

West Elementary & Shawsheen Preschool Building Committee Minutes Wednesday, September 1, 2021 – 7:00PM

Participating via remote

Access Voting Members: Chair-Joel Blumstein, Dr. Magda Parvey, Carol Green, Janet Nicosia, Paul Rollins, Elizabeth Roos, Rick Almeida, Siggy Pfendler, Jennifer Hunt

Non-Voting Members: Mark Johnson, Paul Szymanski, Tracey Spruce

PMA Consultants (remote): Brian DeFilippis, Karina Pena;

SMMA Architects (remote): Matt Rice

CM at Risk Contractor (remote): Michael Marcella, Walter Kincaid, Joe McCoy

Community Members: Steve Fink, Nicole Kieser, Paula Colby-Clements

West Elementary School Building Committee Chair (SBC), Joel Blumstein, opened the meeting at 7PM. The meeting was held virtual via Web Ex meeting.

The Chair welcomed everyone to the meeting stating that today had been the first day of school and that 3 yrs. from now students could be starting school at the new West Elem/Shawsheen school building. He reminded anyone who wanted to send in comments should send them to Scremote@andoverma.us

Approval of Minutes. Vote Expected

Minutes of Aug. 4, 2021

Mr. Blumstein stated there was only 1 correction to the minutes.

Ms. Hunt moved that the West Elementary School Building Committee vote to approve the minutes from the August 4th 2021 meeting. The motion was seconded by Heather Eigen, and voted 8-0 to approve.

Approval of PMA, SMMA Invoices. Vote Expected.

The Chair submitted for payment approval- Invoice from PMA Consultants #04303-26 dated July 6, 2021 for services covering the period of June 1 to June 30, 2021 for the amount of \$8,909.02.

Ms. Hunt moved that the West Elementary School Building committee vote to approve the PMA Consultants invoice #04303-26. The motion was seconded by Paul Rollins and voted 8-0 to approve.

The Chair submitted for payment approval- Invoice from SMMA Consultants #0055471 dated August 31, 2021 for services covering the period of July 23 to Sep 3, 2021 for the amount of \$603,750.

Ms. Hunt moved that the West Elementary School Building committee vote to approve the SMMA Consultants invoice #0055471. The motion was seconded by Heather Eigen and voted 8-0 to approve.

The Chair submitted for payment approval- Invoice from SMMA Consultants #0055474 dated August 31, 2021 for services covering the period of July 24 to Sep 3, 2021 for engineering services in the amount of \$33,186.78.

Ms. Hunt moved that the West Elementary School Building committee vote to approve the SMMA Consultants invoice #0055474. The motion was seconded by Heather Eigen and voted 8-0 to approve.

Designer Update

Lorraine Finnegan shared her power point with the Committee. This is the phase when details are included in the design, finalize and make any final decisions on it. They're working towards a goal of *Estimate package* that includes drawings and specifications to Gilbane and SMMA by September 20th – which are independently looked at and then each comes back with independent estimates. Part of DD submission to MSBA includes a report. This Committee will get the package around September 27th and be asked to review it. PMA will facilitate all comments. They are targeting reconciling the estimate by October 13, with the next submission to MSBA on 10/22 – this all is pending the budget. After schematic design, submission date is the District's choice, not locked into any specific date by MSBA. There's no approval, MSBA will just review what is submitted to them. Question on whether there would be repercussions if there was a later date submission came up. The only repercussion would be if MSBA has more questions, nothing else is really impacted. MSBA has 21 days to review and then give us comments.

Building Committee comment review is due October 4th; on the DD report all comments are due October 11th. They have to report any changes in square footage in the report to MSBA. They will provide an update on sustainable design and other details. MSBA will have 21 days to review and then the District has 14 days to respond. This

process will take place 3 times more - Ms. Finnegan will share the checklists with the Committee on what the MSBA will be looking for. Sometimes we are surprised by the comments; it all depends on who the project manager is and what they are looking at specifically.

Prices are fluctuating all over the place; PVC pipe can't be found in one of their projects. It's a difficult time for building projects. Prices for wood are back to 2018, but other items for building projects have gone up. They may need to change dates if prices put the project over budget. Sometimes they may need alternates because they can't submit anything over budget to MSBA. Some possible changes include aluminum, steel studs, drywall, for example, which are up substantially. This is all unprecedented. The budget stands at \$151M for the whole project (what Town Meeting voted). Gilbane went over the drawings and came within \$1000 of SMMA's scope. The schematic design estimate for construction is at \$119M – this is the number that they will keep in mind for budget.

Town Department Meetings

Ms. Finnegan stated they had met with many different town depts including police/fire, traffic, facilities, just to name a few. They incorporated all the comments and needs to the project. Those minutes will be shared with the building committee. Mr. Blumstein who attended many of these meetings felt they were very interesting and learned a lot. Ms. Nicosia also stated that everyone gave constructive feedback. No variances are needed to be brought before the Zoning Board of Appeals because the height of the roof is below the threshold. They'll do a concurrent submission and also do their filings to the Conservation Commission around the middle/end of November at the same time as their submission to MSBA.

Site Investigation

They're working on a logistics plan and will meet with the school administration – parking, play areas, traffic circulation, bus circulation, etc. Ms. Finnegan showed an overview of a map of construction traffic, play areas to move for construction. These conversations will take place before anything is done. This will be presented to the Committee at the next meeting so they understand the concept and present it to the neighboring community. Parent pickup/drop off will require use of High Plain Road.

Next Steps

Educational Program Meetings will be during the week of September 20th. Follow up meetings with Fire/Police dept, plus others will follow. At the next SBC meeting, there will be an update on design with current imagery, logistics diagrams, community outreach and permitting discussions. There would also a vote on the DD documents for MSBA submission.

OPM Update

Mr. DeFilippis gave some updates on MSBA. They received the fully executed project funding agreement on August 5th. Total building project is \$151,661,968 of which estimated maximum facilities grant is \$38M. They submit monthly reports to them. They will also get monthly visits from the MSBA project manager. Outside Commission Agent will be assigned to the project from MSBA, an outside set of eyes and ears to ensure building is properly built. The Commissioning Agent will be Rist Frost Shumway Engineering from Laconia NH firm, and a kickoff meeting will be set soon. This is funded by the MSBA and not part of the project costs.

Budget Update:

Not much to report – have entered all the items as part of the funding agreement. This is a regimented code process which has been entered; this is a good start to process, audited feasibility costs and those are closed now. Still will get invoices from PMA, SMMA and eventually Gilbane. MSBA contracts with Gilbane have all been executed.

Next Steps:

Preparing for the estimates, taking all design development comments and send them to the designer. They're also getting ready for MSBA submission on October 22.

CM at Risk Update: Gilbane

Mr. McCoy remains hopeful things will level out during the course of the year before the bidding. A lot of good work is going on behind the scenes to navigate thru these times.

Mr. Marcell has received a lot of good input, protecting the education environment and mitigating the impact on the community. The site drop-off and pick up areas are being looked at to use as much of the existing sites as possible. They will include logistics and storage options in the report and how they transfer that into the scope of the trades. They would like to develop a bid package early so they can start to look at ordering materials early if necessary to keep the costs in check. There's also some delay in deliveries at this time. Mr. McCoy stated that in talking with subcontractors he often asks what they see as stable now and having a purchasing strategy. Budget flexibility can allow to navigate thru some of these times.

Community Outreach

Mr. Blumstein stated that he wanted to begin a discussion on this but would speak more on it at the next meeting. It's critical to be proactive in identifying issues before they become a problem. The website should have as much information so people can find it easily. Ms. Hunt requested a communication to staff/families on findings, site works, drones, etc. Sometimes she feels out of the loop of what's happening next and she feels that she needs to be aware of everything that is happening on site or at least know about it before the work is done so that she can communicate with parents and staff. She wants more clarity and work on what is being done as she doesn't speak the contractor lingo and requests this from the consultants. Mr. Blumstein committed to getting more information to Ms. Hunt. Ms. Nicosia asked if Joe Sgrosso, P&F rep., be kept in the loop of upcoming work so he can also notify the West Elem school admin.

Public Comment at Discretion of Chair

The School Building Committee will meet again on Tuesday, October 19, 2021 at 7PM. The Committee will meet again virtually for this meeting.

Ms. Hunt moved that the West Elementary School Building Committee vote to adjourn the September 1, 2021 meeting. Ms. Roos seconded the motion and it was approved on a 9-0 vote. The meeting was adjourned at 8:10PM.

Respectfully,
Alison Phelan, Recorder

CERTIFICATION

Town Clerk and Chief Strategy Officer: Austin Simko

Date:

Town Stamp:
