

Memorial Boulevard Intradistrict
Arts Magnet School Committee
Regular Meeting November 29, 2018

Present: Cheryl Assis, Dr. Michael Dietter, Lori Eschner, John Lodovico,
Steve Masotti, John Smith, Frank Stawski, and Chris Wilson

Also Present: Jill Browne, Angela Cahill (QA+M), Timothy Callahan, Dr. Catherine
Carbone, Dr. Susan Kalt-Moreau, Rusty Malik (QA+M), and Roger
Rousseau

Excused: David Preleski

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 John Lodovico and seconded by Frank Stawski, it was voted to approve the minutes of the regular meeting on October 25, 2018.

3. PUBLIC PARTICIPATION

Emily Sifuentes from Arcadis stated she will be at most of the meetings and was offering Program Management support.

Brian Oblon from Arcadis will be at the meetings to “keep tabs on the project.”

Attorney Tim Furey is observing and representing TBI (ATomasso Company), they were one of the firms that sent in an RFQ for the CMC.

4. PROJECT MANAGER/PURCHASING AGENT UPDATE

- The Programming Committee meetings are ongoing. There are two scheduled in December. They are December 12 and
- We have received a proposal for flagging wetlands. It is \$2,700.00 and should take 1 – 2 weeks for the work to be done.
- We received a proposal for the Phase I site assessment. It is \$2,500.00 and will begin soon.
- Architects have been inside the building taking measurements and assessments of existing conditions.

- Enhanced Commissioning discussion should take place in one of the next couple of meetings.
- Roger Rousseau stated the QA & M contract is complete and the Eagle Environmental (hygienist) contract is complete as well
- The RFP for enhanced commissioning was e-mailed to the committee for review
**It is important that the commissioning agent knows what the plan is for the mechanicals and the envelope of the building; it allows them to come in at the end of the project to ensure they are working properly as designed.
- Roger has reached out to Barnes Group regarding the parcel across from the school. Barnes is using an outside firm for guidance but may be looking for another as they are not gaining any ground with the current firm.

5. CHANGE IN SCOPE FOR ARCHITECT TO INCLUDE PROGRAMMING

In the K-8 projects, programming was included as part of the architect's scope as it was minimal. It was an oversight that it was not included in the scope that was bid on as this component is a large part of the planning process. Because there is guidance that is needed during this programming process, QA & M was asked for a proposal to provide this work. The proposal was handed out and is on file at the BOE central office in room 24.

The proposal includes meetings and visits to other area arts magnet schools. The specific hours that have been allocated on the proposal shall not exceed what is written. They have come up with this proposal based on past experience.

In response to the inquiry of what else may not be covered under their current scope, Rusty Malik stated the only thing other than the programming that was not included is any additional land acquisition.

On a motion by John Lodovico and seconded by Frank Stawski, it was unanimously voted to approve the change in scope for QA&M to include programming in the amount of \$79,800.00 and to forward this change order to City Council for approval.

6. ARCHITECT'S UPDATE

- Handout included basics on:
-Existing Building and Site

There is still concern of whether there will be enough parking. If we are to assume the Barnes Group land, it will be for overflow parking only. Angela Cahill stated the lot would not be reimbursable through the state grant if it is not

acquired as part of the project. They are still working on scheduling a meeting with planning and zoning regarding parking.

-Programming

The architect is continuing to push forward with the programming meetings. They are hoping to be done with these by the end of December.

-Conceptual Design

The area for conceptual design was clarified.

-Draft Project Schedules for review with CM (additional handout)

Both handouts are on file at the BOE central office in room 24.

7. REVIEW AND DISCUSS CONSTRUCTION MANAGER SUBMISSIONS AND TAKE ANY ACTIONS AS NECESSARY

Roger Rousseau went over the tabulations for the Construction Managers that were determined by the committee members' grading rubrics. The top seven firms scored as follows:

1. Gilbane	679
2. O&G	657
3. D'Amato & Downes	653
4. Consigli	644
5. Newfield	625
6. TBI	613
7. Whiting Turner	608

The next step in the process and according to state statute is to ask for fees for the 4 most qualified and schedule interviews.

There was discussion of having interviews of the top five. The problem with doing it this way is that you would need to interview first, then pick top four and request fees. This process could take up to two months and timing right now is critical.

Chair Dietter stated all members were given a rubric. The rubric gave the committee an outcome. To try and change the outcome now can be detrimental to the project.

On a motion by John Smith and seconded by John Lodovico, it was unanimously voted to move forward with interviewing the top four qualifying firms for the Construction Manager as Constructor on the MBIAMS project. The four firms are Gilbane, O&G, D'Amato & Downes, and Consigli.

The interviews are scheduled for 12/20/18 beginning at 4:00 p.m. Fee schedules will be in on 12/19/18.

Roger Rousseau made updates to the RFP for the CMc. The changes are highlighted and on file at the BOE central office room 24.

8. NEW BUSINESS

John Smith proposed that the committee has one spokesperson to field any project related questions. He suggested it be Dr. Michael Dietter, the Chair of the committee. This will insure all of the information will be accurate and the same.

The committee members will still report to their respective committees. This is for fielding project questions that may be from the public or reporters.

The PLA and Open Shop discussions will be rescheduled.

Meeting adjourned at 8:10 p.m. by Chair Dietter.

Respectfully submitted,

Tara Landon

Tara R. Landon

Administrative Assistant/Operations