

Educational Facilities Planning and Building Committee

Minutes of the Meeting February 26, 2014

Members Present: Cynthia Bohne, Don Cecich, Bob Deering, *Chair*; Brendan Driscoll, Roger Hain, Geethanjali Mathiyalakan, Bill McAlduff, Gerald Nardone, Linda Rossetti, and Charles Tseckares.

Members Absent: Shelly Walsh

Others Present: Jim Burrows and Jim Dowd, Skanska USA Building; Ed Frenette, SVP SMMA; Tony Iacovino, Senior Associate, SMMA; Jeff Navin, Project Executive, Consigli; Tom Gwin, Principal, WHS; John Danizio, Director, Finance, Winchester Public Schools; Susan McPhee, Energy Management Committee; Pete Lawson, DPW.

Bob Dering called the meeting to order at 6:35 pm at Town Hall. Please refer to the attached meeting agenda dated February 26, 2014 (Attachment #1).

1. **Questions and Comments from the Public:** There were none.

2. **Vinson Owen:**

- a. **Ridge Street Trees:** Jim Dowd updated the Committee on the status of our discussions with the resident. Bob Deering asked the Committee to consider the following resolution:

A motion was made by Charles Tseckares, and seconded by Brendan Driscoll, to authorize Skanska USA to approach the owners of Ridge Street on behalf of the EFPBC with a final offer of \$5,000 to resolve the owner's request for compensatory trees to be planted on the owner's property. If accepted, there would be no use restrictions on the monies transferred to settle this disagreement. The Motion was unanimously approved.

- b. **Change Order Status:** Jim Dowd informed the Committee of the working status of CO#12. Skanska plans to bring that forward for review at a future meeting. Geetha Mathiyalakan inquired about the status the slope based upon current conditions. She suggested that it be investigated since current conditions suggest that it is still incorrect. Skanska confirmed that vegetation will be planted during April vacation.

3. **Winchester High School:**

a. **Project Management Update:**

- i. **Modular Procurement:** Skanska updated the Committee on the process to procure modular classroom space. Bids will be due March 14, 2014. The Committee will evaluate the information and award the bidder on March 20, 2014. To date, we've received five responses to our RFI.

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- ii. **Introduction of Consigli as CM At-Risk Contractor:** Bob Deering introduced Jeff Navin as the project executive from Consigli Construction Co., Inc. Consigli has begun their review of the project's specifications. Their estimate and risk analysis is due thirty (30) days from contract award. Jeff informed the Committee that he and his team are well underway working with SMMA and Skanska to meet this first milestone.
- iii. **Public Meetings:** The Committee agreed to the following dates:
 - 1. Neighborhood Meeting: March 13 at 7:00 PM in the High School Auditorium.
 - 2. Town-wide Information Session: March 18 at 7:00 PM in the High School Auditorium.
- b. **SMMA/Architect's Update:** Ed Frenette and Tony Iacovino led the discussion of WHS' Entry Alternatives and Phases Update. Please refer to Attachment #2: SMMA Entry Alternatives and Phasing Update, February 26, 2014 for the PowerPoint materials (http://info.smma.com/files/2014-02-26_EFPBC-EntryAltPhasingUpdate-FINAL.pdf).
 - i. **Entry Alternatives:** Ed Frenette led the a discussion regarding the Entry Alternatives agreed upon at the prior meeting. Slide 3 summarized the issues raised by the Committee at the prior meeting. The Committee raised the following additional items:
 - a. Open area seating for seasonal dining usage
 - b. Question about the volume of loading/unloading through academic wing C
 - c. Exterior color palette?
 - d. Will final building look so boxy? Institutionalized?
 - e. Auditorium roof. What is the status of the testing for ability to PV panels?
 - f. Weight of building in relation to external materials being evaluated

The Committee supported continued exploration of this alternative.

- ii. **Phasing Questions:** Tony Iacovino discussed the updated thinking regarding phasing. See Attachment #2: SMMA Entry Alternatives and Phasing Update, February 26, 2014 for the PowerPoint materials.

Tony confirmed that the Phasing would occur over 3 academic years and 4 summers. SMMA, in collaboration with Consigli and Skanska, recommended the following changes to the original plan. See slide #27 - #29 of the above referenced PowerPoint presentation. The highlights from the new recommendation include:

- i. Complete all 'new' construction areas in Phase 1 including the new Music space and administration areas;
- ii. Concentrate academic phases together in the final phase; and

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- iii. Remove the requirement for Administration to move twice thus eliminating the need for Administrative temporary space.

The revised phasing approach represents substantial cost avoidance for the project. This is derived from reducing the number of temporary moves, e.g. Administration, and an overall reduction in the amount of modulars. The new modular requirements would reduce from 30 for three years to 8, 8, and 30. The revision also reduces the total number of classroom hours students spend in the modular classrooms by 30%. The new phasing also eliminates the need for science labs in the modulars.

The Committee had several questions for SMMA, Skanska and Consigli regarding this new scheme. For example, student access and safety was discussed at length. In addition the site layout and location of various parking options during the various phases was discussed.

The Committee also discussed the issue of unofficial parking and how to mitigate this throughout the project, particularly during construction phases. The Committee agreed to an increased communication program with the neighbors starting with the planned Neighborhood meeting on March 13, 2014.

A motion was made by Brendan Driscoll, and seconded by Charles Tseckares, to adopt the revised Phasing Plan as presented by SMMA and documented in SMMA Entry Alternatives and Phasing Update, February 26, 2014 (See Attachment #2). The Motion was unanimously approved.

- 4. **Spending & Payment Authorizations:** Copies of the Memorandum from Richard Howard, Town Manager, to the EFPBC dated February 26, 2014 regarding invoices for payment and spending authorizations was distributed and reviewed (Attachment #??). The Town Manager recommends that the Committee take favorable action on the invoices and spending authorizations.

A motion was made by Gerald Nardone, and seconded by Brendan Driscoll, to authorize the Town Manager to pay the Vinson-Owen Elementary School Project invoices to Tappé Associates, Dell Marketing, Valley Communications systems, and CTA Construction and the Winchester High School Project invoices to SMMA as more fully described in the Town Manager Memorandum to the EFPB dated February 26, 2014 (Attachment #3).

Payment Authorizations			
Vinson Owen Elementary School Project			
	Tappe Associates	Invoice #140108	\$5,000.00
	Dell Marketing LLP	Invoice #XJ651TW79	\$4,319.76
	Valley Communications Systems, Inc.	Invoice #617124	\$ 805.13
	Valley Communications Systems, Inc.	Invoice # 621622	\$ 61.46.00
	CTA Construction Co., Inc.	Application #22	\$134,127.00

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Winchester High School Feasibility Project		
Symmes Maini & McKee Associates	Invoice # 0040100	\$367,000.00

The Motion was unanimously approved.

5. **Additional Business:** There was extensive discussion regarding the posting of information to the Town's website. The discussion focused on the timeliness of posting and the accountability. Skanska reaffirmed its ownership of posting all presentation materials to the website. The materials will be accompanied by a disclaimer alerting viewers to the work-in-process nature of the materials.

Also attached is a copy of SMMA's high School Design Development updated Schedule dated February 18, 2104 (Attachment #4).

As there was no further business Bob Deering declared the meeting adjourned at 8:00 pm. The next regularly scheduled EFPBC meeting is scheduled for March 5, 2014.

Respectfully Submitted,



Donald E. Cecich
EFPBC Secretary

Attachments:

1. Agenda, February 26, 2014
2. SMMA Entry Alternatives and Phasing Update, February 26, 2014
3. Memorandum from the Town Manager to the EFPBC dated February 26, 2014 regarding Invoices for Payment and spending authorizations.
4. SMMA's high School Design Development updated Schedule dated February 18, 2104.