

**Town of Watertown
School Building Committee
Administration Building, Richard E. Mastrangelo Council Chambers
Three Elementary School Projects
Wednesday, November 6, 2019
6:00 – 8:00 p.m.**

M I N U T E S

Committee Members Present: Mark Sideris, (chair), John Portz (vice-chair), Paul Anastasi, Dede Galdston, Lori Kabel, Kelly Kurlbaum, Lindsay Mosca, Stacy Phelan, Tom Tracy, Heidi Perkins, Steven Magoon and Vinnie Piccirilli

Others Present: Scott Dunlap, (Architectural team, Ai3 Architects), Kris M. Bradner, (Traverse Landscape Architects), Vivian Varbedian (OPM, Hill International), Anne Marie Clinton (Winthrop Street)

1. Call to Order

Mark Sideris called the School Building Committee to order at 6:07 p.m.

2. Site Update on Hosmer School and Cunniff School

Hosmer and Cunniff School

Scott Dunlap and Kris Bradner provided an update on site designs for the playground and garden areas for all three schools. Kris Bradner had meetings with DPW, Parks & Recreation as well as the Garden Coordinator to provide input on the site design. Both Hosmer and Cunniff has (2) different play areas which provides play area for younger kids separate from the older children. Each play area has its own theme based on age. Committee will review the process of dedications for the playground at a later date.

Community Comment

Anne Marie Clinton inquired if there was a way to protect the equipment and the general area against destructive nature. Scott Dunlap informed the committee that all the sites will have complete video surveillance. Only code exterior lighting is required and included

Project Schedule Update

Scott Dunlap presented a brief update to the previously presented (May 2019) to the elementary school projects and focus primarily on the next few months. Currently, the completed 60% of the construction documents on November 22. Reconciliation will occur by both Hill's cost estimator and A13's cost estimator. Commissioning agent will also review construction documents at the same time. With a goal of presenting all of the reconciled information at the end of December. Both the Cunniff and Hosmer is still on track for March 12,

2020 release of bid documents. Filed sub-bid contracts which will be delivered to the town on April 8, 2020. Final general contractor's bids will be delivered at the end of April with a goal of doing a contract award in May to the general contractors in order to mobilize in June for the project. Also, Hill is building on a more comprehensive and detailed schedule to present in the near future. Kelly Kaulbaum had concerns about tight schedule regarding site, parent and construction logistics. Most of the construction logistics will already be established as part of the bid package. Vivian Varbedian informed that internal meetings are occurring regarding the phasing plan for construction as well as a move management plan. Once more developed, the plans will be established for presentation with all necessary parties. The strategy is to award the Hosmer and Cunniff projects as one package to one contractor and Lowell as an independent package to a separate 2nd contractor.

Community Comment

Anne Marie Clinton inquired about the impact on traffic and logistics in the community and the neighboring towns. Scott informed her that the phasing plan will be finalized over the next few months with further discussions with the community. Chairman Mark Sideris assured the community that additional communications and community meetings to be held at each individual school site will be made when appropriate to the community at large. Informed that the communications sub-committee be re-instated.

Overview of Commissioning

Vivian Varbedian presented on an overview of the fundamental and enhanced commissioning process. She continued to report that the commissioning subcommittee met, reviewed all the proposals, ranked each proposal as either, most advantages, advantages or disadvantages. The sub-committee ranked the top 3 proposals in order of most advantages. They performed a reference check on the top 2 firms, discussed the outcomes of the reference checks and confirmed the agreed upon selection of the top ranked firm. A choice was made of the top 2 firms as NV5 and Colliers. Colliers was selected as the top ranked firm, the subcommittee opened Collier's fee proposal. Hill requests the approval of the School Building Committee to approve and move forward with Collier's as the selected Commissioning agency for the project. Vinnie Piccirilli motioned for approval of Colliers to be the commissioning agent. All were in favor.

Overview of Cost Estimates

Vivian presented on the design development cost estimates. Design development documents were submitted to both the Architect's cost estimating team as well as the Owner's cost estimating team. Teams are Ai3 - PM&C and Owner's – RLP (Rider Levett Bucknall). PM&C reflected total of all 3 projects as \$134,416.311. RLP showed a total of all 3 projects as \$137,657.400. Both Kelly Kaulbaum and Lindsay Mosca requested a copy of the budget. Overview was displayed showing delta between PM&C and RLP's estimates. Working on

presenting a total project budget for the next SBC meeting. Vivian mentioned that the 60% CD cost estimates will be crucial in determining the construction costs for the project budget and at that point review any VE options.

Sustainability Committee Update

John Portz updated the SBC that the discussions of the subcommittee focused on photo voltaic solar panels for the Hosmer and Cunniff schools. Ai3 presented the information they had gathered on Power Purchase Agreement organizations. Scott felt that there is a significant benefit to the Town to move forward with a PPA. A General discussion was held discussing the pros/cons of having the agreement as opposed to the town owning the solar panels. Further review will be done by the subcommittee examining the PPAs vs town ownership prior to a formal recommendation made to the SBC.

Schedule Next Meeting

Chairman Mark Sideris announced that the next tentative meeting will be held on (Wed) November 20, 2019. Location to be at the High School.

Adjournment

Chairman Mark Sideris made a motion to adjourn. The motion was seconded by Vinnie Piccirilli. All were in favor. Meeting adjourned at 7:57p.m.