

East Bridgewater High School Building Committee



Meeting No. 21

Date & Time: 7:00 pm Monday 14 March 2011
Location: East Bridgewater High School Library

Attended (✓) Name, Affiliation

East Bridgewater High School Building Committee

- | | |
|--------------------------|-------------------|
| ✓ David Floeck, Co-Chair | ✓ Elizabeth Hayes |
| ✓ Ryon Pratt, Co-Chair | ✓ George McCabe |
| ✓ Patricia Coppola-Lugo | ✓ Theresa McNulty |
| ✓ Susan T. Cote | Cheryl Pooler |
| ✓ Domenic DeAngelo | ✓ Paul Vieira |
| ✓ John Haines | George Samia |
| ✓ Thomas Hamilton | |

RFWalsh Collaborative Partners:

- Joe Naughton
✓ Paul Kalous
✓ Simon Tempest
Allyson Toner
✓ Inger Hamre-Foley

Ai3:

- ✓ Scott Dunlap
Jim Jordan
Troy Randall

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1. The meeting was called to order by co-chair Ryon Pratt at 7:06PM.

Meeting Minutes Approval

2. The committee voted to approve the minutes from Meeting #20 on February 28, 2011.
 - a. Motion – Thomas Hamilton
 - b. Second – George McCabe
 - c. Abstentions – Elizabeth Hayes and Domenic DeAngelo

Project Update

3. RFWCP distributed a Project Task List and reviewed the nine line items.
 - a. Simon Tempest reported Gregg Brasso from Riverside Gardens has offered to donate trees to the project. PARE has reviewed the drawings and believes the trees will fit best along the entry drive. PARE would like to talk to Mr. Brasso to better understand what trees are being donated and if there is a choice of trees as native trees would be the best choice.
 - b. Draft HSBC Stationary has been forwarded to Chief Pratt and Susan Cote for review. The address on the stationary is the high school address. The mail, after reviewed by Susan Cote, will be placed in a mail slot/box in Town Hall.
 - c. Athletic fields subcommittee has not met. The committee had asked for Ai3 to review if the new stadium could be built early on in the project. Scott Dunlap does not recommend building the stadium early on in the project as it will put unnecessary burden on the general contractor and would increase the cost. Additional details were given later in the meeting during the Stadium and Outside Storage Design discussion.

- d. Interior signage will be decided by the School Committee, who has set up a separate signage committee. Ai3 will in two to three weeks have the signage package ready, which will include dedicated display, plaque and signage spaces. The final decision on the names will not be needed before in a year's time.
- e. Outdoor storage options have been reviewed by Ai3 and their recommendations are to move the proposed Waste Water Treatment plant over a few feet in order to save the existing storage and propose to make the new Waste Water Treatment plant 90' x 90' and use half of this for storage. PARE also has placed on their drawings 6 pods, 10' x10', by the new stadium for storage but this is subject to change depending on the available area. The pods can be locked and the one of the security cameras can be aimed towards these for added security. The existing storage shed will need some renovation.
- f. Working Group Meeting for the Cable TV toured this morning the new Norwood High School and was impressed with the design and layout. Minor modifications to the East Bridgewater design, but overall it will be much the same as Norwood High School.
- g. Communication Plan was distributed and no comments were voiced. The communication plan will be forwarded to the MSBA for their review and file.
- h. Kevin Feeley is still reviewing the issue of who is responsible for naming replacement or additional HSBC members.
- i. Hire Local language is being reviewed by Garrity and Knisley.

Project Schedule

- 4. RFWCP distributed the project schedule and discussed upcoming town approvals. The Zoning Board of Appeals application has been submitted. The Planning Board and Conservation Commission applications will be submitted the last week of April/first week of May. Members of the HSBC should attend these town approval meetings/public hearings. The ZBA meeting is scheduled for April 6, 2011. RFWCP and Ai3 indicated that Construction Documents are one month ahead of schedule in order to bring the contractor on site and begin construction before winter.

Contractor Prequalification

- 5. RFWCP distributed a memorandum to the HSBC with the outline of the upcoming Contractor Prequalification process. Paul Kalous reviewed the document and stated that in order to have the general and sub contractors process completed by the time Ai3 have the documents completed, the Prequalification Committee would need to be discussed and members chosen at the meeting. The Prequalification Committee will have four members, per law, including one representative from the Designer, one representative from the Owner's Project Manager and two representatives of the Awarding Authority (HSBC). Ai3 will be represented by Darren Sawyer and RFWCP's representative will be Simon Tempest. The process is time consuming, and RFWCP agreed to take on the credit and reference checking of all the submissions to ease the burden on the prequalification committee.

David Floeck motioned to nominate Domenic DeAngelo and John Haines as the representatives of the Awarding Authority to the Prequalification Committee.

- a. Second – George McCabe
 - b. Vote - Unanimous
- 6. RFWCP will place the advertisement in the Central Register tomorrow, March 15th and create an advertisement for the Town of East Bridgewater to place in the local newspaper.
 - 7. Several members raised concern, including Philip Zentz a resident of East Bridgewater, of securing quality and durability of the construction and systems in the new high school. Scott Dunlap stated the MSBA has layers of oversight in order to minimize the risk of poor quality of construction and the products. The Owner's Project Manager reviews the design and will have a representative on site during the construction to ensure that all is

done by code. The MSBA also hires an independent commissioning agent to review all the systems from the design through installation and start up. The process of the prequalification of the general contractor and sub-contractors will also weed out the contractors not suitable for our project.

Stadium and Outside Storage Design

8. The meeting with the Plumbing and Building Inspector went well. Ai3 is proposing to build a concession stand on the south side of the stadium with bathrooms including three female and three male toilets which will be sufficient for most events. For larger events, the high school will be open with an additional 30 female and 30 male toilets. Philip Zentz asked why the toilets are not placed underneath the bleachers in the stadium. Ai3 stated they have researched this option and it is more expensive to include the toilets in the stadium.
9. There is no field irrigation information on file in the Town for the area of the planned irrigation system. Ai3 asked for approval for PARE to request proposals for irrigation well investigation and design from local firms. PARE will review with John Haines and his office the list of companies used prior by the Town.
 - a. Motion – Domenic DeAngelo
 - b. Second – Ryon Pratt
 - c. Vote – Unanimous
10. Ai3 confirmed that the irrigation systems will still be needed even if the committee decides to install synthetic fields at all the fields.

Planning Board

11. Ai3 will ask the Planning Board for a waiver for the width of the parking spaces. Town of East Bridgewater has a minimum width of 10 feet for parking spaces, while the most common size is 9 feet. The current designed parking spaces, with 9 feet width, totals 330 spaces.

Phasing Plans

12. Scott Dunlap presented the draft Phasing Plans. The committee discussed the fields and how long they will be offline during construction of the new school. The existing stadium will be available for use until the spring of 2013, when it will be demolished. The new stadium will be available for use in the fall of 2013. Susan Cote will email all the members of the Athletic fields subcommittee to set up a meeting to review the options and the cost of the athletic programs affected by the phasing.
13. Philip Zentz asked if police detail and extra bus service for the students to other fields will be included in the budget. Simon Tempest stated that the cost of the necessary police detail will be covered under the general contractor's fee. It has not been discussed what budget will pay for the bussing of the students to other playfields and the cost will not be reimbursed by the MSBA.

Legal

14. RFWCP distributed a fee proposal of \$200.00 per hour from Garrity and Knisley as Legal Counsel for the new school project. Philip Zentz asked why the committee was only reviewing one proposal. Ai3 commented the committee is not required by law to get three proposals and for similar projects where the committee has requested three proposals, Garrity and Knisley has always had the lowest fee. Ai3 and RFWCP have worked with Garrity and Knisley on multiple projects and have great experience with their specialized knowledge of Chapter 149 and school construction. The proposal is not for a contract, but instead as a resource if needed. The committee asked Ai3 to provide them with two additional quotes for the record.

Invoice Approval

15. The committee voted to approve Ai3 Invoice No. 0005B-1003.00 in the amount of \$297,261.93 for Basic Services, of which \$33,941.19 for Programming, Schematic Design Phase and \$263,320.74 is for 50% Construction Documents Phase.

- a. Motion – Thomas Hamilton
- b. Second – Susan Cote
- c. Vote – Unanimous

16. The committee voted to approve Ai3 Invoice No. 0006E-1003.00 in the amount of \$49,167.00 for authorized supplemental and reimbursable services.

- a. Motion – Thomas Hamilton
- b. Second – Susan Cote
- c. Vote - Unanimous

17. The meeting was adjourned at 9:06PM.

- a. Motion – Domenic DeAngelo
- b. Second – George McCabe
- c. Vote – Unanimous

Future Meetings/Events:

Date	Time	Group	Location
28 Mar 11	7:00 PM	EBHSBC	EBHS Library
6 Apr 11	7:00 PM	ZBA	Town Hall
11 Apr 11	7:00 PM	EBHSBC	EBHS Library

These notes will become part of the project record as written, unless corrections or additions are received in writing within 6 days of distribution.