

Educational Facilities Planning and Building Committee

Minutes of the Meeting March 19, 2014

Members Present: Bob Deering, Don Cecich, Charles Tseckares, Shelly Walsh, Brendan Driscoll, Linda Rossetti, Gerald Nardone and Roger Hain.

Members Absent: Geethanjali Mathiyalakan, Bill McAlduff and Cindy Bohne.

Others Present: Jim Dowd and Jim Burrows, Skanska USA Building; John LaMarre, Project Manager, Consigli Construction Company; Lorraine Finnegan, Project Manager, SMMA; Ed Frenette, SVP SMMA; Tony Iaccovino, SMMA; Jenifer Badershall and Amanda Vigneau, Interior Designers, SMMA; John Danizio, Director, Finance, Winchester Public Schools; Jasmine Jalinous, Winchester High School Student Representative; and Susan McPhee, Energy Management Committee..

Bob Dering called the meeting to order at 6:35 pm at Town Hall.

1. **Meeting Minutes:** The meeting minutes of February 12 and 26 and March 5 and 12, 2014 were reviewed. ***A Motion was made by Gerald Nardone, and seconded by Brendan Driscoll, to approve as amended the meeting minutes of February 12 and 26 and March 5 and 12, 2014. The Motion was unanimously approved.***
2. **Questions and Comments from the Public:** Michelle Nathan commented on her review of all the building documents and her understanding of the challenges and benefits of renovating the High School. She commented that we need better communication. There is a lot of crowding in the school. Janice Yens commented that she was surprised at the change in the phasing schedule. She wants the student passing through the school to have their education experience optimized during construction. She feels that the academic rooms need to be completed in the first Phase. She does not see an advantage to the change in phasing. Brendan Driscoll addressed the comments raised and discussed the construction phasing, safety, disruption, cost, project schedule, cost savings and the timing. Gabriel Latham, a High School asked if the project schedule was under review. Panicali Tyagi commented that we need to prioritize our needs, and it's not necessarily that we want the project to go faster. His son is a freshman and in student government. He was upset at the amount of time that they have to spend in portables and feels that their education will suffer as a result. Mr. Tyagi feels that it's all cost related. Wants to know how we balance educational needs. Bob took exception to his comments that we are cutting corners or shorting education—we are not.

Andrew Schneller commented that if the classrooms were done first, we would need fewer portables. Lorraine commented on the phasing, modular classrooms and overall schedule. The Committee will put phasing on the agenda for next week's EFPBC meeting. Bill doesn't want the department moving more than once. Andrew commented again that communication has been an issue. He commented that he received an e-mail talking about the phasing and saving money, not the why or any of the benefits. Bob explained the CM At-Risk contracting methodology and the benefits of having the CM on board to value engineer the project.

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Jim Burrows explained how he handles the positing of the PowerPoint presentation and how to get them. Shelly explained that the teachers and staff are often the catalyst for the changes that we are making in the projects. Lorraine commented that Bill represents the students. Jasmine Jalinous is a student representative who attends the EFPBC meetings. Ed commented that this new phasing program represents 1/3 less days that the students need to spend in the modular classrooms than in the original schedule. There are fewer moves and fewer modular classrooms. The parent's greatest concern was that student education must remain the most important issue during construction. A student asked if there would be lab modular classrooms. Lorraine commented that it's not been worked out yet. Andrew commented that parents like the original phasing plan better. Bob thanked all for their time and comments.

Other that participated in the discussion included Debbie Johnson and Ann Stover, architect.

3. ***Vinson-Owen Elementary School:*** – There was no report
4. ***Winchester High School Schematic Design:*** - Jim Burrows commented that Skanska has received quotes on the modular classrooms and they are being reviewed. We need to lock the supplier in by the first week in April. We have to work through exactly what we need before we lock them in. There are a total of six (6) projects underway in MA that needs 30 or more modular classrooms during construction.

Jim Dowd commented on the CM At-Risk contract. We should be able to get it wrapped up by the end of the week.

Jim Burrows on enabling only the electrical, plumbing and HVAC scope. The RFQ will go out next week. The response will be submitted to the Town. It's enabling only, and not for the whole project.

More geotechnical work needs to done in order to define the soil conditions better so a drilling contractor will be on site Saturday and Sunday to drill in specific area to get what they need. The chief of police asked that we include notification on the project web site.

Ed led off with a presentation on the Interior Design Development and Finishes for the Commons, Auditorium, and Media Center dated March 19, 2014 (Attachment #1). Jennifer and Amanda showed the Interior finish materials. Flooring will be either Terrazzo or porcelain tile. Walls will be porcelain tile.

Don raised concern regarding noise in the cafeteria when fully loaded, traffic through the space, moving chairs and furniture. Noise separation between the cafeteria and the media center (Library) is just single pane glass. Ed says single pane glass works fine. MCAST testing is often done in the libraries where they need quiet.

The location of the seal will be worked out later. In front of the auditorium would be more appropriate location.

Next week will talk about the academic wings and Gymnasium.

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Charles brought up the issue of stage right and stage left space. Jim Burrows commented that they had a meeting with Cathy Alexander yesterday to discuss and all agreed that the stage is too shallow to begin with so can't build in something permanent. We must use a drop. Total seating will be around 701 seats.

Ed reviewed the entrance design.

Bob distributed copies of the Design Review Committee's letter to the EFPBC dated March 18, 2013 summarizing their comments and questions regarding the February 14, 2014 ZBA Site Plan submission (Attachment #2). SMMA will prepare a response to the 25 comments.

5. **Spending & Payment Authorizations:** Copies of the Memorandum from Richard Howard, Town Manager, to the EFPBC dated March 19, 2014 regarding invoices for payment and spending authorizations was distributed and reviewed (Attachment #3). The Town Manager recommends that the Committee take favorable action on the invoices and spending authorizations.

Payment Authorizations:

Vinson-Owen Elementary School Project

Apple Inc.	Invoice #4272589659	\$ 9,599.60
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Spending Authorizations:

Vinson-Owen Elementary School Project

Window Film Depot	Contract for window film Installation	\$ 1,980.00
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Payment Authorizations:

Winchester High School Project

Skanska USA	Invoice #1312805-PDS-12042-19	\$29,563.05
MBTA	Right of Entry Application Fee	\$ 1,000.00

Spending Authorizations:

Winchester High School Project

MBTA	Right of Entry Application Fee	\$ 1,000.00
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Motions were made by Charles Tseckares, and seconded by Gerald Nardone, to authorize the Town Manager to pay the Vinson-Owen and Winchester High School project invoices and approved the Vinson-Owen and High School spending authorizations as described in the Town Managers memorandum dated March 19, 2014 to the EFPBC (Attachment #3).

The Motions were unanimously approved.

6. **Additional Business:** There was none.

Bob Deering declared the meeting adjourned at 8:45 PM. The next regularly scheduled EFPBC meeting is scheduled for Wednesday, March 26, 2014 at 6:30 PM in Town Hall.

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Respectfully Submitted,



Donald E. Cecich
EFPBC Secretary

Attachments:

1. SMMA PowerPoint presentation entitled: Interior Design Development and Finishes for the Commons, Auditorium, and Media Center dated March 19, 2014.
2. Design Review Committee's letter to the EFPBC dated March 18, 2013 summarizing their comments and questions regarding the February 14, 2014 ZBA Site Plan submission.
3. Memorandum from the Town Manager to the EFPBC dated March 19, 2014 regarding Invoices for Payment and spending authorizations.