

# BRISTOL WARREN SCHOOL BUILDING COMMITTEE MEETING MINUTES



**PROJECT:** Bristol Warren Regional School District  
**LOCATION:** Reynolds Building, 1<sup>st</sup> Floor Conference Room

**MEETING DATE:** September 7, 2023

**ATTENDEES:**

- |                       |   |  |   |   |
|-----------------------|---|--|---|---|
| <b>SBC (Voting):</b>  | <input checked="" type="checkbox"/> Ana C. Riley (AR)     | <input checked="" type="checkbox"/> Adam McGovern (AM) | <input type="checkbox"/> Tara Thibodeau (TT)            | <input checked="" type="checkbox"/> Frank Caliri (FC)   |
|                       | <input checked="" type="checkbox"/> Steve Contente (SCo)  | <input type="checkbox"/> Kate Michaud (KM)             | <input type="checkbox"/> Michelle King (MK)             | <input checked="" type="checkbox"/> Dennis Morrell (DM) |
|                       | <input checked="" type="checkbox"/> Danielle Carey (DC)   | <input checked="" type="checkbox"/> Tim Sweeney (TS)   | <input checked="" type="checkbox"/> Ed Tanner (ET)      | <input checked="" type="checkbox"/> Aaron Ley (AL)      |
|                       | <input checked="" type="checkbox"/> Steve Calenda (SCa)   |  |   |   |
| <b>PMA:</b>           | <input checked="" type="checkbox"/> Chad Crittenden (CJC) | <input type="checkbox"/> Chris Carroll (CC)            | <input checked="" type="checkbox"/> Walter Hartley (WH) | <input type="checkbox"/> Nicholas Hull (NH)             |
| <b>PE (Designer):</b> | <input checked="" type="checkbox"/> Joe Drown (JD)        | <input checked="" type="checkbox"/> Mark McCarthy (MM) | <input checked="" type="checkbox"/> Lisa Pecora (LP)    | <input type="checkbox"/> Robert Bell (RB)               |
|                       | <input checked="" type="checkbox"/> Rob Santos (RS)       | <input type="checkbox"/> Kris Bradner (KBr)            | <input type="checkbox"/> Jess Farber (JF) CMTA          |   |
| <b>Guests:</b>        | <input checked="" type="checkbox"/> Nathan Calouro (NC)   | <input type="checkbox"/> Carly Reich (CR)              | <input type="checkbox"/> Matthew Cabral (MC)            | <input checked="" type="checkbox"/> Dianne Sanna (DC)   |
|                       | <input type="checkbox"/> Keri Cronin (KC)                 | <input type="checkbox"/> Nicky Piper (NP)              | <input type="checkbox"/> Kathryn Brown (KB)             | <input type="checkbox"/> Greg Spiess (GS)               |

**GENERAL**

Item	Action	Notes
05/31/23:01	SBC	<b>Open Meeting: Update 09/07/23:</b> Attendance noted above, 8 members (8 voting) present. Meeting called to order at 8:39 AM by CC. AL and FC arrived during the meeting.
05/31/23:02	SBC	<b>Public Comments: Update 09/07/23:</b> None
05/31/23:04	SBC	<b>Approval of Minutes: Update 09/07/23:</b> Approval of minutes from 8/24. <b>Motion: SCa Seconded: SCo Discussion: None Vote: All in Favor (8 Yes, 0 No, 0 Abstain).</b> AL and FC arrived following the vote.

**DESIGN**

Item	Action	Notes
05/31/23:06	PMA/PE	<b>Stage II Update: Update 09/07/23:</b> Progress update provided by PMA/PE. All dates in the schedule are on target. Budget reviews for elementary, middle, and high schools are ongoing. Geo-technical drilling was completed last week, and PE is waiting on the final report. Geo-environmental study draft report was issued, PE is waiting on documents from the Town to finalize. NECHPS scorecard completed for submission. RI Historic Preservation and Heritage Commission letter and drawings issued; PE is waiting response. PE gathering final documents for Stage II submission. Stage II report is underway.  Upcoming items: Warren Town Council Meeting on 9/12, Bristol Town Council on 9/13. Stage II submission on 9/15. Neighborhood meetings for MHHS follow the submission. Historic preservation and planning board review to be scheduled after the first of the year once design is further along.
07/27/23:01	PE	<b>Design Updates: Update 09/07/23:</b> PE presented a brief design update. Slides included an updated graphic showing the new school overlaid on the existing site inclusive of the existing MHHS, wetlands, and buffer zones. Slides also included graphics depicting parking space counts in each parking lot location on the site. This does not include potential overflow parking in the car drop-off area in front of the main entrance as this would need to be discussed and confirmed as acceptable by fire and police. This also does not include any potential on street parking on Chestnut, which currently exists. PE will provide an updated graphic for what could potentially fit for on-street parking along Chestnut St. The final design update showed the potential addition of a 6 <sup>th</sup> tennis court. PE noted that to accomplish a 6 <sup>th</sup> tennis court the potential baseball field would need to be changed to a multipurpose field to replace in kind all existing onsite facilities. It would also require additional retaining walls near silver creek. It was noted and was further discussed during the project scope and budget value management exercise.

**SCHEDULE**

Item	Action	Notes
05/31/23:08	PMA	<b>Master Project Schedule: Update 09/07/23:</b> No issues, on target. On target for 9/15 submission to RIDE.
05/31/23:09	ALL	<b>Key Dates: Update 09/07/23: 15Sep23:</b> RIDE Stage II Submission Deadline. <b>18Sep23:</b> Board of Elections Approval of Referendum Question(s). <b>07Nov23:</b> Project Funding Authorization Vote. <b>19Dec23:</b> RIDE Stage II Approval Target. <b>30Jun24:</b> Construction Contract Award deadline to qualify for housing aid incentives (RIDE legislative update).

**BUDGET**

Item	Action	Notes
05/31/23:09	PMA/SBC	<b>Project Budget: Update 09/07/23: Referendum Language:</b> AR advised that the language comes directly from the state and is a standard format. There will be one standard question on the referendum.

09/07/23.01	PMA/PE	<p><b>Project Scope and Budget (Value Management Live Exercise):</b> PMA provided a brief overview of the exercise. PMA noted that this exercise is to ensure the SBC understands what is being carried in the project scope and allow them to see what the budget is in real time as they make decisions on scope. The information is based upon an independent estimate for each building. PE/PMA and the estimators meet to discuss that all assumptions made are correct and/or are updated in real time to ensure the design intent is captured in the cost. PMA advised that there are four categories being shown in the live excel document. The first group of items is scope to ensure that the project is designed to cost and are being captured within the estimate as either in or out of the budget. The second category are accepted items in the scope or accepted changes to the scope which may also include deducts. The third category captures declined scope adjustments. The final category is for alternate items, alternates are desired scope that do not fit within the budget in the current phase, these items will be re-reviewed at subsequent design phases to see if the budget can accommodate them moving back into the base project scope, or they may be carried as add-alternates for competitive pricing at the time of bid.</p> <p>The School Building Committee agreed that the budget prohibited inclusion of full mechanical replacement at Colt, Andrews, Hugh Cole, Rockwell and Kickemuit buildings with geothermal systems. In lieu of geothermal, the SBC asked the team to carry and present an alternative option for upgrades to mechanical systems at the elementary and middle schools at the next phase of design. Perkins Eastman advised that they will bring this to the MEP designer for a recommendation. AR made it clear that all buildings in the BWRSD provide the code required ventilation but not all buildings have full air conditioning systems. Geothermal options at middle and elementary schools were removed and base upgrades to the existing system along with an alternative for a replacement-in-kind system will be carried at each building. Emergency power upgrades where needed for all middle and elementary school buildings was also requested to be carried as an add alternate.</p> <p>The School Building Committee, to bring the project within the proposed budget, proposed that the HVAC system for the new Mount Hope High School be priced in the base scope as a hybrid system using a combination of ground-source geothermal wells and air-source heat pumps. The SBC agreed that the add-alternate to be carried for the high school HVAC system would be a full geothermal option.</p> <p>The School Building Committee agreed that irrigation should be carried as an add alternate but that it should also include an irrigation well in the cost of that alternate.</p> <p>AR asked SCo if permit fees will be waived. SCo responded that he would work to see that these are waived for BWRSD's project.</p> <p>The School Building Committee agreed that turf field upgrade should be carried in the base, which allows baseball to return to the site. 5 tennis courts would be carried. This item will be further reviewed to see if a 6<sup>th</sup> tennis court may be able to fit but there would potentially be cost implications like a retaining wall near silver creek. This layout will be looked at next design iteration. SCa noted that this was a big selling point for the community.</p> <p>PE/PMA will regroup with the estimators to review to proposed adjustments that were made by the School Building Committee noted above and captured via updates to the live scoping exercise document. A scope recap will then be provided to the School Committee for review and discussion on 9/11/23.</p>
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**MISCELLANEOUS**

Item	Action	Notes
05/31/23:10	PMA/PE/SBC	<p><b>Project Communication/Community Outreach: Update 09/07/23:</b> Website continues to be updated with presentations and additional FAQ answers. Tours of existing MHHS to be scheduled for late September once RIDE Stage II submission goes in. Abutters Meeting to be scheduled for late September once RIDE Stage II submission goes in. It was noted at a prior meeting that the Geotech/geo-environmental report info should be available for the abutter's meeting. Project team will be at Porchfest on 9/17.</p> <p><b>Other Possible Outreach Events:</b> Quahog Festival, Warren 5K, Warren Walkabout. District to advise which events need coverage and when they are.</p>
08/24/23.01	ALL	<p><b>Similar School Tours: Update 08/24/23:</b> PMA/PE to coordinate dates for Somerville HS/Minuteman Regional Tours for later in September. PMA/PE to coordinate dates for Cape Cod Tech HS/Durfee HS for late September. AR coordinating dates for East Providence tour once School starts in September after the RIDE submission on 9/15. <b>Update 09/07/23:</b> Not discussed.</p>

05/31/23:11	Record	<b><u>New Business: Update 09/07/23:</u></b> None.
05/31/23:12	Record	<b><u>Adjournment: Update 09/07/23:</u></b> Next meeting date on 21, 2023 @ 8:30AM <b>Motion:</b> SCa <b>Seconded:</b> AM <b>Discussion:</b> None <b>Vote:</b> All in favor (9 Yes, 0 No, 0 Abstain)

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PMA Consultants assumes, to the best of our knowledge, that the above content of these Meeting Minutes depicts all that transpired during this Project meeting. All attendees are required to address by memo or via e-mail, any omissions, errors, or inconsistencies in the reporting of these Meeting Minutes, to the writer, within two (2) business days of receipt of these Meeting Minutes.

**PREPARED BY:** PMA Consultants LLC.

**DATE:** September 7, 2023