

BRISTOL WARREN SCHOOL BUILDING COMMITTEE MEETING MINUTES

PROJECT: Bristol Warren Regional School District
LOCATION: Reynolds Building, 1st Floor Conference Room

MEETING DATE: August 24, 2023

ATTENDEES:

- | | | | | |
|-----------------------|---|--|---|---|
| SBC (Voting): | <input checked="" type="checkbox"/> Ana C. Riley (AR) | <input checked="" type="checkbox"/> Adam McGovern (AM) | <input checked="" type="checkbox"/> Tara Thibodeau (TT) | <input checked="" type="checkbox"/> Frank Caliri (FC) |
| | <input checked="" type="checkbox"/> Steve Contente (SCo) | <input checked="" type="checkbox"/> Kate Michaud (KM) | <input type="checkbox"/> Michelle King (MK) | <input 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) | | | |
| PMA: | <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) |
| PE (Designer): | <input 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 | |
| Guests: | <input type="checkbox"/> Greg Simmons (GS) | <input type="checkbox"/> Carly Reich (CR) | <input type="checkbox"/> Matthew Cabral (MC) | <input type="checkbox"/> Dianne Sanna (DC) |
| | <input checked="" type="checkbox"/> Keri Cronin (KC) | <input checked="" type="checkbox"/> Nicky Piper (NP) | <input type="checkbox"/> Kathryn Brown (KB) | <input checked="" type="checkbox"/> Greg Spiess (GS) |

GENERAL

Item	Action	Notes
05/31/23:01	SBC	Open Meeting: Update 08/24/23: Attendance noted above, 10 members (10 voting) present. Meeting called to order at 8:31 AM by CC.
05/31/23:02	SBC	Public Comments: Update 08/24/23: None
05/31/23:04	SBC	Approval of Minutes: Update 08/24/23: Approval of minutes from 8/10. Motion: SCa Seconded: AM Discussion: None Vote: All in Favor (10 Yes, 0 No, 0 Abstain). SCo arrived following minutes vote.

DESIGN

Item	Action	Notes
05/31/23:06	PMA/PE	<p>Stage II Update: Update 08/24/23: Progress update provided by PMA/PE. Elevator consultant site visit completed. AE/OPM weekly coordination meetings continue. Geotechnical borings tentative for next week. Technical Review Committee next week which will focus on MHHS and Colt-Andrews. School Committee meeting next week. Integrated design meeting for security next week. PE spoke to the progress on their design workplan. All items tracking as necessary on design end. Elementary and middle school cost estimates are ongoing. High School SD estimates are ongoing. Geo-environmental study draft report was issued, and PE is waiting on documents from Town to finalize. NE CHPS study is ongoing, and PE is working with the district to develop tools for schools and school as a tool. FF&E budget is in development and will be reviewed internally with the district on 8/25. The technology budget has been developed for HS and is at \$3K/Student per RIDE guidelines. Stage II report is in development by both PE and PMA.</p> <p>Upcoming items not scheduled yet include Historic Preservation Review which is targeting an October date and Planning Board review which is targeted for submission in September for a meeting in October.</p>
06/29/23:01	PE	Educational Programming: Update 08/24/23: Not discussed during this meeting.
06/29/23:03	PE	Existing Condition Evaluation: Update 07/27/23: Traffic study reports in progress. Demographic study final report has been received. Hazmat review reports for Kickemuit and Guiteras are forthcoming. Code/Accessibility reports have been issued and are being incorporated into repair costs. Existing conditions reports for cost estimates are underway. Geo-environmental studies are underway and there will be a draft available next week. PE plans to apply for technical review meeting with Town departments soon. Concept review with Bristol Fire Dept. for HS and Colt-Andrews ongoing. Integrated design meetings scheduled for first week of August to review systems and CHPS. Technology meeting on 8/9. Geotech drilling on 8/17 and 8/18. Neighborhood meeting for HS project to be scheduled. Technical review with Town departments TBD. Planning Board review in Sept for Oct meeting. Update 08/10/23: PE notes the traffic study has been complete and they have received hazmat reports for all the schools. Technical review with town departments is currently being scheduled by PE. Update 08/24/23: Not discussed during this meeting.
07/13/23:01	PE	Historic Commission Review: Update 08/24/23: Historic Commission meeting is tentative for October. Meeting on 9/7 was postponed.
		Comparative Cost Estimates Analysis: Update 08/24/23: Cost Estimators are currently working on MHHS SD estimates as well as estimates for MS and Elementary Schools. Once received, PMA/PE will review with internal district team and prepare a scope and budget sheet to be reviewed with the SBC at the 9/7 SBC meeting. This meeting will set the project scope and budget for the proposed new MHHS and MS/elementary school upgrades. Large cost items to be included within this discussion will be the

		gymnasium square footage above RIDE guidelines, Central Administration, and HVAC/Mechanical systems in the building.
07/27/23.01	PE	<p>Design Updates: Update 08/24/23: Elementary school designs are with cost estimators. HS design set went to cost estimator on Friday last week. LP is looking for information on monitoring wells. Waiting for the elevator report. Preparing for technical review committee meeting on Monday. NE CHPS process is ongoing. Stage II report is underway and ongoing in advance of 9/15 submission.</p> <p>MS Site Improvements: PE had a call with landscape architect and with DM to speak about how the school drop off/pickup needs to function with buses and queuing onsite. Separation of buses from the parent drop off/pickup area is critical. PE is addressing in the new site layout.</p> <p>HS Design Updates: Main corridor with spines of classrooms running east west for solar orientation. Two main entries in front and one from the classroom spine area. Central Administration being shown as part of the building. This is about 4500 SF. PE advised that the district wants to get a price on this. Only a single third floor wing on the middle spine. PE looking at encroaching on the third gymnasium court or looking at a larger gymnasium than RIDE would participate in based on the enrollment. PE waiting for feedback from admin for teams in the locker rooms and the equipment in the weight/fitness area. All of this will be reviewed at the scoping session on 9/7/23.</p> <p>ET asked for an overlaid graphic of a new building and the existing building on the same site.</p>

SCHEDULE

Item	Action	Notes
05/31/23:08	PMA/PE	<p>Schedule Update: RIDE Process Overview: Update: 08/24/23: No issues, on target. See Key dates/ Next steps.</p> <p>RIDE Stage II Designer Workplan: Update 08/24/23: No issues, on target. Geotechnical borings to be scheduled for next week.</p> <p>Master Project Schedule: Update 08/24/23: No issues, on target. On target for 9/15 submission to RIDE.</p>
05/31/23:09	ALL	<p>Key Dates: Update 08/24/23: 15Sep23: RIDE Stage II Submission Deadline. 18Sep23: Board of Elections Approval of Referendum Question(s). 07Nov23: Project Funding Authorization Vote. 19Dec23: RIDE Stage II Approval Target. 30Jun24: Construction Contract Awarded (RIDE legislative update).</p>

BUDGET

Item	Action	Notes
05/31/23:09	PMA/SBC	<p>Project Budget: Update 08/24/23: TT asked about the referendum question wording. AR advised that this is provided by the attorney and is standard. The only input is the project value. The value that will likely be inputted is the \$200M cap that was previously voted upon. AR will share the referendum question language with the SBC via email. The language was provided to both Town clerks. Project Scope and Budget will be set at the 9/7 SBC meeting. PMA and PMA will draft a scoping sheet that will be reviewed with the SBC and a live exercise/update will take place where the SBC will decide what is in and out of scope and the total construction cost will adjust based on decisions. 9/7 will be a critical meeting for decisions.</p> <p>RIEBF: The committee asked if REIBF funding would be a possibility. The committee noted that East Providence received funds through this program for their new school. PMA advised that this will be further discussed and may be discussed with RIDE on the 6/1 Thursday call. Update 06/29/23: Item not discussed. To be reviewed at next meeting with RIDE. Update 07/27/23: This item needs to be reviewed at the submission of Stage 2. Placeholder for now.</p>
08/24/23.02	DISTRICT	<p>RIDE Letter Regarding Reimbursement: Update 08/24/23: AR notes RIDE said they would provide a letter stating if the project meets all dates and deliverables as outlined in the Stage II submission that BWRSD would achieve all the targeted bonuses. AR notes the target is = 83%. NP asks when we would get the letter. AR advised that this letter would be provided once the submission on 9/15/23 is reviewed by RIDE.</p>

MISCELLANEOUS

Item	Action	Notes
05/31/23:10	PMA/PE/SBC	<p>Project Communication/Community Outreach: Update 08/24/23: 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 that the Geotech/geo-environmental report info should be available for the abutter’s meeting.</p> <p>9/08: MHHS Home Football Game Outreach Table</p> <p>Other Possible Outreach Events: Quahog Festival, Warren 5K, Warren Walkabout. District to advise which events need coverage and when they are.</p>
08/24/23:01	ALL	<p>Similar School Tours: Update 08/24/23: 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.</p>
05/31/23:11	Record	<p>New Business: Update 08/24/23: None.</p>
05/31/23:12	Record	<p>Adjournment: Update 08/24/23: Next meeting date on 8/31, 2023 @ 8:30AM is cancelled, PMA to cancel invite. The next meeting date will be 9/7, 2023 @ 8:30AM, PMA to send a new invite. Motion: SCA Seconded: TS Discussion: None Vote: All in favor (10 Yes, 0 No, 0 Abstain)</p>

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: August 24, 2023