

West Elementary & Shawsheen Preschool Building Committee Minutes
Wednesday, June 16, 2021 – 7:00AM

Participating in person

Access Voting Members: Chair-Paula Colby-Clements, Dr. Claudia Bach, Carol Green, Susan McCready, Janet Nicosia, Paul Rollins, Elizabeth Roos, Donna Walsh,

Participating remote: Siggy Pfendler

Non-Voting Members: Mark Johnson

PMA Consultants: Brian DeFilippis, Karina Pena;

SMMA Architects: Matt Rice

Community Members: Steve Fink; Terry Peznola – Town Purchasing Agent

West Elementary School Building Committee Chair (SBC), Paula Colby Clements, opened the meeting at 7AM in the SC Room, School Administration Building. This was the first meeting since before the pandemic that the Committee was meeting in person. As of yesterday, the Governor's Emergency orders have expired which required public bodies of Committee members to meet in person for the meeting, Siggy Pfendler is participating via conference call.

The Chair happily announced that the vote had been approved for the project by Town of Andover voters (78%) last night.

Approval of Minutes. Vote Expected

Minutes of May 19, 2021

Ms. McCready stated that a sentence in the minutes should reflect that ACE helped with the West Elem/Shawsheen project. However, it was the "Yes to Wesp" group who should be given credit for this marketing video. Besides that, there were other minor corrections made to the minutes.

Ms. McCready moved that the West Elementary School Building Committee vote to approve the minutes from the May 19th 2021 meeting. The motion was seconded by Interim Superintendent, Claudia Bach, and voted 9-0 to approve.

Approval of May Invoices. Vote Expected.

The Chair submitted for payment approval – Invoice from PMA Consultants #4303 dated June 7 2021 for services covering the period of May 1 – May 31, 2021 for the amount of \$9,207.96.

Ms. McCready moved that the West Elementary School Building Committee vote to approve the PMA Invoice #4303 dated May for the period of May 1-May 31, 2021 in the amount of \$9,207.96. The motion was seconded by Paul Rollins and voted 9-0 to approve.

The Chair submitted for payment approval- Invoice from SMMA Consultants #0054997 dated June 8, 2021 for services covering the period of May 1- May 28, 2021 for the amount of \$1933.25

Interim Superintendent, Claudia Bach, moved that the West Elementary School Building committee vote to approve the SMMA Consultants invoice #0054997. The motion was seconded by Janet Nicosia and voted 9-0 to approve.

Update

The Chair wanted to recognize members of the SBC and in the community for all their help to get the word out and get the vote for the project. She wanted to thank everyone for their incredibly hard work and said it is a good day for Andover. Ms. McCready acknowledged the Chair for doing a wonderful job in guiding us through the project to this point from the Committee and the West Elementary community. Dr. Bach also noted that she has enjoyed her time on the Committee and realizes all the expertise and work of the Committee has done to this point. Ms. Nicosia also thanked SMMA and PMA for all their help and how accessible they have been throughout the project. She appreciates they have taken all the feedback, as well as the criticism, throughout the project work. Mr. Fink thanked everyone and noted that Andover is coming out of COVID and it is a very exciting time.

The Chair stated the total amount of the project (\$151M) which was approved at Town Meeting and the June 15th vote did include the services for the architect, PMA Consultants and Construction Manager @Risk. Architect fees are capped at 10% of the building project; and 3.5% for the OPM – which is what MSBA has already approved for these services. These contracts have already been negotiated. However, at this time we are entering into the Design and

Development project side, so we need to approve the fees for Design and Development (DD), the CM@Risk services. \$11,215,000. Reimbursables are \$880,000 Total is \$12,095,000

Ms. McCready moved that the West Elementary School Building Committee vote to approve the SMMA contract fee proposal for the design and development (DD) phase through closeout in the amount of \$11,215,000 and reimbursables in the amount of \$880,000 which totals \$12,095,000. The motion was seconded by Interim Superintendent, Claudia Bach, and voted 9-0 to approve.

Ms. McCready moved that the West Elementary School Building Committee vote to approve the PMA contract fee proposal for design and development (DD) phase through closeout for basic services in the amount of \$3,835,117; and the estimates in the amount of \$112,000 which totals \$3,947,117. The motion was seconded by Liz Roos and voted 9-0 to approve.

The Chair stated that the firm Gilbane was selected for CM@Risk. We need to move for an approval in the preconstruction phase. Mr. DeFilippis said that since all numbers haven't been vetted yet, they can only ask for approval on this phase. The CM@Risk will also go thru their own estimates. With the market as it is now, it may be a tumultuous time to do these types of estimates. Preconstruction is anything that happens before the shovel is on the ground. The preconstruction phase is from now until summer June 2022.

Mr. Johnson asked how the contractor manages the rising prices and delays. Mr. DeFilippis said they hoped by next spring things will be more settled and that is why it's a good idea to work with Gilbane and get an estimate now.

Mr. Rollins moved that the West Elementary School Building Committee vote to approve the contract fee proposal with the firm Gilbane for the preconstruction DD phase in the amount of \$65,295 and for the preconstruction Construction and Design enabling phase in the amount of \$184,705 for a total amount of \$250,000. The motion was seconded by Ms. McCready and voted 9-0 to approve.

Timing for DD Sessions in September:

Mr. Rice said they need again to meet with the educators to understand the next level of input. They need to circle back with the focus groups – interior, safety/security; site design, etc. The challenge is that summer is now here so they won't meet until the beginning of school. They would like to start to meet around September 20th; if they can do some work with the working groups over the summer that would be ideal. Dr. Bach noted that with the new Custodial Supervisor, Mr. Jones, on board he may be of some assistance with this work. The meetings will be done hybrid (some in person and virtual).

The School Building Committee will meet again on Wednesday, August 4, 2021 at 7PM next meeting. If the meeting can be done virtually, the Committee may do this at this meeting providing the Open Meeting laws allow this. A quorum of 7 members in person must be met.

Ms. McCready moved that the West Elementary School Building Committee vote to adjourn the June 16, 2021 meeting. Mr. Rollins seconded the motion and it was approved on a 9-0 vote. The meeting was adjourned at 7:45AM.

Respectfully,
Alison Phelan, Recorder

CERTIFICATION

Town Clerk and Chief Strategy Officer: Austin Simko

Date:

Town Stamp:
