

PROJECT MINUTES

Project: W. Edward Balmer Elementary School Feasibility Study
 Prepared by: Joel Seeley
 Re: School Building Committee Meeting
 Location: High School Media Center
 Distribution: School Building Committee Members, Attendees (MF)

Project No.: 17020
 Meeting Date: 4/3/18
 Meeting No: 22
 Time: 6:30pm

Attendees:

PRESENT	NAME	AFFILIATION	VOTING MEMBER
✓	Joseph Strazzulla	Chairman, School Building Committee	Voting Member
✓	Melissa Walker	School Business Manager	Voting Member
✓	Thomas J. Melia	Representative of the Board of Selectmen	Voting Member
	Michael LeBrasseur	Chairman, School Committee	Voting Member
✓	Paul Bedigian	Representative of the Building, Planning, Construction Committee	Voting Member
	Steven Gogolinski	Representative of the Finance Committee	Voting Member
✓	Jeffrey Tubbs	Community Member with building design and/or construction experience	Voting Member
✓	Peter L'Hommedieu	Community Member with building design and/or construction experience	Voting Member
✓	Jeff Lundquist	Community Member with building design and/or construction experience	Voting Member
✓	Andrew Chagnon	Community Member with building design and/or construction experience	Voting Member
✓	Spencer Pollock	Parent Representative	Voting Member
✓	Adam Gaudette	Town Manager	Non-Voting Member
✓	Dr. Catherine Stickney	Superintendent of Schools	Non-Voting Member
✓	Steve Von Bargaen	Building Maintenance Local Official	Non-Voting Member
✓	Karlene Ross	Principal, W. Edward Balmer Elementary School	Non-Voting Member
✓	Jill Healy	Principal, Northbridge Elementary School	Non-Voting Member
	Kathleen Perry	Director of Pupil Personnel Services	Non-Voting Member
✓	Lee Dore	D & W, Architect	
✓	Thomas Hengelsberg	D & W, Architect	
✓	Joel Seeley	SMMA, OPM	

NORTHBRIDGE TOWN CLERK
DOREEN A. CEDRONE

18 JUN 14 AM 10:48

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Item #	Action	Discussion
22.1	Record	Call to Order, 6:35 PM, meeting opened.
22.2	Record	J. Strazzulla announced the meeting will be video and audio recorded with live broadcast and future re-broadcast.
22.3	Record	J. Strazzulla introduced T. Melia as the Board of Selectmen appointee to the Committee.
22.4	Record	A motion was made by P. Bedigian and seconded by J. Lundquist to approve the 3/20/18 School Building Committee meeting minutes. Motion passed unanimous by those attending, two abstentions.
22.5	Record	Warrant No. 9 was reviewed. A motion was made by A. Chagnon and seconded by P. Bedigian to approve Warrant No. 9. No discussion, motion passed unanimous.
22.6	M. LeBrasseur	The School Committee will lead the process of discussing possible outcomes for the disposition of NES with other Town boards and committees, M. LeBrasseur will coordinate.
22.7	J. Seeley	<p>J. Seeley distributed and reviewed the draft CM Selection Subcommittee Meeting minutes, dated 3/26/18, including correspondence from Consigli Construction Co., Inc. and Fontaine Bros., Inc. The CM Selection Committee utilized the following equally weighted criteria: qualifications, plan/schedule and cost. Each Committee member expressed their findings from the CM proposals, CM interviews, supplemental proposal information, the 3/17/18 CM Selection Committee meeting, the 3/20/18 School Building Committee meeting, correspondence from Consigli Construction Co., Inc. and Fontaine Bros., Inc. and the criteria. The subcommittee voted 5 in favor and 1 against to recommend the Committee approve Fontaine Bros., Inc. as the CM.</p> <p>Committee Discussion:</p> <ol style="list-style-type: none"> 1. J. Lundquist expressed that having the Subcommittee meet again to discuss and vote their recommendation was beneficial to the process and that he believes Fontaine Bros., Inc. will address any concerns he had, therefore will vote in favor of the recommendation. <p>A motion was made by P. Bedigian and seconded by J. Lundquist to approve the subcommittee recommendation to award the Construction Manager at Risk services to Fontaine Bros., Inc. Motion passed unanimous, one abstention.</p> <p>J. Seeley to notify each CM firm that submitted proposals of the outcome and prepare the CM at Risk Services Agreement for execution. J. Seeley to invite Fontaine to attend the next Committee meeting.</p>
22.8	T. Hengelsberg	<p>T. Hengelsberg presented the Site Plan, including site pricing alternates for an expanded buffer along the East Property line and deleting the access drive to North Main Street, attached. The four CMs indicated during their interviews that the access drive to North Main Street was not needed for construction purposes.</p> <p>Committee Discussion:</p> <ol style="list-style-type: none"> 1. J. Strazzulla asked if the access drive can be priced as just a lit walkway? <i>T. Hengelsberg indicated yes, and will follow-up with PM&C, their cost estimator, and Fontaine.</i>

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		<p>2. A. Chagnon asked that D&W make sure there is sufficient costs in the estimate for the site storm drainage systems and earthwork, specifically the cutting and filling work. <i>T. Hengelsberg indicated yes, they will be confirm the estimate is reasonably conservative for this work.</i></p> <p>3. L. Dore indicated a meeting with all the abutters will be scheduled.</p>
22.9	T. Hengelsberg	<p>T. Hengelsberg presented updated building exterior façade images, attached.</p> <p>Committee Discussion:</p> <p>1. P. L'Hommedieu asked that appropriate access to the roof for equipment maintenance and servicing be provided. <i>T. Hengelsberg indicated a roof hatch is currently being provided, and D&W will study stair access.</i></p> <p>2. J. Strazzulla asked if there are alternative colors to the blue color, it is very important that the Town is comfortable with the appearance? <i>T. Hengelsberg indicated yes, D&W is studying options.</i></p> <p>3. P. Bedigian asked if different exterior wall systems and materials will be presented for review? <i>T. Hengelsberg indicated yes, D&W will present options and prices at the next Committee meeting.</i></p>
22.10	Record	<p>T. Hengelsberg presented updated building plans, attached.</p> <p>Committee Discussion:</p> <p>1. J. Strazzulla asked if Stair No. 5 was open? <i>T. Hengelsberg indicated no, the stair is enclosed with a rated wall with glazed openings. The stair well itself is open to the stairs above and below.</i></p>
22.11	Record	<p>T. Hengelsberg presented the energy model and operating costs and the cost to operate the new facility as compared to the energy cost to operate the existing Balmer and NES, attached.</p> <p>Committee Discussion:</p> <p>1. A. Chagnon asked what areas of the building will have full air conditioning as opposed to displacement air dehumidification? <i>T. Hengelsberg indicated the administration offices, media center, Sped rooms and MDF/IDF closets are full air conditioned.</i></p> <p>2. A. Chagnon asked if the School Administration is in agreement with the spaces to receive full air conditioning? <i>C. Stickney indicated yes, based on the visit to the Scituate Middle School, which has a similar system.</i></p> <p>3. S. Pollock asked what are the draw backs of the displacement air dehumidification system? <i>L. Dore indicated that the system is not easily changed to full air conditioning in the future, the ductwork and rooftop units would need complete changing out.</i></p>

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		<p>4. J. Lundquist asked if the energy model and costs are based on the school being occupied September to June only? <i>L. Dore indicated no, the models and costs include about 30% of the school being occupied for summer use.</i></p>
22.12	Record	T. Hengelsberg presented the updated Sustainable Design Features, attached.
22.13	J. Seeley Committee Members	<p>J. Seeley distributed and reviewed the Total Project Budget Form for Option C3.1b from the PSR Submission and Designer and OPM Fees history from MSBA, attached. J. Seeley indicated the Total Project Budget Form will be updated for the 4/18/18 Committee meeting for approval to submit to MSBA and will include the final Construction Costs and Designer and OPM fees.</p> <p>Committee Discussion:</p> <ol style="list-style-type: none"> 1. J. Lundquist asked that the draft and reconciled construction cost estimates be sent to the Committee before the 4/18/18 meeting. <i>J. Seeley will forward to the Committee upon receipt from PM&C and Fontaine.</i> 2. J. Strazzulla asked the Committee to email J. Seeley with any questions on the Total Project Budget Form. 3. P. L'Hommedieu asked what costs will Fontaine be carrying for General Conditions? <i>J. Seeley indicated the costs shown in the supplemental proposal information.</i>
22.14	J. Strazzulla	<p>The PR subcommittee update:</p> <ol style="list-style-type: none"> 1. J. Strazzulla indicated the Seniors Tax Abatement is at the maximum level and that he will work with A. Gaudette to review strategies to assist seniors in taking advantage of the program. 2. J. Strazzulla will issue a press release indicating Fontaine being selected as the CM.
22.15	Record	Public Comments - none
22.16	J. Strazzulla Committee Members	<p>Old or New Business</p> <ol style="list-style-type: none"> 1. J. Strazzulla will coordinate with the Finance Committee, Selectman and School Committee for a joint meeting. 2. J. Strazzulla distributed and reviewed an email from Edward Orazine and asked that Committee members review and email J. Strazzulla their responses. J. Strazzulla will consolidate and issue a response on behalf of the Committee. 3. A. Gaudette provided an update on the 3/28/18 meeting with UniBank regarding the borrowing plan for the project. Loan duration and interest rates were discussed and a follow-up meeting will be held once the final Total Project Budget is established and a project cash flow is developed.
22.17	Record	Next SBC Meeting: April 18, 2018 at 6:30 pm at the High School Media Center.
22.18	Record	A Motion was made by A. Chagnon and seconded by J. Tubbs to adjourn the meeting. No discussion, motion passed unanimous.

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Page No.: 5

Attachments: Agenda, draft CM Selection Subcommittee Meeting minutes, dated 3/26/18, including correspondence from Consigli Construction Co., Inc. and Fontaine Bros., Inc, Total Project Budget Form for Option C3.1b from the PSR Submission and Designer and OPM Fees history from MSBA, Powerpoint

The information herein reflects the understanding reached. Please contact the author if you have any questions or are not in agreement with these Project Minutes