms. Soucy noted that the group meets bi weekly. She turned to Mr. Riordan to provide a report on the modulars.

- Mr. Riordan shared the bids for the modulars, and asked for the SBC to approve the modular contract. He noted that they had received three bids, the best being from J&J Construction. The costs shown include all aspects of the modulars including installation of the modulars and parking lot, utilities connections, insurance, contingencies, etc.
- If any of this money is not spent, it goes back into the general budget.
- This amendment does not add money to the budget for the project; it results in moving the amount for the modulars and associated site and exploratory work from one budget line item to another.
- Mr. Nolan reported that Richard Marks, Daedalus, and Mr. Creel met with J&J to scrub the numbers; so they are confident this is the best value.
- Approving the modulars this evening keeps the project on schedule.

**MOVED:** Mr. Christenfeld made a motion to approve Consigli's Amendment # 1 for Summer 2019 work including the modular classrooms, associated site work, and exploratory work, in the amount of \$4,582,318. The motion was seconded by Ms. Bodnar. It was approved unanimously.

**Solar Working Group Update:** Mr. Christenfeld reported that SunPower agreed to help with the meeting with Eversource. There are technical and policy questions to be answered. The meeting with Eversource will happen within the next couple of weeks. Town Counsel is also providing support.

**Site Subcommittee Update:** Ms. Bodnar reminded the SBC of the composition of the group. The subcommittee met on April 22<sup>nd</sup> and talked about tree protection, tree heights, courtyard design and lighting, and general site lighting. It also talked about the service pathway to the north and west of the school, and how to minimize its visual impact.

**Site Permitting Update:** The Conservation Commission's first hearing reviewed the details of the temporary classroom plan. They will begin protecting trees this summer.

**Minutes:** Mr. Creel made a motion to approve the April 10<sup>th</sup> minutes. Mr. Sugar seconded the motion. Mr. Perlmutter suggested adding the word "design" at the bottom of the second page to clarify which contingency was being modified. The minutes were approved unanimously.

**Discussion of other Topics:**

- Due to the District art show, the next meeting will be in the Donaldson room, Town Offices.
- Ms. Glass asked about the timing of a groundbreaking ceremony. This will happen Summer 2020.

**Adjournment:** Mr. Sugar made a motion to adjourn which was seconded by Mr. Haines. The meeting was adjourned at 8:34pm.

Minutes respectfully submitted by Jennifer Glass