

WEBSTER PUBLIC SCHOOLS
SCHOOL BUILDING COMMITTEE JANUARY 20, 2022

Present: Dave Hurton - Chairman - *Voting Member*
Al Young - *Voting Member*
Lisa Kontoes - *Voting Member*
Gina Nieves - *Voting Member*
Ruthann Goguen - Superintendent
Monique Pierangeli – Asst Superintendent for Business & Finance

Absent: Ted Tetreault - Building Inspector
Fran Thomas - Principal
Ted Avlas – *Vice Chairman Member - Voting Member*
Tony Paranto - *Voting Member*
Sheila Blythe – *School Committee Voting Member*
Tim Bell - Town Accountant

Attendees: Ken Guyette - Colliers
John Bates - Colliers
Kent Kovacs - Flansburgh
Rob Potis - Flansburgh

I. Call to order: Mr. Hurton called the meeting to order at 6:00 pm.

II. Approval of Minutes: Approval of minutes from December 16, 2021
Motion – Mr. Young
Second – Ms. Kontoes
Vote: Yes – 3; No – 0, Abstain - 1

III. OPM Report

1. OPM Monthly Report

John Bates from Colliers reviewed the monthly reports that were submitted to MSBA. Project is on schedule and on budget. The budget amounts for OPM contracts and Designer contracts were reviewed and the project is not tracking any issues at this time.

2. Review Form 3011

OPM Ken Guyette gave an overview of the MSBA Form 3011 and how it is used by the MSBA. This document determines the Eligible vs the Non-Eligible including reimbursement. Mr. Guyette reviewed what is ineligible costs which includes soft costs in excess of 20% of construction cost, ineligible square footage, demolition & site, site cost beyond funding limit of 8% of building cost, constructions cost which is capped at \$360/SF, FF&E is eligible up to \$1,200 a student along with \$1200 for technology, construction contingency costs, capped at 2% of construction for renovation and 1% for owners contingency renovation.

a. OPM Fees capped at 3 ½ percent of construction

b. Designer Fees

Capped at 10% of construction costs.

c. Delivery Method

Mr. Guyette discussed the options for delivery methods which include Design Bid Build Approach or CM at risk. Each option was explained in detail by Mr. Guyette. Both Ken Guyette and Kent Kovacs stated that whatever option the committee chooses they are confident the project would be successful. Discussion ensued.

Motion to approve Chapter 149 Design, Bid, Build as the project delivery method

Motion: Mr. Young

Second: Ms. Kontoes.

Vote: Yes - 4, No - 0, Abstain - 0

d. Contingencies

Mr. Guyette reviewed the project contingencies and explained what each was for.

e. Alternates

Mr. Guyette reviewed the project alternates that were contained in the form 3011 and again explained how the alternates works within the project.

3. Review “Road Show” Schedule

John Bates reviewed a schedule for community outreach. The OPM are recommending to add additional general public outreach meeting. A weekend meeting will be scheduled to facilitate parents or community members who may not be able to make the meeting. A variety will also be offered to include in person and zoom meetings to be able to maximize the audiences. The schedule will be updated and outreach for meetings will take place.

IV. Designer Report

1. Construction Phasing

Ken Kovacs gave an overview of the construction phasing of the project.

2. Draft of “Road Show” Presentation

Kent Kovacs explained that they have a few slides put together for presentation for the general public. He added that Colliers will be adding in a few additional slides to the presentation. Kent is looking for feedback from the committee. The committee discussed in length the fields and alternates. The fields are being carried as part of the construction cost, but there is a possibility that if construction cost come in high that the fields could not be built as an alternate.

VI. Approval of warrant:

Mr. Hurton reviewed the warrant.

Motion to approved warrant in the amount of \$123,294.75

Motion: Ms. Kontoes

Second: Ms. Nieves

Vote: Yes - 4, No - 0, Abstain - 0

VI. Meeting Schedule:

Next meeting date is scheduled for Tuesday, February 15, 2022

VII. Adjourn:

Motion to Adjourn 8:11 pm

Motion: Mr. Young

Second: Ms. Kontoes

Vote: Yes – 4, No – 0; Abstain - 0

Respectfully submitted,
Monique Pierangeli