

Memorial Boulevard Intradistrict
Arts Magnet School Committee
Special Meeting September 13, 2018

Present: Cheryl Assis, Dr. Michael Dietter, John Lodovico (arr. 6:39 p.m.),
Dave Preleski, John Smith, Frank Stawski, and Chris Wilson

Also Present: Timothy Callahan, Dr. Susan Kalt-Moreau, and Roger Rousseau

Excused: Lori Eschner and Stephan Masotti

1. CALL TO ORDER

The meeting was called to order at 6:30 p.m. by Chair Dietter.

2. APPROVAL OF MINUTES

On a motion by Chris Wilson and seconded by Frank Stawski, it was unanimously voted to approve the minutes of the special meeting on June 28, 2018.

On a motion by John Smith and seconded by Frank Stawski, it was voted 5-0 to approve the minutes of the special meeting on July 26, 2018. Chris Wilson and David Preleski abstained.

On a motion by John Smith and seconded by Frank Stawski, it was unanimously voted to approve the minutes of the regular meeting on August 23, 2018.

**3. REVIEW AND DISCUSS SCOPES OF SERVICES FOR CONSTRUCTION
MANAGER AND PROGRAM MANAGER SERVICES AND OTHER
ASSOCIATES ASPECTS OF CONSTRUCTION DELIVERY AND FINALIZE
SCOPES OF SERVICE FOR ISSUANCE OF RFQ'S AND TO TAKE ANY
ACTION AS NECESSARY**

It is critical to have the Construction Manager as Constructor (CMc) onboard early on in the process as they will be working closely with the design team.

Roger Rousseau handed out the RFQ with the revisions for review. The RFQ for the CMc includes a 20% self-performance of the real construction costs. In these scenarios, it is common for joint ventures. A joint venture is created for a specific project and upon completion of the project, the joint venture diminishes. On a recommendation by John Smith, a note stating joint ventures are acceptable will be included in the RFQ.

With a new project, CM's will report to the committee at the meetings. The document format that will be used is AIA.

On a motion by Frank Stawski, seconded by John Smith, it was unanimously voted to accept the Construction Manager as Constructor with the modifications noted.

Roger reached out to the architect regarding the Program Manager RFQ. It was noted by the architect that many services that were listed in the PM RFQ were being covered by the architect. There was a side by side comparison of the architect and Program Manager and there is a lot of overshadowing.

The CMC is at risk. This created the question of whether a Program manager is a necessity. After discussion, it was agreed that Timothy Callahan will serve in the capacity of the Program Manager and if another layer of protection is required, the architect's contract will be modified to expand their role.

4. Review and Discuss Proposals Received for Environmental Hygienist Services, and to Take Any Action as Necessary Regarding Such Proposals

The Environmental Hygienist proposals were received. They were as follows:

Eagle Environmental
EnviroMed Services
Fuss & O'Neil
Tighe & Bond
WSP.

On a motion by Frank Stawski and seconded by John Lodovico, it was approved to award the environmental hygienist contract to Eagle Environmental for hygienist services in regard to remediation of hazardous building materials. David Preleski abstained.

Meeting adjourned at 7:31 p.m. by Chair Dietter.

Respectfully submitted,

Tara Landon

Tara R. Landon
Administrative Assistant/Operations

**Minutes Approved 9/27/18 - TRL