

School Building Committee Minutes January 14, 2013 5:00 pm Paul Revere Room

Attendees: Peter Sugar, Alice Deluca, Dana Ham, Don Lowe, Simon Bunyard, Ernie Houle, Bill Blake, Frank Cannon, Dore Hunter, Donald Grose, Kevin Mahoney, Mary Ann Williams, Ford Spalding, Kris Luoto, Tony Lionetta, John Doherty, Jack Weis, Carmen Reis

Minutes

The minutes from the Dec. 17, 2012 meeting were approved unanimously.

Scheduling

There will be no Jan. 28 meeting; February 11, 2013 will be the next meeting.

Update: Website

Ford unveiled website (www.minutemanschoolbuilding.com). He encouraged members to sign up for List Serv, and mentioned he'd like the website information to be forwarded to the all town officials.

Update: Designer Search

Mary Ann Williams updated the School Building Committee on Designer search, noting the number of responses. The Committee talked about the DARS Subcommittee and discussed the name of the 3 individuals (Ed Bouquillon, Dana Ham and Peter Sugar) who would be at the table with the MSBA.

Proposals are due Friday December 18th at noon. DARS Subcommittee will review packages to make sure packages are complete. DARS Subcommittee will meet on Monday January 28th all day to review the proposals.

Mary Ann anticipated February 19th as the date to go in front of the MSBA. She described the process, and noted that we could have somebody on board on Feb 19th or may be subject to interviews which would be 4-5 weeks out. Mary Ann suggested we put together a matrix and as a group determine prior to meeting with the MSBA who the top 3 firms are.

The DARS Subcommittee will update and review the Designer respondents at the full School Building Committee on February 11.

Mary Ann described the fee, based on scope of work, level of effort, and noted that the RFS clearly defines the enrollment requests by the MSBA. She explained the MSBA position of staying within the parameters of fees noted in the feasibility agreement. While it is not unusual for designers to be 20-50% higher than what they originally expect, this is the budget and we cannot go over. The Committee discussed the need to discuss the fee for the designer/feasibility study.

Adjournment

The meeting adjourned at 5:50 pm.

Kris Luoto, Recorder