

DALE STREET ELEMENTARY SCHOOL – MEDFIELD, MA		MEETING MINUTES
DALE STREET SCHOOL BUILDING COMMITTEE MEETING NO. 27		April 28, 2021
	Location:	Online Meeting
	Time:	7:00 PM

Attendees:

Name	Assoc.	Present
	<i>School Building Committee</i>	
<i>Mike Quinlan</i>	Chair, Medfield School Building Committee/PBC	Y
<i>Tom Erb</i>	SBC member/PBC	Y
<i>Michael Weber</i>	SBC member/PBC	Y
<i>Walter Kincaid</i>	SBC member/PBC	Y
<i>Timothy Bonfatti</i>	SBC member/PBC	Y
<i>Michael Marcucci</i>	SBC member/Board of Selectman	Y
<i>Leo Brehm</i>	SBC member/School Committee	Y
<i>Anna Mae O’Shea-Brooke</i>	SBC member/School Committee	N
<i>Jeffrey Marsden</i>	SBC member/School District - Superintendent	N
Kristine Trierweiler	SBC member/Town Administrator	Y
Michael LaFrancesca	SBC member/School District – Dir. of Finance and Operations	Y
Stephen Grenham	SBC member/Principal – Dale Street School	Y
Amy Colleran	SBC member/Town of Medfield - Director of Facilities	Y
Bob Sliney	SBC member/Warrant Committee	Y
Lynn Stapleton	LeftField Project Management	Y
Gina Gomes-Cruz	LeftField Project Management	Y
Tim Baker	LeftField Project Management	Y
Jim Rogers	LeftField Project Management	Y
Laurence Spang	Arrowstreet Architect	Y
Tina T. Soo Hoo	Arrowstreet Architect	Y
Claes Andreasen	Arrowstreet Architect	Y
Emily Grandstaff-Rice	Arrowstreet Architect	Y

Bold/Italics = SBC Voting Member

A Dale Street Elementary School Building Committee (SBC) Meeting was held to discuss: Administrative Actions; Schematic Design; HVAC System Options; Communications Subcommittee update; Sustainability Subcommittee update; Project Schedule; and Budget Update. The following was noted:

Mike Quinlan called the SBC meeting to order at 7:03 PM. A quorum was in attendance.

It was stated that the virtual meeting was being recorded and was in accordance with the Governor's Executive Order issued on March 12, 2020 which suspends certain provisions of the Open Meeting Law.

I. Administrative Action

Vote on Approval of April 7, 2021 Dale Street School Building Committee Meeting Minutes.

1. Mike Quinlan entertained a motion to approve the April 7, 2021 Dale Street School Building Committee Meeting Minutes.

MOTION: Leo Brehm moved, seconded by Walt Kincaid, that the Dale Street School Building Committee vote to approve the April 7, 2021 Dale Street School Building Committee Meeting Minutes.

Discussion: none

VOTE: The Dale Street School Building Committee voted to approve the April 7, 2021 Dale Street School Building Committee Meeting Minutes.

Roll call was taken:

Tom Erb – In favor

Michael Weber – In favor

Tim Bonfatti – In favor

Walter Kincaid – In favor

Leo Brehm – In favor

Michael Marcucci – in favor

Mike Quinlan – In favor

In Favor: 7 Against: 0 Abstained: 0 The motion passed.

Vote on Approval of Mike Quinlan signing the First Amendment to the Feasibility Study Agreement (FSA).

Mike Quinlan entertained a motion to approve his signature being added to the *First Amendment to the Feasibility Study Agreement (FSA)*.

MOTION: Tim Bonfatti moved, seconded by Mike Weber, that the Dale Street School Building Committee vote Mike Quinlan's signature being added to the *First Amendment to the Feasibility Study Agreement (FSA)*.

Discussion: The Chair of the Board of Selectmen has signed the First Amendment to the Feasibility Study Agreement (FSA) and the remaining signature required is Mike Quinlan's, Chair of the School Building Committee.

VOTE: The Dale Street School Building Committee voted to approve Mike Quinlan's signature being added to the *First Amendment to the Feasibility Study Agreement (FSA)*.

Roll call was taken:

Tom Erb – In favor

Michael Weber – In favor

Tim Bonfatti – In favor

Walter Kincaid – In favor

Leo Brehm – In favor

Michael Marcucci – in favor

Mike Quinlan – In favor

In Favor: 7 Against: 0 Abstained: 0 The motion passed.

II. Schematic Design

Design Update

Building Design Updates/Exterior Study:

2. Exterior building materials were presented:
 - a. Phenolic Panels at entry points (as a place holder)
 - b. Ground Face CMU at the gymnasium
 - c. CSMU at the entry gable
 - d. Brick at the Music Room gable
 - e. Standing Seam Metal Roof at the gables
3. Comments:
 - a. AST stated there is 31,000 sf of roof space to accommodate solar panels.
 - b. AST is looking into sun shading in some areas.
 - c. Tim Bonfatti questioned the size and patterning of the brick and if the this would be more expensive than traditional size and patterning. Larry responded that the brick presented is standard size and AST will revisit patterning if these is a premium on the labor.
 - d. Claes added that when selecting masonry units, they will stick to standard sizes and he will begin looking at patterning holistically.
 - e. Tim Bonfatti stated that he is in favor of spending more money on the front façade and economizing at the back.
 - f. It as asked how the proposed building looks in comparison to the Wheelock School. Claes responded that the proposed building's brick will be similar in tone and shade so that it does not look foreign compared to Wheelock.
 - g. Mike Q stated that he does not like the stripe patterning in the CMU at the gymnasium. Claes responded that the rendering may have over accented the stripping.
 - h. Walt Kincaid asked how well the Phenolic Panels will hold up at the entries. Tina Soo Hoo responded that the material is very durable and if need be, easily replaceable.
 - i. A granite base will be added, similar to Hildreth. To save costs, this may be done at the entry only.
 - j. Mike M. asked why the focus on the front of the building when the student will be spending most of the time in the back of the building. Mike Q responded that the cost deferential will not be great.

III. SD Plan Review

4. Mike Q began the discussion by explaining why the Daycare has been eliminated from the scope. He explained that the Daycare would be at the expense of the Town and by reducing 1,000 SF of building reduces the budget and it was decided if there were to be excess in space it would go toward programming. Mike Q asked if anyone disagreed with this decision. No one disagreed.
5. AST will remove the Daycare and update the plans.
6. Larry stated that the proposed building can be used during a storm but is NOT designed as an Emergency Shelter as the requirements for such a building are not included in the proposed school.
7. Pricing Set Review – what will be sent to the Cost Estimator:
 - a. Drawings:
 - i. Existing Conditions Site Survey
 - ii. Civil
 - iii. Landscape
 - iv. Architectural
 - v. HVAC Zone Diagrams
 - b. Project Manual:
 - i. Outline Specifications
 - ii. LEED Checklist
 - iii. Narratives:
 1. Electrical

2. Mechanical
 3. Technology
 4. Structural
 5. Lighting
 6. Security
 7. Kitchen Equipment
 - c. Supplementary Information:
 - i. Space Summary
 - ii. Room Data Sheets
8. Pricing Set Review – what is being priced:
 - a. Site and Off-Site
 - i. Storm Water Management to applicable regulations
 - ii. No Rainwater capture for reuse
 - iii. Main Water Pipe replacement on Elm Street
 - iv. Site Features:
 1. Walking Path
 2. Rain Garden
 3. Outdoor Play Area and Play Structure
 4. New Soccer/Lacrosse Field
 5. New Parking Lots for both schools
 - v. Off-Site Improvements
 1. All-way Stop at South/Elm Street Intersection
 2. Limited Hour Entry Signs
 3. School Zone Signs
 4. Re-strip intersection and Elm Street
 5. Sidewalk and Crosswalk improvements
 - b. Building Systems
 - i. NZE Option #3 –
 1. Geothermal Source Heat Pumps (Geothermal Wells)
 2. Displacement Ventilation
 - ii. Fully Sprinkled Building
 - iii. Emergency Generator
9. Pricing Alternatives
 - a. Photovoltaic
 - i. Base Design – Roof mounted PV Arrays (Net Zero)
 - ii. Price Alternate – Solar PV Canopies at Parking Lots (Net Positive)
 - b. Athletic Field
 - i. Base Design – New Natural Grass Soccer/Lacrosse Field
 - ii. Price Alternate – New Synthetic Soccer/Lacrosse Field
10. Mike Q stated that he is not in support of Solar PV at Towns expense, Tim Bonfatti agreed.
11. Mike Weber asked if the base design has infrastructure to support solar panels, Tina confirmed that if the Town decides to go with a PPA, the building will be PV ready.
12. Tim Bonfatti stated his concern over the quantity of wells in the scope before a test well can be done. Mike Q responded that the number being carried is very conservative and also reference another project where the wells carried in the previous scope were reduced once the test well was done.

13. Mike Q stated to the SBC members that if they have questions and or comments during their review of the Pricing Set, they should reach out to Arrowstreet and LeftField. If there are many questions, a page-turn meeting will be scheduled.

14. Mike Q also reiterated the importance of the Design Team creating a list of Value Engineering (VE) items

IV. Construction Delivery Method: CMR vs. DBB

Vote on Construction Delivery Method

15. A comparison of the two delivery methods were presented.

16. Schedule issues impacting Construction Schedule and Acceleration:

- a. Design Deliverables
- b. MSBA Submission Dates
- c. Construction Start and Weather
- d. School Schedule

17. Schedule Scenario of both Delivery Methods

- a. CMR - allows for a September 2024 school opening. (achievable by submitting early packages)
- b. DBB – allows for a January or September 2024 school opening.

18. Cost Comparison of Delivery Method

- a. Cost Differentiators:
 - i. CMR Costs include a Change Contingency (GMP Contingency) and DBB does not. This represents 3% of the cost difference.
 - ii. CMR has preconstruction costs for their involvement during design which helps ensure that the construction budget is accurate and maintained.
 - iii. Schedule acceleration typically can offset the high upfront CM costs.

19. **Comments:**

- a. Mike Marcucci asked the group what the best case for DBB is, as the presentation only highlighted the benefits of CMR.
- b. Mike Q explained his reasoning for originally selecting DBB as the best path for the project. He stated that initially the project did not involve a great deal of complexity. However now that the project will pursue Net Zero Energy, there are intricacies involved that require a level of expertise and attention to detail that you can only get when utilizing GC that focus on CMR projects.
- c. Others agreed that due to a volatile market and the need for quality control, the choice to select CMR as the delivery method is the best choice.
- d. Tim Bonfatti added that he was inclined to go with CMR because of Net Zero Energy and the current Bidding climate.
- e. Lynn added that with CMR you have more control over all factors of the project.
- f. Michael Marcucci asked what you do immediately after receiving a Yes from the Town to pursue the project. It was explained that the Construction Manager (CM) is immediately brought on and the Design Team will work with them as they produce the drawings. Site/Foundation will be early packages sent out to bidders. Releasing drawings early and getting a price, locks in the price which can result in cost savings.
- g. Michael Marcucci asked if hiring a CM change any of the roles in the current design Team. It was explained that it does not and the CM will work closely with everyone and becomes part of the Team.

20. Mike Quinlan entertained a motion to vote to approve the selection of Construction Management at Risk as the preferred Construction Delivery Method.

MOTION: Michael Marcucci moved, seconded by Tom Erb, that the Dale Street School Building Committee vote to approve the selection of Construction Management at Risk as the preferred Construction Delivery Method.

VOTE: The Dale Street School Building Committee voted to approve the selection of Construction Management at Risk as the preferred Construction Delivery Method.

Roll call was taken:

Tom Erb – In favor
Michael Weber – In favor
Tim Bonfatti – In favor
Walter Kincaid – In favor
Leo Brehm – In favor
Michael Marcucci – in favor
Mike Quinlan – In favor

In Favor: 7 Against: 0 Abstained: 0 The motion passed.

V. Sustainability Subcommittee Update

Update

21. The subcommittee is moving forward and reviewing LEED points.
22. The subcommittee has proposed:
 - a. 5 electric vehicle charging stations.
 - b. PV canopies will be introduced.
 - c. 12 labeled spots with infrastructure in place to support a charging station – power source to be determined.
23. The SBC was in support of what was proposed and agreed that there should be more than 5 charging stations.

VI. Communications Subcommittee Update

Update

24. The Project Basics and Fact Sheet is ready to share and will be shared with the SBC.
25. Monthly Community Conversations will begin in May focusing on one topic for one hour and the hope is that residents will tune in to listen and ask questions.
26. The Town Meeting is coming up and we will have a presence there to promote awareness and engagement in the project.
27. Any feedback or suggestions about communications are welcome.

VII. Project Schedule

Update

28. It was reiterated that the Pricing Set will be sent to the cost estimators on May 5th. It will take 3 weeks for the estimate to come back to the Design Team and 1 week for the Team to review. This will be followed by a cost reconciliation meeting held on June 1st. The submission deadline remains July 7, 2021 in hopes of an August 25th MSBA Board Meeting. This will be updated on the next edition of the Project Meetings and Milestones Schedule.

VIII. Other Business/Discussion

29. Comments from the Committee – none

IX. Adjournment

30. The following motion to adjourn and vote were made:

MOTION: Leo Brehm, seconded by Mike Weber, that the Dale Street School Building Committee vote to adjourn the meeting at 9:29 PM.

Discussion: None

VOTE: The Dale Street School Building Committee voted unanimously to adjourn the meeting at 9:29 PM.

Roll call was taken:

Tom Erb – In favor
Michael Weber – In favor
Tim Bonfatti – In favor
Walter Kincaid – In favor
Leo Brehm – In favor
Michael Marcucci – in favor
Mike Quinlan – In favor

In Favor: 7 Against: 0 Abstained: 0 The motion passed.

X. Meeting Materials

The following materials were presented at the April 28, 2021 SBC Meeting:

- Dale Street School Building Committee Meeting no. 26 meeting minutes
- Arrowstreet Presentation dated: April 28, 2021.
- Feasibility Study Agreement Amendment 1
- Meeting Materials are located on the School Project website at <https://www.medfield.net/o/medfield-public-schools/page/elementary-school-project> and at the Town of Medfield's website at <https://www.town.medfield.net/AgendaCenter/Search/?term=&CIDs=69,&startDate=&endDate=&dateRange=&dateSelector=>
- The School Building Committee Meeting recordings which include the Architect's presentation can be found at <https://www.medfield.tv/schools/>