

West Elementary & Shawsheen Preschool Building Committee Minutes
Tuesday, January 26, 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, Jennifer Hunt

Non-Voting Members: Amrata Kirpalani, Steve Nembirkow, APS Chief Operations Officer, Mark Johnson, 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 stated that she would need to leave early due to a teaching commitment, but that Susan McCready would take it over.

Approval of Minutes. Vote expected

Minutes of January 12, 2021 – There were changes made by Susan McCready and Mark Johnson, name changes, some other small type of changes, were noted.

On a Motion made by Susan McCready and seconded by Claudia Bach, the West Elementary School Building Committee approved the January 12, 2021 meeting minutes. On a roll call vote, the motion for the January 12, 2021 meeting minutes was approved on a 13-0 vote.

Discussion of Feb. 10th Public Forum

The Chair went over what would be covered at the Public Forum which will be held on February 10, 2021. The Chair wanted to talk about the site layout, schedule, budget and impact on tax payers. She also reiterated that the new Town Meeting date would be on June 5th. This 2 ½ override vote must be taken at Town Meeting. Then a majority vote on a ballot which would be held on June 15th. The Town Manager thought he would present all the West Elem and Shawsheen information and then talk about all the other components -- how the costs can be offset by the pension costs.

The Town Manager hoped to hold the Town Meeting outdoors similar to 2020, and if not then at the Collins Center. The tent size which will be used at Town Meeting is 56,000sq.ft, so it may be suitable to use for the AHS graduation which is 2 days later. The Chair welcomes any help in getting the word out about the project itself. Andover Green Advisory Board would perhaps be interested in seeing a presentation. ACE might also be interested in the project.

CM at Risk Update

Mr. DeFilippis stated that they have received 8 requests for the RFQ with 5 firms who have submit interest forms. The RFQ is due back on Feb. 8 and then the group meets on Feb. 16th to review. Mr. DeFilippis is pleased with the interest thus far.

Estimate Update: [Draft Estimate and Table of Contents Presentation](#)

Ms. Finnegan reminded the SBC that these estimates are drafts not reconciled and received recently. The designer estimates are done by A.M. Fogarty, the OPM are done by PM&C. The construction costs are the hard price, brick and mortar costs. The project costs are OPM fees, architect, furnishings, technology, etc. The total project funding will be shown on Form 3011 which will be shown at the next meeting.

This week, the team will go thru each line item and will make sure that the two estimators are within 5% of each other's estimate. There are VE items and Alternates are pricing break down costs that need to be reviewed. Some costs were broken down more so at this point. Contingencies are pretty straight forward. That will be built in the total budget project. But these still need to be reconciled. MSBA wants you to carry 10% - already in the estimates plus escalation (forecasting over 2 years).

There will be a summary of the estimates – these initial estimates will not be submitted to MSBA.

Ms. Finnegan started with Item A – mechanical screening around the roof (\$211,968). It's prudent to keep the acoustical screening at this time. Item B – coconut husk infill vs. coated sand-this should be considered an add (+\$158,259). Item C – if we eliminated the synthetic turf and added a natural turf, that is what is included here (\$771,173). The dividers are shown in Item D, E and F. Those would be between the gym-café and also between the fitness-multi/purpose room. You would either have a solid wall or open area space and use motorized vertical or horizontal dividers. There are some good costs variations to evaluate these items.

Any comments should be sent to Mr. DeFilippis by Friday before SMMA begins to review the information. Ms. McCready clarified that they realize that they typically wouldn't be seeing the information in the raw format. But as Ms. Finnegan pointed out they wanted the Committee to see the draft due to time constraints. However, the report will be reconciled. Mr. Rice will supplement the visuals with the numbers so people can see the images.

Ms. McCready asked if the gross sq. feet costs on the estimates equivalent to the \$333 that MSBA is reimbursing. Ms. Finnegan stated their costs doesn't include the mark ups, this is the raw trade dollars. There are many factors to the MSBA eligibility reimbursement costs – there are many different items.

Ms. Finnegan stated that the MSBA reviews submissions in a methodical order. The Table of Contents is in the same order of their checklist. The Department of Secondary and Elementary Education (DESE) submission will be a completely separate stand-alone document – although it will be part of this report as well. The MSBA subcommittee will review the Special Ed separately and approved. Then the Schematic Design report, brief summary, what the Committee outreach has been, the project funding, square footage, grades, schematic design images and also the responses of prior submittals. With every submission report, comments must be resubmitted.

Then onto the Final Design Program, Components of the educational plan are matched up to the description for each goal and how the building helps the educational plan. The entire educational plan is re-pasted in the report.

The Table of Contents were thoroughly reviewed by Ms. Finnegan. Ms. Nicosia suggested that the plan could be reviewed by a firm (name??) hired by the Town to review the ADA and MAAB Design compliance.

A vote must be taken by the SBC at the Feb. 17th SBC meeting. The certified SBC meeting notes from the Feb 17th meeting will need to be submitted unapproved since there won't be time for the Committee to vote on the Feb. 17th meeting minutes. However, there will be time afterwards to resubmit the approved modified minutes. The report is a large book – with PDF drawings. A lot of the report is boiler plate; however, this is the process and procedure which must be followed.

Public Input at discretion of the chair

No public input tonight. Meeting again next week, Wednesday, Feb 3, then a Community Forum on Feb 10 and vote on the SD submission on February 17th.

Items not reasonably anticipated prior to the publication of the agenda

On a Motion made by Claudia Bach and seconded by Jennifer Hunt, the West Elementary School Building Committee voted to adjourn the January 26 meeting. The motion was approved on a roll call vote 12-0. The meeting was adjourned at 8:14PM.

Respectfully,
Alison Phelan, Recorder

CERTIFICATION
Town Clerk and Chief Strategy Officer
Austin Simko

Date:

Town Stamp: