

MARSHALL MIDDLE SCHOOL – LYNN, MA	MEETING MINUTES
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School Building Committee (SBC) Meeting No. 14	January 28, 2014
Location:	100 Bennett Street, Room 206 - Staff Development Room
Time:	10:00 AM

Attendees:

Name	Assoc.	Present
Edward Calnan	SBC	Y
Richard Cowdell	SBC/Principal - TMMS	Y
Michael Donovan	SBC/ISD/Building Commissioner	Y
John Ford	SBC/School Committee + Rep Steven Walsh	Y
Richard Fortucci	SBC/Treasurer/CFO	Y
Thomas P. Iarrobino	SBC/School Committee Secretary	Y
Catherine Latham	SBC/Superintendent	Y
Sue Rowe	SBC/Dir. Curriculum & Instruction	N
Jaye Warry	SBC/Deputy Superintendent	N
Charles E. White	SBC/Purchasing Agent	N
<i>Darren Cyr</i>	<i>Councilor Ward 3</i>	<i>N</i>
<i>Patrick Santerre</i>	<i>TMMS Parent</i>	<i>N</i>
Brant Duncan	Lynn Teachers Union	N
Gene Raymond	Raymond Design Associates (RDA)	Y
Jeffery Luxenberg	Joslin, Lesser + Associates (JLA)	N
Lynn Stapleton	Joslin, Lesser + Associates (JLA)	Y
Mike Mallet	Walsh Brothers Inc. (WBI)	N
Brian Bianchi	Walsh Brothers Inc. (WBI)	N
Mazi Hashemi	Walsh Brothers Inc. (WBI)	N

Building Commissioner Mike Donovan called the meeting to order at 10:12 AM. There was a quorum of the School Building Committee voting members in attendance.

I. Overview of the Design Development Submission

1. RDA presented the Design Development Submission reviewing any minor adjustments and modifications that were necessary as the design developed through the process. RDA reviewed the floor plans and presented some images for the building noting that the massing was set and RDA would continue to work with the Design Working Group on colors for the exterior of the building.

Review Comments

2. Joslin Lesser indicated that the Working Group and the City Regulatory Departments had meet for two full days to review all aspects of the design from individual spaces to code compliance and building systems. JLA indicated that both JLA and the Commissioning Agent reviewed the drawings and specifications and provided comments in a matrix spreadsheet format which will track the comments and responses.
3. There was discussion about the structural steel peer review and the geotechnical peer review requested by the City. JLA will be sending out Request for Services on February 3, 2014. Additionally, a RFS for Testing and Inspections companies will be sent out shortly thereafter to be ready for a construction start in April 2014.

II. Review of Construction Cost Estimates

Review of Cost Reconciliation Spreadsheet

4. The Designer's cost consultant, PM&C, and Walsh Brothers' estimators began the estimating process on January 3, 2014. A reconciliation meeting was held on January 27, 2014. Both estimates were initially over budget. From previous discussions in the various Working Group meetings, the rooftop play field was eliminated in the reconciliation meeting and both estimates were then below budget. JLA presented and reviewed the Cost Reconciliation Spreadsheet. The resulting variance between estimates is 0.34%. On the spreadsheet several other value engineering opportunities were presented to replace the elimination of the rooftop playfield should the SBC ultimately decide against it.

Vote on Value Engineering Items

5. While there were discussions over the past few weeks about the complications from operational, maintenance, security and usage perspectives regarding the rooftop play field, there was never a formal vote to eliminate the rooftop play field. After presentation of all the value engineering opportunities, JLA requested that the SBC take a vote.

The following vote was taken:

Motion: Motion made and moved by Tom Iarrobino that the Thurgood Marshall Middle School Building Committee vote to accept elimination of the rooftop play field. Seconded by Mike Donovan.

Vote: 4 in favor, 3 against. There was a majority vote and the motion passed. There was further discussion indicated below.

Discussion:

It was requested that the Design Team maximize the green space to the greatest extent possible as an alternative to the rooftop play field. It was noted that the extension of the smaller parking lot was no longer in the project due to the grade differential and that this space could be potentially used as play field.

It was questioned as to how this school compared to the construction cost per square foot of other schools. JLA noted that the cost was in the ballpark of several other schools that they had ongoing in their office. RDA also noted that their cost consultant who estimates primarily K-12 schools also indicated that the costs were comparable.

6. The value engineering opportunities not accepted will be held in consideration as the design is completed as cost saving measures if needed. The Design Team committed to reviewing these issues and will implement them if it makes sense to do so regardless of budgetary need.

III. Building Committee Vote on Design Development Submission to MSBA

7. Joslin Lesser requested the SBC vote to approve the submission of the Design Development Submission to the MSBA.

The following vote was taken:

Motion: Motion made and moved by Mike Donovan that the Thurgood Marshall Middle School Building Committee vote to submit Design Development Submission to the MSBA. Seconded by Richard Fortucci.

Vote: 7 in favor, 0 against. The vote was unanimous and there was no further discussion.

8. JLA/RDA will hand deliver the Design Development Submission to the MSBA on January 30, 2014.

IV. Prequalification of Trade Contractors

Prequalification Process

9. JLA noted that the Request for Qualifications for Trade Contractors (Elevators, Underground Plumbing and Electrical) for the Early Bid Package No. 1 was advertised on January 22, 2014 and that Statements of Qualifications were due on February 13, 2014 with a target date of notifying Trade Contractors of qualification on February 27, 2014.

10. JLA noted that a Prequalification Committee was required to evaluate the SOQs of the Trade Contractors. The SBC indicated that they would like the same people that were on the CM Prequalification Committee to be on the Trade Contractor Prequalification Committee, Ed Calnan and Mike Donovan. These two will join RDA and JLA and comprise the Prequalification Committee.

The following vote was taken:

Motion: Motion made and moved by Dr. Latham that the Thurgood Marshall Middle School Building Committee vote for Ed Calnan and Mike Donovan to represent the City and the SBC on the Trade Contractor Prequalification Committee. Seconded by John Ford.

Vote: 7 in favor, 0 against. The vote was unanimous and there was no further discussion.

V. Request for Services (RFS)

11. JLA indicated that the RFS for structural and geotechnical services would be issued on February 3, 2014. M. Donovan stated that the reviews needed to be complete by the bid period of the first early package. JLA indicated that those parameters would be included in the RFS.

VI. Other Business

DESE Comment on SPED Resubmission

12. MSBA PM Chris Alles had requested a narrative on why it was a hardship for the District to split the two Life Skills classrooms and place them in separate areas of the Consumer Sciences/5th Majors Wing or in another Academic Wing. Dr. Latham indicated that she and the SPED Director had written a letter to Chris Alles that will be sent today. C. Alles indicated that after receipt, he would schedule a discussion with DESE to resolve this outstanding issue.

MBTA

13. Walsh Brothers sent a letter to MBTA Operations/MBCR and informed them that the recently completed site survey indicated that all work would take place outside the 50-foot buffer zone from the centerline of the closest active rail to any construction work. Since work is outside the 50-foot zone, there is no requirement for a license or Special Railroad Insurance and that Walsh Brothers would not pursue the application any further unless the MBTA responds in writing that they are in disagreement with the

Project Team's conclusions. This action was recommended by the City and the MBTA's Licensing Representative, Transit Realty.

14. JLA also noted that they had discussions with an expeditor company, Source One. This company helps with expediting utilities, communications and rail line issues. Employees are former employees of all the utility, communications and rail entities and understand the inside operations. Their fee is approximately \$11,000 and if used should be brought in early enough to get assure the targeted dates.

VII. Meeting Schedule

15. The following meetings were scheduled.

- TMMS Building Committee Meeting February 27, 2014 Room 206 10:00 AM

Future Working Group Meetings will be scheduled at the conclusion of each meeting on an as needed basis.

VIII. Adjourn

Vote to Adjourn

16. The following vote was taken:

Motion: Motion made and moved by Dr. Latham that the Thurgood Marshall Middle School Building Committee vote to adjourn the meeting at 10:00 AM. Seconded by Mike Donovan.

Vote: 7 in favor, 0 against. The vote was unanimous and there was no discussion.

Respectfully submitted,

Lynn Stapleton

Joslin, Lesser + Associates, Inc.