
B.M.C. DURFEE HIGH SCHOOL – Fall River, MA

SCHOOL BUILDING COMMITTEE MEETING NO. 6

Thursday, February 9, 2017

Durfee High School - Library

4:30 PM

Agenda

1. Administrative Actions
 - Approval of January 12, 2017 Meeting Minutes
 - Introduction of the Community Engagement Consultant – Sally Cameron, Three C Strategy
 - Establish and Vote for a Finance Subcommittee
2. Preliminary Design Program (PDP)
 - Educational Programming
 - i. Update on Educational Visioning Sessions – January 19 & 31, 2017
 - ii. Review of Chapter 74 Programming Submission
 - iii. Vote to Submit Chapter 74 Programming Submission to MSBA
 - iv. Schedule Next Educational Programming Subcommittee Meeting
 - Site Selection
 - i. Update on All Sites Under Consideration
 - ii. Discuss Criteria for Site Selection Matrix
 - iii. Schedule Next Site Selection Subcommittee Meeting
 - Review of Upcoming PDP Requirements Needed
 - i. Property Deeds, Historical Designations/Registrations for All Sites Considered, Development Restrictions at All Sites Considered
 - ii. Enrollment Data, Sample School Schedule, Scheduling Method, Course Offerings
 - iii. Medical Emergency Response Protocol
 - iv. Capital Budget Statement from City and District Budget Statement
 - Community Engagement
 - i. Schedule Date for 1st Public Forum
 - ii. Website Update
3. Schedule Update
 - Review Overall Project Schedule
 - Important Upcoming Milestone Dates
 - i. Chapter 74 Programming Submission – February 14, 2017
 - ii. Preliminary Design Program Submission – April 20, 2017
4. Budget Update
 - Review Total Project Budget
 - Approval of the revised Budget Revision Request No. 2 for A/E Fees (FSA BBR #2)
5. Other Business/Discussions
6. Next SBC Meeting
 - SBC Meeting March 9, 2017 4:30 PM (2nd Thursday of Month)

ADA Coordinator: Gary P. Howayeck, Esq. 508-324-2650

One Government Center – Fall River, MA 02722

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BMS Durfee High School – Fall River, MA	MEETING MINUTES
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SCHOOL BUILDING COMMITTEE MEETING NO. 5	January 12, 2017
Location:	Durfee High School Library
Time:	4:30 PM

Attendees:

Name	Assoc.	Present
Jasiel F. Correia II	Mayor, City of Fall River	N
Cathy Ann Viveiros	City of Fall River, City Administrator	N
Rhonda Pinnell	City of Fall River, Purchasing Agent	N
<i>Tim McCoy</i>	<i>City of Fall River, Purchasing Agent FRHA</i>	<i>N</i>
<i>Chris Gallagher</i>	<i>City of Fall River, Director of Building and Grounds</i>	<i>Y</i>
<i>Carole Fiola</i>	<i>Mass State Rep.</i>	<i>Y</i>
<i>Matt Malone</i>	<i>Fall River School Dept., Superintendent of Schools</i>	<i>Y</i>
<i>Ken Pacheco</i>	<i>Fall River School Dept., Co-Chair, Chief of Operations FRPS</i>	<i>Y</i>
<i>Joseph Camara</i>	<i>City Councilor and Co-Chair</i>	<i>Y</i>
<i>Mark Costa</i>	<i>Fall River School Dept. School Committee, Vice Chair</i>	<i>N</i>
<i>Ed Costar</i>	<i>Fall River School Dept., School Committee</i>	<i>Y</i>
<i>Maria Pontes</i>	<i>Fall River School Dept., Durfee High Principal</i>	<i>Y</i>
<i>Melissa Fogarty</i>	<i>Fall River School Dept., Operations Durfee High</i>	<i>Y</i>
<i>Michael Costa</i>	<i>Fall River School Dept., Teacher at Durfee High</i>	<i>Y</i>
<i>Gary Bigelow</i>	<i>Fall River School Dept., Teacher at Durfee High</i>	<i>Y</i>
<i>Nick Christ</i>	<i>Baycoast Bank, CEO Baycoast Bank</i>	<i>Y</i>
<i>Michael Keane</i>	<i>Civitech Architects, Owner</i>	<i>Y</i>
<i>Brantley Hunsinger</i>	<i>B-Tech Construction, Owner</i>	<i>N</i>
Lauren Correa	Student	Y
Catarina Pereira	Student	N
Jensen Riley	Student	N
Tammy Moutinho	Clerk of Building and Grounds	Y
Jim Rogers	LeftField, Owner	Y
Lynn Stapleton	LeftField, Project Executive	N
Adam Keane	LeftField, Project Manager	Y
Paul Gransauil	LeftField, Project Manager	N
Scott Dunlap	Ai3, Project Architect	Y
Troy Randall	Ai3, Project Architect	Y

- ***Voting Members indicated in BOLD and ITALIC***

The School Building Committee Co-Chair, K. Pacheco, called the meeting to order at 4:36 PM.

I. Approval of Meeting Minutes

Approval of December 8, 2016 Meeting Minutes

1. The following motion and vote were made:

MOTION: M. Costa moved, seconded by G. Bigelow, that the Durfee School Building Committee approve the December 8, 2016 SBC Meeting Minutes.

Discussion: None.

The Durfee School Building Committee voted to approve the December 8, 2016 SBC Meeting Minutes.

For: 8 – Oppose: 0 – Abstained: 0

II. Introduction of Selected Designer- Ai3 Architects

1. Scott Dunlap and Troy Randall from Ai3 were introduced to the School Building Committee. Scott and Troy made a presentation to the group similar to the presentation that was made to the Designer Selection Panel.

III. Preliminary Design Program (PDP) Process & Next Steps

Overview of the PDP Requirements and Schedule Breakout of PDP Timeline

2. The dates for the Educational Visioning Sessions, Educational Program and Site Selection Subcommittees were reviewed.

IV. Schedule Update

Review Overall Project Schedule

3. The Overall Project Schedule was distributed with the meeting minutes with the following noted.
4. The MSBA Kickoff Meeting is scheduled for 2/09/17 at 10:00 AM.
5. The Site Selection Subcommittee will meet on 1/24/17 at 4:30 PM.
6. The target date for the PDP Submission to MSBA is now April 20, 2016 with the date for the Chapter 74 Programming Submission being February 9, 2017.

V. Project Funding & Project Budget Update

Review of Total Project Budget

7. The Total Project Budget Status Report was distributed with the meeting minutes. The percentage of the Feasibility Study Budget expended to date is 11%.

Approval of Budget Revision Request No. 2

8. Review and approval of Budget Revisions Request No. 2 was held until a revision to FSA BRR No. 2 is made.

VI. Other Business/Discussion

9. None

VII. Next Meetings

10. The next meeting of the full SBC is scheduled for February 9, 2017 at 4:30 PM in the Durfee High School Library. There will be a Site Selection Subcommittees as noted above.

VIII. Adjournment

11. The following motion and vote were made:

MOTION: M. Fogarty moved and M. Pontes seconded, that the School Building Committee vote to adjourn the meeting at 5:35 PM.

**The Durfee School Building Committee voted unanimously to adjourn the meeting at 5:35 PM.
For: 8 – Opposed: 0 – Abstained: 0**

These meeting minutes represent what is presumed to be a complete and accurate account of the items reviewed, discussed, directions given and conclusions drawn unless notification to the contrary is received by the next regular construction meeting. If no notification is received, these minutes will be deemed an accurate account of the meeting.

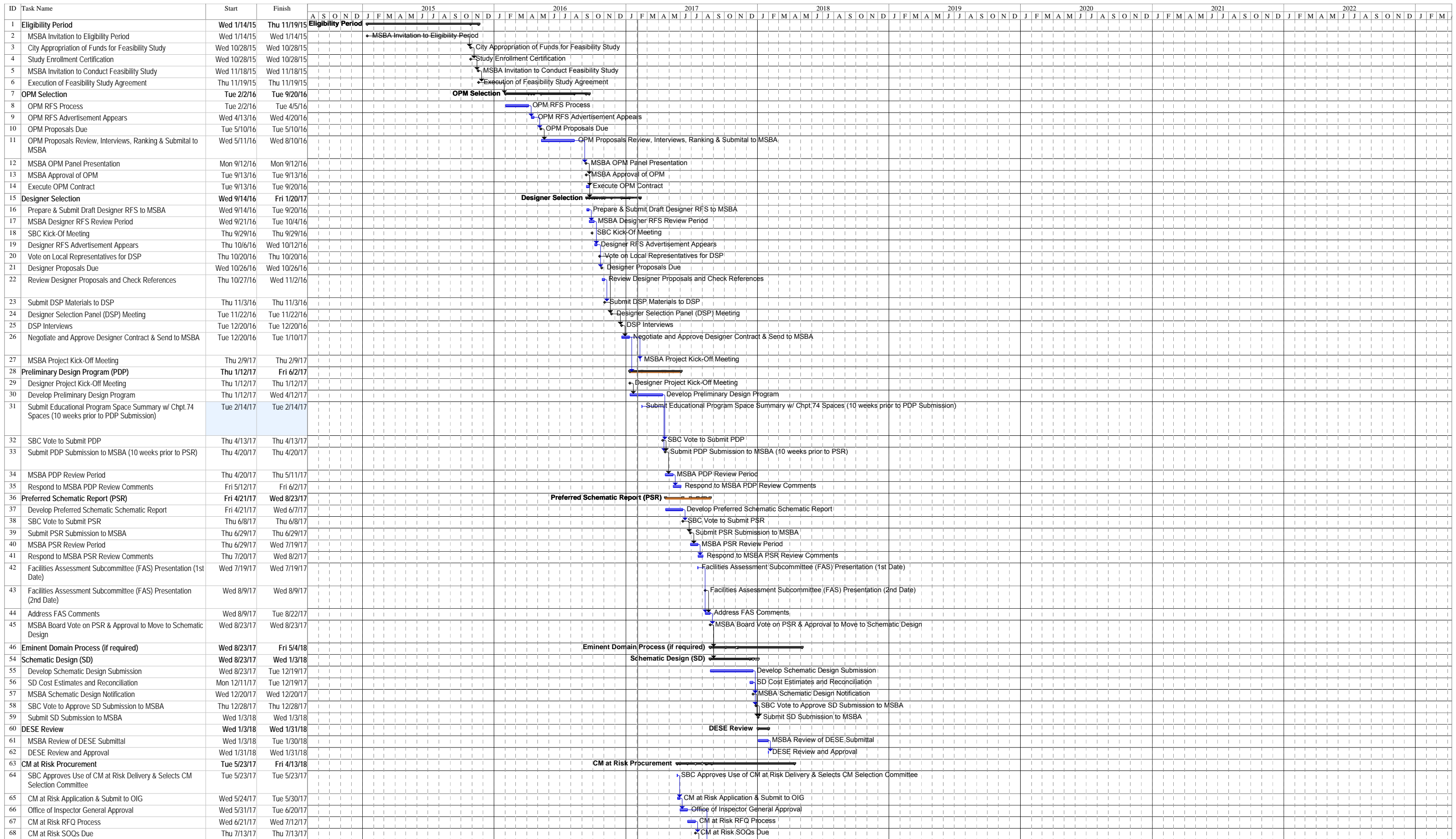
Prepared by,
Adam Keane
LeftField LLC

BMC DURFEE HIGH SCHOOL – Fall River, MA

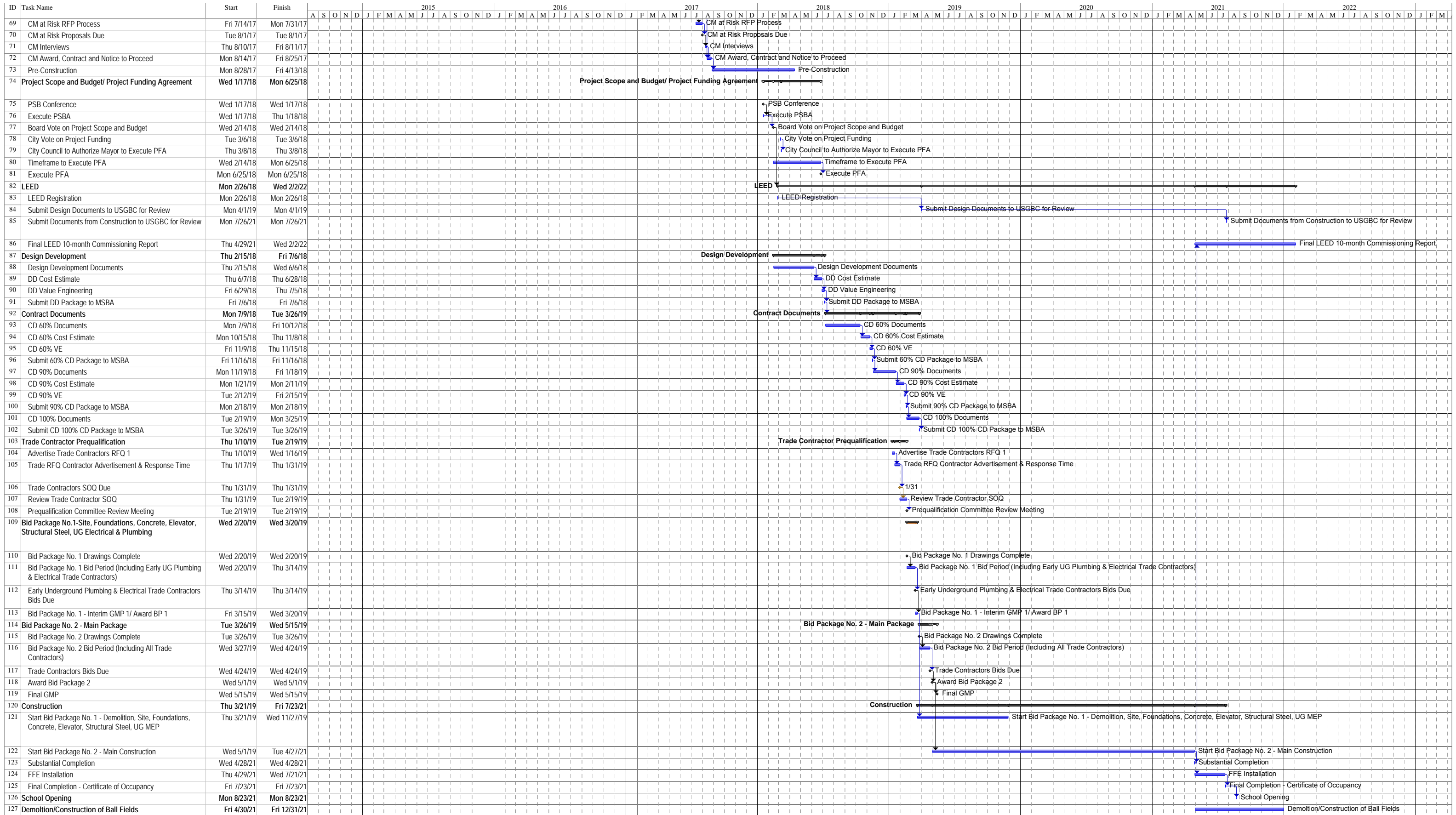
PRELIMINARY DESIGN PROGRAM SCHEDULE OVERVIEW

- 01/04/17 Designer Building Walk-Through and Project Review
- 01/09/17 Designer and Consultants Walk-Through and Project Review
- 01/12/17 Designer and Consultants Walk-Through and Project Review
- 01/12/17 Designer Kickoff Meeting; Preliminary Design Program Commences
- 01/12/17 SBC Meeting
- 01/12/17 Administration Educational Visioning Prep Meeting
- 01/19/17 Educational Visioning Session #1 (Educational Program Subcommittee, District & School Staff)
- 01/19/17 Chapter 74 Programming Meeting (Educational Program Subcommittee & Staff)
- 01/24/17 Site Selection/Siting Meeting #1 (Site Selection Subcommittee)
- 01/30/17 Chapter 74 Programming Meeting (Educational Program Subcommittee & Staff)
- 01/31/17 Educational Visioning Session #2 (Educational Program Subcommittee, District & School Staff)
- 02/06/17 Chapter 74 Programming Meeting (Educational Program Subcommittee & Staff)
- 02/09/17 MSBA Project Kick-Off Meeting
- 02/07/17 School Committee Meeting - Vote on Chapter 74 Programs
- 02/09/17 SBC Meeting (Approve Submission of Chapter 74 Programming Submission)
- 02/14/17 Submit Chapter 74 Programming Submission
- 02/23/17 Educational Program Meeting #3 (Educational Program Subcommittee)
- 02/28/17 Site Selection/Siting Meeting #3 (Site Selection Subcommittee)
- 03/09/17 SBC Meeting
- 03/14/17 Site Selection Impacts Meeting #5 (Site Selection Subcommittee)
(Traffic, Safety, Permitting Requirements, Geotechnical/Geo-environmental Concerns)
- 03/15/17 Public Forum #1 (Site Options/Educational Program)
- 03/16/17 Educational Program Meeting #5 (Education Program Subcommittee)
(Geographical Demographics, Security Concerns)
- 04/11/17 Finance Meeting with City (Finance Subcommittee to Confirm Funding Capacity)
- 04/13/17 SBC Meeting (Approve Submission of the PDP)
- **04/20/17 Submit Preliminary Design Program to MSBA**
- 05/11/17 Receive MSBA PDP Comments
- 06/02/17 Respond to MSBA PDP Comment

**FALL RIVER - BMC DURFEE HIGH SCHOOL
PRELIMINARY PROJECT SCHEDULE
Feasibility Study Phase: January 31, 2017**



**FALL RIVER - BMC DURFEE HIGH SCHOOL
PRELIMINARY PROJECT SCHEDULE
Feasibility Study Phase: January 31, 2017**



Total Project Budget Status Report

ProPay Code	Description	Total Project Budget	Authorized Changes	Revised Total Budget	Total Committed	% Cmtd to Date	Actual Spent to Date	% Spent to Date	Balance To Spend	Comments
FEASIBILITY STUDY AGREEMENT										
0001-0000	OPM Feasibility Study/Schematic Design	\$ 280,000	\$ 50,500	\$ 330,500	\$ 330,500	100%	\$ 131,250	40%	\$ 199,250	*FSA 1, 2
0002-0000	A&E Feasibility Study/Schematic Design	\$ 570,000	\$ 99,500	\$ 669,500	\$ 669,500	100%	\$ 56,397	8%	\$ 613,103	*FSA 1, 2
0003-0000	Environmental & Site	\$ 120,000	\$ (120,000)	\$ -	\$ -		\$ -		\$ -	*FSA 1, 2
0004-0000	Other	\$ 30,000	\$ (30,000)	\$ -	\$ -		\$ -		\$ -	*FSA 2
	SUB-TOTAL	\$ 1,000,000	\$ -	\$ 1,000,000	\$ 1,000,000	100%	\$ 187,647	19%	\$ 812,353	
ADMINISTRATION										
0101-0000	Legal Fees	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	
	Owner's Project Manager	\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	
0102-0400	Design Development	\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	
0102-0500	Construction Documents	\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	
0102-0600	Bidding	\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	
0102-0700	Construction Administration	\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	
0102-0800	Closeout	\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	
0102-0900	Extra Services	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	
0102-1000	Reimbursable Services	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	
0201-1100	Cost Estimates	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	
0103-0000	Advertising & Printing	\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	
0104-0000	Permitting	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	
0105-0000	Owner's Insurance	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	
0199-0000	Other Administrative Costs	\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	
	SUB-TOTAL	\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	
A&E										
	A/E Basic Services	\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	
0201-0400	Design Development	\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	
0201-0500	Construction Documents	\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	
0201-0600	Bidding	\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	
0201-0700	Construction Administration	\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	
0201-0800	Closeout	\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	
0201-9900	Other Basic Services	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	
	Extra/Reimbursable Services	\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	
0203-9900	Other Reimbursables	\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	
0204-0200	HazMat (incl. monitoring)	\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	
0204-0300	Geotechnical/Geo-Environmental	\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	
0204-0400	Site Survey & Site Requirements	\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	
0204-0500	Wetlands	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	
0204-1200	Traffic Studies	\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	
	SUB-TOTAL	\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	
SITE ACQUISITION										
0301-0000	Land/Bldg. Purchase/Associated Services	\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	
	SUB-TOTAL	\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	

Total Project Budget Status Report

ProPay Code	Description	Total Project Budget	Authorized Changes	Revised Total Budget	Total Committed	% Cmtd to Date	Actual Spent to Date	% Spent to Date	Balance To Spend	Comments
PRE CONSTRUCTION COSTS										
0501-0000	CMR Pre-Con Services	\$ -		\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	
	SUB-TOTAL	\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	
CONSTRUCTION COSTS										
0502-0001	Construction Budget	\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	
0508-0000	Change Orders	\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	
	SUB-TOTAL	\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	
ALTERNATES										
0506-0000				\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	
	SUB-TOTAL	\$ -	#REF!	\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	
OTHER PROJECT COSTS										
0507-0000	Construction Contingency	\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	
	Miscellaneous Project Costs	\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	
0601-0000	Utility Company Fees	\$ -		\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	
0602-0000	Testing Services	\$ -		\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	
0699-0000	Other Project Costs	\$ -		\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	
	Furnishings and Equipment	\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	
0701-0000	Furnishings	\$ -		\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	
0702-0000	Equipment	\$ -		\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	
0703-0000	Technology Equipment	\$ -		\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	
0801-0000	Owner's Contingency	\$ -		\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	
	SUB-TOTAL	\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	
TOTAL PROJECT BUDGET		\$ 1,000,000	\$ -	\$ 1,000,000	\$ 1,000,000	100%	\$ 187,647	19%	\$ 812,353	
FUNDING SOURCES										
		Max w/ Conting.	Max w/o Conting.							
	Maximum State Share	\$ 795,800	\$ 795,800							
	Local Share *	\$ 204,200	\$ 204,200							
	SUB-TOTAL	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ -	\$ -	\$ 1,000,000	79.58%		
CONSTR. COST ESTIMATES										
		Date	Estimator	Amount	SF	Cost Per SF				
	Designer FS Cost Estimate					#DIV/0!				
	Designer SD Cost Estimate					#DIV/0!				
	CM SD Cost Estimate					#DIV/0!				

Feasibility Study Agreement Budget Transfers:

FSA BRR 01	7/7/2016	Transfer \$50,000 from Environmental & Site to OPM Feasibility Study/Schematic Design; transfer \$20,000 from A/E Feasibility Study/Schematic Design to OPM Feasibility Study/Schematic Design. APPROVED by MSBA 11/8/16
FSA BRR 02	2/3/2017	Transfer \$70,000 from Environmental & Site, transfer \$30,000 from Other, and transfer \$19,500 from OPM Feasibility Study/Schematic Design to A/E Feasibility Study/Schematic Design to fulfill A/E Contract Requirements. Circulated for Signatures

Project Funding Agreement Budget Transfers: