

West Elementary & Shawsheen Preschool Building Committee Minutes
Tuesday, January 12, 2021 – 7:00PM

Participating via remote

Access Voting Members: Chair-Paula Colby-Clements, Dr. Claudia Bach, Andrew Flanagan, Rick Almeida, Susan McCready, Janet Nicosia, Siggy Pfendler, Paul Rollins, Elizabeth Roos, Donna Walsh, Heather Eigen, Carol Green, Mark Johnson, Jennifer Hunt

Non-Voting Members: Amrata Kirpalani, Steve Nembirkow, APS Chief Operations Officer, Tracey Spruce,

PMA Consultants (remote): Brian DeFilippis, Karina Pena; Kevin Weeks; Steve Rusteika

SMMA Architects (remote): Lorraine Finnegan; Matt Rice;

Community Members: Steve Fink;

West Elementary School Building Committee Chair (SBC), Paula Colby Clements, opened the meeting at 7PM. Because of the emergency state of government due to Covid-19, all SBC members are participating via WebEx. All votes will be taken by roll call at this meeting.

The Chair introduced Dr. Claudia Bach, the Interim Superintendent of Schools, who will be joining the SBC as of this meeting and replacing former Superintendent Dr. Berman. Introductions were made by both the PMA and SMMA consultants to Dr. Bach as well as other SBC members. The Chair also stated that beginning with this SBC meetings, there would be opportunity for public verbal comment via Web Ex as the School Committee and Select Boards do in their meetings.

Approval of Minutes. Vote expected

Minutes of December 15, 2020 –

On a Motion made by Susan McCready and seconded by Rick Almeida, the West Elementary School Building Committee approved the December 15, 2020 meeting minutes. On a roll call vote, the motion for the December 15, 2020 meeting minutes was approved on a 12-0 vote.

Approval of November Invoices. Vote Expected.

The Chair submitted for payment approval - Invoice from SMMA Architects #0054170 dated January 8, 2021 for the amount of \$46,980. for professional services from Nov 28-Dec 25, 2020.

On a Motion made by Susan McCready and seconded by Rick Almeida, the West Elementary School Building Committee approved the SMMA invoice read by the Chair today. The motion was approved on a roll call vote 12-0.

The Chair submitted for payment approval- Invoice from PMA Consultants #04303-00 dated January 6, 2021 for the amount of \$11,905.06. for professional services December 1-30, 2020

On a Motion made by Susan McCready and seconded by Jennifer Hunt, the West Elementary School Building Committee approved the PMA invoice read by the Chair today. The motion was approved on a roll call vote 12-0.

Update re Construction Manager at Risk (CM @Risk)

Mr. DeFilippis gave the Committee an update about the selection committee's first meeting on January 6. They went thru the RFQ and the proposed scorecard to waive the categories for the selection of a CM @Risk. They're submitting their ad to the central register, then on Jan. 20, they expect to issue the RFQ for firms to view. They're expecting those back on Feb. 8 and planning on a meeting Feb. 16th to go thru the submitted packets. On March 24-26 will be set for interviews for those firms who have submitted proposals. By the end of March, all firms will have been interviewed and also ranked in order of preference. The firm will be hired after Town Meeting so they can begin their work in the summer. Brian believes that the market may produce around 10 firms who should be submitting proposals. Also, the town will need to approve the CM @Risk, it won't be the state.

Update on Estimates–

Mr. DeFilippis stated that the SMMA and PMA team met with SMMA's 's estimator and PMA's estimator on Jan 5th to brief them on the project to date. Estimates are back on January 22nd from both firms and then SMMA/PMA will have an all-day reconciliation meeting on January 29th. The next submission to MSBA will be at the end of February and then a board meeting with MSBA. The revised estimate of the project costs will be reviewed at the Feb 9th SBC

meeting. Ms. Finnegan said they would ask for a vote on the scope of the estimate on Feb. 16th. This estimate will be more detailed and the number should be within what was estimated previously. Recent bids have been very good at this time. There are a lot of factors and contingencies that need to be included. But the project budget is locked at the schematic design. They will work within the price decided at Town Meeting. At the project scope and budget meeting, MSBA will tell the SBC what costs are reimbursable before Town Meeting.

Update on ANRAD (area of resource, area of delineation)

Ms. Finnegan said that the first Conservation Commission will be held on January 19th on the ANRAD. There were some unexplained USPS issues as abutter notices were not timely delivered so the meeting had to be postponed. The peer reviewer did not make significant changes to the January, 2020. Once the ANRAD is issued, the delineation is valid for 3 years. The abutters have now been notified and Ms. Finnegan expects a straightforward hearing on Tuesday. The ANRAD states where the wetlands are located on the property. A Notice of Intent (NOI) will be filed at the next phase of design the latter part of the year. The NOI will seek an Order of Conditions to allow the work within the jurisdiction of the Conservation Commission.

Discussion: HVAC Controls and Security System. Vote Expected.

Ms. Finnegan would like to know if there will be anything that will be proprietary (open bid) in the West Elem/Shawsheen project. We need to state why or why not it's a benefit to the town per AG's requirements. We are not picking a contractor, but picking the security and programming system. Ms. Nicosia stated that all buildings in town use one system the Johnson Metasys System, the proprietary management energy system for the town. Similarly, cameras are on all town buildings, which can have different views and it's important to have all on the same system for security reasons. Important to have one system for expense reasons, as well as energy management issues. The motion they're looking for is a vote to provide proprietary HVAC control system by Johnson Controls Metasys system and the Vanderbilt SMS system for the security part.

On a Motion made by Susan McCready and seconded by Jennifer Hunt moved that the West Elementary School Building Committee vote to authorize that the following 2 proprietary systems be included in the schematic design submission: Johnson Controls Metasys MS system for the building management system and Vanderbilt SMS system for the security system. The motion was approved on a roll call vote 13-0.

Selection of next SBC meeting date.

The Chair's work schedule has changed to Tues and Thurs. evenings. The Chair recommends Wednesdays as the new meeting night – Feb 3 and 17th – the opposite Wednesdays to the FINCOM meet (which meets the 2nd and 4th of the month). An unreconciled version of the estimate report will be sent to the SBC on Jan. 22nd, but the reconciled version will be sent again to the SBC on Feb 1 with a review at the Feb 3rd meeting and a vote on Feb. 17th. On Jan 26th the SBC will get the SD report – the narratives, listing of permits, etc. The district's budget needs to be set by Feb. 17th. The SD submission to MSBA is due on Feb. 24th.

On a Motion made by Susan McCready and seconded by Andrew Flanagan, the West Elementary School Building Committee voted to adjourn the January 12 meeting. The motion was approved on a roll call vote 13-0. The meeting was adjourned at 7:58PM.

Respectfully,
Alison Phelan, Recorder

CERTIFICATION
Town Clerk and Chief Strategy Officer
Austin Simko

Date:

Town Stamp: