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

SCHOOL BUILDING COMMITTEE MEETING NO. 15

Thursday, November 9, 2017

Durfee High School - Library

4:30 PM

Agenda

1. Administrative Actions
 - Vote to Approve the October 12, 2017 Meeting Minutes
2. Community Engagement
 - Facebook, Twitter, Website, Print Update
 - Public Forum #3 Update
3. Schematic Design (SD)
 - Schematic Design Update
 - Update on Recent Programming Meetings
 - Update on Durfee Bells
 - Update on Design and Changes
 - Construction Management at Risk Construction Delivery
 - Vote on Prequalification/Selection Subcommittee
 - Need Resumes from All Prequalification/Selection Subcommittee Members
 - CMR Application to Inspector General's Office
4. Schedule Update
 - Review Project Schedule
 - Review/Update Timeline and Dates to get to the Public Vote as Submitted to MSBA
 - Important Upcoming Milestone Dates
 - Schematic Design Timeline (August 24, 2017 – January 3, 2018)
 - Submission to Massachusetts Historical Commission Project Notification – November 13, 2017
 - Review Estimating Schedule – Reconciled Estimate – December 14, 2017
 - Review Schedule for Construction Management at Risk Construction Delivery
 - Notification of Schematic Design Submission Budget to MSBA – December 20, 2017
5. Budget Update
 - Review Total Project Budget
6. Other Business/Discussions
7. Next SBC Meeting
 - SBC Meeting December 19, 2017 4:30 PM Durfee HS Library

BMS Durfee High School – Fall River, MA	MEETING MINUTES
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SCHOOL BUILDING COMMITTEE MEETING NO. 14	October 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
Tim McCoy	City of Fall River, Purchasing Agent FRHA	N
Chris Gallagher	City of Fall River, Director of Building and Grounds	Y
Carole Fiola	Mass. State Rep.	Y
Matt Malone	Fall River School Dept, Superintendent of Schools	Y
Ken Pacheco	Fall River School Dept., Co-Chair, Chief of Operations FRPS	Y
Joseph Camara	City Councilor and Co-Chair	Y
Mark Costa	Fall River School Dept. School Committee, Vice Chair	N
Ed Costar	Fall River School Dept., School Committee	N
Matthew Desmarais	Fall River School Dept., Durfee High Principal	Y
Shayna Morgan	Fall River School Dept., Operations Durfee High	N
Michael Costa	Fall River School Dept., Teacher at Durfee High	Y
Gary Bigelow	Fall River School Dept., Teacher at Durfee High	Y
Nick Christ	Baycoast Bank, CEO Baycoast Bank	Y
Michael Keane	Civitech Architects, Owner	N
Brantley Hunsinger	B-Tech Construction, Owner	N
Tammy Moutinho	Buildings and Grounds, Admin.	Y
Lauren Correa	Student	N
Catarina Pereira	Student	N
Jensen Riley	Student	N
Scott Dunlap	Ai3, Project Architect	Y
Troy Randall	Ai3, Project Architect	Y
Craig Olsen	Ai3, Project Architect	Y
Sally Cameron	ThreeC Strategy	Y
Jim Rogers	LeftField, Owner	Y
Lynn Stapleton	LeftField, Project Executive	Y
Adam Keane	LeftField, Project Manager	Y
Paul Gransauil	LeftField, Project Manager	Y

- Voting Members indicated in **bold**

The School Building Committee Chair, K. Pacheco, called the meeting to order at 4:37 PM.

I. Approval of Meeting Minutes

1. The following motion and vote were made:

MOTION: M. Desmarais moved, seconded by G. Bigelow, that the Durfee High School Building Committee approve the September 14 2017 SBC Meeting Minutes.

Discussion: None.

The Durfee High School Building Committee voted to approve the September 14th 2017 SBC Meeting Minutes.

For: 9 – Oppose: 0 – Abstained: 0

II. Community Engagement

2. S. Cameron noted there continues to be a lot of traction on social media on Facebook, Twitter and the Website. There have been many comments, mostly positive. The third Public Forum occurs tonight and The Herald will be in attendance. The agenda was distributed to the Public via Twitter, Facebook and the Website.

III. Schematic Design

3. T. Randall led a PowerPoint presentation on the design progress to date. He noted that there have been focused meetings with programming meetings with faculty and staff with more scheduled. Troy then presented slides and led discussion of the exterior elevations, landscape forms and floor plans. C. Olsen expanded on the interior design and described the program location changes as a result of faculty and staff feedback. C. Olsen detailed the public entry points into the school and described the interface with security and access control. C. Olsen also noted the design progression at the Administration Area, the Nurses' Station, the Durfee Pride Atrium and Culinary Arts.
4. T. Randall stated the Traffic Study by Pare is ongoing and they have had contact with MDOT and the Fall River Police Department. M. Desmarais expressed concern with student drop-off in the mornings on Ellsbree Street and the increased congestion that would result. He proposed a "through road" on site to alleviate congestion on Ellsbree Street.
5. A. Keane led a brief discussion on the inclusion of the "Durfee Bells" in the new school and C. Fiola recommended that the SBC gain approval from the "Durfee Bells Committee".
6. A. Keane gave an update on the project presentation that was delivered to the School Committee on September 12, 2017.

7. The advantages and disadvantages of the two construction delivery method, Construction Management at Risk (C.M.R) and Design-Bid-Build (D.B.B.), was discussed. After discussion, a vote of the SBC was taken.

The following motion and vote were made:

MOTION: N. Christ moved, seconded by M. Malone, that the Durfee High School Building Committee adopt the Construction Management at Risk construction delivery method for the new Durfee High School project.

Discussion: None.

The Durfee High School Building Committee voted to adopt the Construction Management at Risk construction delivery method for the new Durfee High School project.

For: 9 – Oppose: 0 – Abstained: 0

8. L. Stapleton informed the SBC that a Prequalification/Selection Subcommittee needed to be established to review CMR applications and make recommendations to the SBC. After discussion, it was decided that the Subcommittee would be composed of Ai3, LeftField and the following SBC members: Joe Camara, Mike Keane, Ken Pacheco, Matt Malone, Chris Gallagher and Brantley Hunsinger. It was noted a formal vote would be taken at the next SBC Meeting once all proposed people had been confirmed.

IV. Schedule Update

9. A. Keane noted the following milestone dates:
 - Schematic Design timeline – 8/24/17 to 1/3/18
 - Submission of the Schematic design Submission – January 3, 2018
 - Public vote on funding – March 2018

V. Project Funding & Project Budget Update

10. The Total Project Budget Status Report was reviewed and it was noted that the project had spent 85% of its budget with two months remaining in the SD phase.

VI. Other Business/Discussion

11. None.

VII. Next Meetings

12. The next meeting of the full SBC is scheduled for November 9, 2017 at 4:30 PM in the Durfee High School Library.

13. It was noted that additional Programming Meetings would be scheduled in the month of October 2017.

VIII. Adjournment

14. The following motion and vote were made:

MOTION: N. Christ moved and C. Fiola seconded, that the School Building Committee vote to adjourn the meeting at 5:55 PM.

**The Durfee School Building Committee voted unanimously to adjourn the meeting at 5:55pm.
For: 9 – Oppose: 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,
Paul Gransaul
LeftField LLC

Durfee High School
 Project Milestone Dates
 November 9, 2017

ID	Task Name	Start	Finish
1	Schematic Design (SD)	Wed 8/23/17	Wed 1/3/18
2	Develop Schematic Design Submission	Wed 8/23/17	Tue 12/19/17
3	Submit Project Notification to Massachusetts Historical Commission	Mon 11/13/17	Fri 12/15/17
4	SD Cost Estimates Due and Reconciliation Process	Mon 12/11/17	Tue 12/19/17
5	SBC Vote to Approve SD Submission to MSBA	Tue 12/19/17	Tue 12/19/17
6	MSBA Schematic Design Notification	Wed 12/20/17	Wed 12/20/17
7	Submit SD Submission to MSBA	Wed 1/3/18	Wed 1/3/18
8	DESE Review	Wed 1/3/18	Wed 1/31/18
9	MSBA Review of DESE Submittal	Wed 1/3/18	Tue 1/30/18
10	DESE Review and Approval	Wed 1/31/18	Wed 1/31/18
11	CM at Risk Procurement	Thu 10/12/17	Fri 7/27/18
12	SBC Approves Use of CM at Risk Delivery & Selects CM Selection Committee	Thu 10/12/17	Thu 10/12/17
13	CM at Risk Application & Submit to OIG	Fri 10/13/17	Thu 12/21/17
14	Office of Inspector General Approval	Fri 12/22/17	Tue 3/6/18
15	CM at Risk RFQ Process	Wed 3/7/18	Wed 3/28/18
16	CM at Risk SOQs Due	Wed 3/28/18	Wed 3/28/18
17	CM at Risk RFP Process	Thu 3/29/18	Fri 4/13/18
18	CM at Risk Proposals Due	Fri 4/13/18	Fri 4/13/18
19	CM Interviews	Mon 4/16/18	Tue 4/17/18
20	CM Award, Contract and Notice to Proceed	Wed 4/18/18	Tue 5/1/18
21	Pre-Construction	Wed 5/2/18	Fri 7/27/18
22	Project Scope and Budget/ Project Funding Agreement	Mon 11/13/17	Mon 6/25/18
23	School Committee to Vote to Approve and to Request City Council Set Election Date	Mon 11/13/17	Mon 11/13/17
24	City Council to Vote to Approve and to Set Election Date	Thu 12/14/17	Thu 12/14/17
25	Post and Begin Advertising Special Election	Mon 1/8/18	Mon 1/8/18
26	MSBA to Review Vote Language	Tue 1/9/18	Wed 1/31/18
27	PSB Conference	Wed 1/17/18	Wed 1/17/18
28	Execute PSBA	Wed 1/17/18	Thu 1/18/18
29	Print Ballots	Thu 2/1/18	Thu 2/1/18
30	Board Vote on Project Scope and Budget	Wed 2/14/18	Wed 2/14/18
31	City Vote on Project Funding	Tue 3/6/18	Tue 3/6/18
32	City Council to Authorize Mayor to Execute PFA	Thu 3/8/18	Thu 3/8/18
33	Timeframe to Execute PFA	Wed 2/14/18	Mon 6/25/18
34	Execute PFA	Mon 6/25/18	Mon 6/25/18
35	LEED	Mon 3/19/18	Mon 2/28/22
36	LEED Registration	Mon 3/19/18	Mon 3/19/18
37	Submit Design Documents to USGBC for Review	Mon 4/1/19	Mon 4/1/19
38	Submit Documents from Construction to USGBC for Review	Thu 9/30/21	Thu 9/30/21
39	Final LEED 10-month Commissioning Report	Tue 5/25/21	Mon 2/28/22
40	Design Development	Thu 2/15/18	Mon 7/2/18
41	Design Development Documents	Thu 2/15/18	Wed 6/6/18
42	DD Cost Estimate	Thu 6/7/18	Tue 6/26/18
43	DD Value Engineering	Wed 6/27/18	Fri 6/29/18
44	Submit DD Package to MSBA	Mon 7/2/18	Mon 7/2/18
45	Contract Documents	Tue 7/3/18	Tue 3/5/19
46	CD 60% Documents	Tue 7/3/18	Mon 10/8/18
47	CD 60% Cost Estimate	Tue 10/9/18	Fri 10/26/18
48	CD 60% VE	Mon 10/29/18	Wed 10/31/18
49	Submit 60% CD Package to MSBA	Thu 11/1/18	Thu 11/1/18
50	CD 90% Documents	Fri 11/2/18	Thu 1/3/19
51	CD 90% Cost Estimate	Fri 1/4/19	Wed 1/23/19
52	CD 90% VE	Thu 1/24/19	Fri 1/25/19
53	Submit 90% CD Package to MSBA	Mon 1/28/19	Mon 1/28/19
54	CD 100% Documents	Tue 1/29/19	Mon 3/4/19
55	Submit CD 100% CD Package for Main Bidding	Tue 3/5/19	Tue 3/5/19
56	Trade Contractor Prequalification	Thu 7/5/18	Tue 2/19/19
57	Advertise Trade Contractors RFQ - Early Bid Package	Thu 7/5/18	Wed 7/11/18
58	Trade Contractor RFQ Advertisement & Response Time - Early Bid Package	Thu 7/12/18	Thu 7/26/18

Durfee High School
 Project Milestone Dates
 November 9, 2017

ID	Task Name	Start	Finish
59	Trade Contractors SOQ Due - Early Bid Package	Thu 7/26/18	Fri 7/27/18
60	Review Trade Contractor SOQ - Main Bid Package	Fri 7/27/18	Fri 8/3/18
61	Prequalification Committee Review Meeting & Notify Contractors for Main Bidding	Fri 8/3/18	Fri 8/3/18
62	Advertise Trade Contractors RFQ - Main Bid Package	Thu 1/10/19	Wed 1/16/19
63	Trade Contractor RFQ Advertisement & Response Time - Main Bid Package	Thu 1/17/19	Thu 1/31/19
64	Trade Contractors SOQ Due - Main Bid Package	Thu 1/31/19	Thu 1/31/19
65	Review Trade Contractor SOQ - Main Bid Package	Thu 1/31/19	Tue 2/19/19
66	Prequalification Committee Review Meeting & Notify Contractors for Main Bidding	Tue 2/19/19	Tue 2/19/19
67	Bid Package No.1-Site, Foundations, Concrete, Elevator, Structural Steel, UG Electrical &	Fri 8/3/18	Wed 9/5/18
68	Bid Package No. 1 Drawings Complete	Fri 8/3/18	Fri 8/3/18
69	Bid Package No. 1 Bid Period (Including Early UG Plumbing & Electrical Trade Contractors)	Wed 8/8/18	Thu 8/30/18
70	Early Underground Plumbing & Electrical Trade Contractors Bids Due	Thu 8/30/18	Thu 8/30/18
71	Bid Package No. 1 - Interim GMP 1/ Award BP 1	Fri 8/31/18	Wed 9/5/18
72	Bid Package No. 2 - Main Package (or DBB)	Tue 3/5/19	Fri 5/17/19
73	Bid Package No. 2 Drawings Complete	Tue 3/5/19	Tue 3/5/19
74	Bid Package No. 2 Bid Period (Including All Trade Contractors)	Wed 3/6/19	Wed 4/3/19
75	Trade Contractors Bids Due	Mon 4/22/19	Mon 4/22/19
76	Award Bid Package 2	Tue 4/23/19	Fri 4/26/19
77	Final GMP	Mon 4/29/19	Fri 5/17/19
78	Construction	Thu 9/6/18	Tue 8/17/21
79	Start Bid Package No. 1 - Demolition, Site, Foundations, Concrete, Elevator, Structural Steel	Thu 9/6/18	Wed 5/15/19
80	Start Bid Package No. 2 - Main Construction	Mon 4/29/19	Fri 5/21/21
81	Substantial Completion	Mon 5/24/21	Mon 5/24/21
82	FFE Installation	Tue 5/25/21	Mon 8/16/21
83	Final Completion - Certificate of Occupancy	Tue 8/17/21	Tue 8/17/21
84	School Opening	Mon 8/23/21	Mon 8/23/21
85	Demolition of Existing School/ Finish Site Work	Fri 4/30/21	Fri 12/31/21

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%	\$ 287,250	87%	\$ 43,250	*FSA 1, 2
0002-0000	A&E Feasibility Study/Schematic Design	\$ 570,000	\$ 99,500	\$ 669,500	\$ 669,500	100%	\$ 601,444	90%	\$ 68,056	*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%	\$ 888,694	89%	\$ 111,306	
TOTAL PROJECT BUDGET		\$ 1,000,000	\$ -	\$ 1,000,000	\$ 1,000,000	100%	\$ 888,694	89%	\$ 111,306	
FUNDING SOURCES										
	Max w/ Conting.	Max w/o Conting.								
	Maximum State Share	\$ 795,800	\$ 795,800	Project Budget	Scope Items Excluded	Contingencies	Basis of Total Facilities Grant	Reimbursement Rate		
	Local Share *	\$ 204,200	\$ 204,200	\$ 1,000,000	\$ -	\$ -	\$ 1,000,000	79.58%		
	SUB-TOTAL	\$ 1,000,000	\$ 1,000,000							
CONSTR. COST ESTIMATES										
	Date	Estimator	Amount	SF	Cost Per SF					
	Designer FS Cost Estimate	06/13/17	PM&C	\$190,119,276	497,000	\$382.53				
	Designer SD Cost Estimate					#DIV/0!				
	OPM 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. APPROVED by MSBA 8/10/17

Project Funding Agreement Budget Transfers: