

Minutes

School Building Committee Meeting

Monday 9.26.16 5:30 PM Paul Revere Room, Minuteman High School

Voting Members Present: Ford Spalding, Ed Bouquillon, Kevin Mahoney, Bill Blake, Marianne Cooley, David Frizzell, Simon Bunyard, Frank Cannon, Nawwaf Kaba, Don Lowe, Dana Ham, Alice DeLuca, Alice Kaufman, Jack Weis, Mike Majors

Others Present: Brian Solywoda, Larry Trim, MaryAnn Williams, Dale Caldwell, Matt MacLean, Elizabeth Rozan, Ann Needle (Stow Independent)

1. Call to Order

Ford Spalding called the meeting to order at 5:30 PM, and offered congratulations on the successful citizens' vote that allows the project to move forward for the benefit of the students. He noted the preliminary numbers of 12,158 in favor and 5,320 against, and indicated that this was a huge endorsement. He offered a slogan to guide the work going forward: *"Build it for Minuteman's Future!"*, and emphasized that the School Building Committee will hold to doing this on time and on budget. Simon Bunyard noted that the success of the project was due to the leadership at the head of the table, which served to influence and motivate others. Ford noted that it was an extraordinary team effort.

2. Approval of Past Minutes 5.23.16

The following vote was taken:

Moved (Bouquillon) and seconded (DeLuca)

To approve the past minutes of 5.23.16

Vote: Unanimous

3. Review of District Wide Election Vote

Ford reiterated the success of the citizens' vote of September 20, 2016. David Frizzell added that as a result of the vote, the Town of Belmont has scheduled a Special Town Meeting for October 19, 2016 to consider whether to remain in the District or not. Ford noted that he hopes they remain in the District, for the benefit of the Belmont students, and that their vote does not influence the work of the School Building Committee.

4. Review of Design Team's Schedule

Mary Ann Williams extended congratulations for the success of reaching local approval to fund the project (Module 5), and emphasized that this is a good place to be after 4 years. She distributed a Minuteman Schedule Summary (9.26.16) and an updated MSBA Project Timeline by Module (9.26.16), and noted the schedule for Module 6 and 7.

5. Design Team Contracts

Mary Ann explained that she was seeking authorization for continuation of services on the Skanska Contract and the KBA Contract. She explained the details, noting that although the project has been delayed, both firms are committed to work within budget. She explained the Construction Manager selection process, beginning with sending an ad in to the Central Registry for next Wednesday, October 5, and she noted that the goal is to have a Construction Manager on board by the end of the year. She

also pointed out that one of the roles of the CM is to validate the budget and offer guidance regarding possible changes in materials, as the goal is to employ strategies to move forward as originally intended. She emphasized that there would be no change in the program. She addressed questions about the budget and comparable documents for both, and offered to look into specifics where things were unclear. It was pointed out that the SBC has seen all the figures during the feasibility phase, and that the materials distributed provide a very clear roadmap going forward. The following votes were then taken:

Moved (DeLuca) and seconded (Bouquillon)
To authorize Continued Services for OPM (Skanska Contract Amendment #2)
14 in favor, 1 abstention (Weis)

Moved (DeLuca) and seconded (Frizzell)
To authorize Continued Services for Designer (KBA Contract Amendment #1)
14 in favor, 1 abstention (Weis)

Ford explained the schedule for School Building Committee meetings in November and December. On Monday November 7, 2016 at 5:30 PM the Committee will review the qualifications of the CM at Risk and to give feedback on design, and on Monday December 12, 2016 at 5:30 PM, they will select the CM at Risk candidate and continue the design feedback process. He reminded the Committee that the CM at Risk Selection Subcommittee was determined at the January 11, 2016 meeting, and is comprised of: Dana Ham, Frank Cannon, Peter Sugar, David Frizzell, Simon Bunyard, Ed Bouquillon, and Kevin Mahoney. Mary Anne noted that she will be developing a schedule for the Subcommittee, and reiterated the process: She will submit the ad to the paper and the Central Registry for a Request for Qualifications, to be published October 5. There will be 3 weeks allowed for submission of statements. The Subcommittee will review these qualifications, ensuring conformity with the statute. Notice will be given on the submissions, then a Request for Proposals will be issued, that will include details on the team, the schedule, the qualifications, and the ability to bond for \$120 M. She will develop a comparability matrix, then interviews will be held. She explained that much good information will be shared during the interviews, as firms put their best foot forward, and we will learn a lot about the project. She explained that interviews will be held on Saturday December 10, with the location and schedule to be determined. Then, the Subcommittee will share their recommendation at the December 12 School Building Committee meeting. She explained that 8 good, solid firms, including Turner, Gilbane, Suffolk, and Fontaine, have already expressed interest, as the project is attractive. She explained that the firms will be weeded out as qualifications specific to the project are considered. It was also pointed out that it is important that the selected Construction Manager stay on the project, without change in personnel, for the duration.

6. Adjournment

Ford extended thanks to all for participating in the important tasks ahead. The meeting was adjourned at 5:55 PM.

Elizabeth Rozan, Recorder