

**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:** March 28, 2024

**ATTENDEES:**

- |   |  |  |  |  |
|---|--|--|--|--|
| <p>SBC (Voting):</p> <p>PMA:</p> <p>PE (Designer):</p> <p>Guests:</p> | <p><input checked="" type="checkbox"/> Ana C. Riley (AR)</p> <p><input checked="" type="checkbox"/> Steve Contente (SCo)</p> <p><input checked="" type="checkbox"/> Danielle Carey (DC)</p> <p><input type="checkbox"/> Steve Calenda (SCa)</p> <p><input checked="" type="checkbox"/> Chad Crittenden (CC)</p> <p><input type="checkbox"/> Joe Drown (JD)</p> <p><input type="checkbox"/> Nel Daws (ND)</p> <p><input checked="" type="checkbox"/> Tyler Lombardoni (TL)</p> <p><input type="checkbox"/> Keri Cronin (KC)</p> <p><input type="checkbox"/> Sarah Bullard (SB)</p> <p><input type="checkbox"/> Jessica Almeida (JA)</p> | <p><input type="checkbox"/> Adam McGovern (AM)</p> <p><input checked="" type="checkbox"/> Brian Sullivan (BS)</p> <p><input checked="" type="checkbox"/> Tim Sweeney (TS)</p> <p><input type="checkbox"/> Chris Carroll (CCa)</p> <p><input checked="" type="checkbox"/> Mark McCarthy (MM)</p> <p><input type="checkbox"/> Kris Bradner (KBr)</p> <p><input type="checkbox"/> Carly Reich (CR)</p> <p><input checked="" type="checkbox"/> Nicky Piper (NP)</p> <p><input checked="" type="checkbox"/> Peter Hewett (PH)</p> <p><input checked="" type="checkbox"/> Christy Belisle (CB)</p> | <p><input checked="" type="checkbox"/> Tara Thibodeau (TT)</p> <p><input checked="" type="checkbox"/> Michelle King (MK)</p> <p><input type="checkbox"/> Ed Tanner (ET)</p> <p><input checked="" type="checkbox"/> Walter Hartley (WH)</p> <p><input checked="" type="checkbox"/> Lisa Pecora (LP)</p> <p><input type="checkbox"/> Jess Farber (JF) CMTA</p> <p><input checked="" type="checkbox"/> Matthew Cabral (MC)</p> <p><input type="checkbox"/> Kathryn Brown (KB)</p> <p><input type="checkbox"/> David Scarpino (DS)</p> | <p><input type="checkbox"/> Frank Caliri (FC)</p> <p><input checked="" type="checkbox"/> Dennis Morrell (DM)</p> <p><input type="checkbox"/> Aaron Ley (AL)</p> <p><input checked="" type="checkbox"/> Nicholas Hull (NH)</p> <p><input type="checkbox"/> Robert Bell (RB)</p> <p><input type="checkbox"/> Dianne Sanna (DC)</p> <p><input type="checkbox"/> Greg Spiess (GS)</p> <p><input type="checkbox"/> Craig Evans (CE)</p> |
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**GENERAL**

Item	Action	Notes
05/31/23:01	SBC	<b>Open Meeting: Update 03/28/24:</b> Attendance noted above. 8 members present. Meeting called to order at 8:32AM by CC. Bryan Sullivan came late missed first 2 votes.
05/31/23:02	SBC	<b>Public Comments: Update 03/28/24:</b> PH notes there was a \$200M cap voted on. PH notes that the people were expecting 83% reimbursement of the \$200M. AR notes that the base rate for the district is 63% on anything the school district does from RIDE and we are working on getting the additional reimbursement from RIDE and have a letter from them stating we are expected to get this. PH asks if 63% is in writing from RIDE and AR confirms. PMA notes the RIDE reimbursement for the high school was reduced by \$19M and 17% of this was on Bristol Warren anyways and we are still working on maintaining the tax impact projection that was provided to the communities.
05/31/23:04	SBC	<b>Approval of Minutes: Update 03/28/24:</b> Approval of minutes from 03/14/24. <b>Motion:</b> TT <b>Seconded:</b> SCo <b>Discussion:</b> None. <b>Vote:</b> (7 Yes, 0 No, 1 Abstain). DM abstain.

**DESIGN**

Item	Action	Notes
05/31/23:06	PMA/PE	<b>Stage II Update: Update 12/14/23:</b> The next milestone will be CESE approval at the 12/19 meeting. PE focus will be on completing the site survey. PE will also begin to schedule user/focus group & building committee meetings. PE/PMA recommended a monthly scheduled SBC meeting for updates to ensure that enough work is completed to provide a meaningful design update. <b>Update 01/11/24:</b> PMA notes the \$250M RIDE Bond Offering was in fact tapped out. It was shown both last year early and this year in December. PMA notes that the BWRSD was the 4 <sup>th</sup> highest paygo recipient. Great results for BW. Official Housing Aid Summary - Spoke about the competitive market and trying to stay ahead of that market. Going to continue to progress the schedule and work to capitalize on the competitive market. Necessity Of School Construction - Middle tax impact projection actualized was the most impact. \$157M of eligible costs calculated by RIDE and granted by RIDE. This assumes 100% of the money is spent including contingency. It also includes the high rates at the borrowing number which could vary. Need to find a path towards achieving the best funds from RIDE. <b>Update 02/08/24:</b> Item closed; progress will be tracked in Stage III Progress Update Section below.

01/11/24.01	PMA/PE	<p><b>Stage III Progress Update: Update 03/28/24:</b> PMA shares an overview of the schedule and progress update for Stage III. PMA also shares an overview of the meetings that have occurred since the last SBC.</p> <p>PMA then shows a budget update. PMA shares a breakdown of the funding for the 5 different projects and a list of the alternates.</p> <p>MHHS - CC shares the MHHS reconciled estimates we have received on a pie chart and how the costs are broken down. MHHS is broken up on the pie chart by Direct Costs, Markups, Contingency and Escalation. CC notes markups include bonds, insurance, GC's GR's and OH&amp;P.</p> <p>CIP Projects – broken up by the large project items, Markups, Site, Roofing, Exterior and Other Costs associated with the project.</p> <p><b>Reconciled Estimates:</b> PMA shares a graph chart that shows the different targeted budget comparisons. Shows Stage II Final, Stage III estimate of record, current value management and final value management. PMA notes we sent out the value management logs to the SBC for review prior to the meeting and want to discuss the TBD/Other items in the value management exercise. CC notes we are carrying 22M in contingencies at this time and today's goal is to decide where we end up on the cost values. PH asks who has the final authority on the reimbursement. AR notes RIDE. PH asks if the general assembly gives this authorization and AR and CC note yes this is the case.</p>
07/27/23.01	PE	<p><b>Design Updates: Update 02/08/24:</b> MM recap of user group meetings - good sessions, lots of helpful feedback. Looking at items like where spaces are in the bldg.</p> <p>Business and finance: Preparing students for future workforce, stock ticker, etc.</p> <p>Met with audio video, saw many concepts during tours like marketing web animation.</p> <p>School Store: Fixed space in building near lobby</p> <p>General Classrooms: moving away from the single teaching wall and utilizing the 3D classroom.</p> <p>Nurse &amp; Guidance: Suite layout preferred, conf room with projection screen</p> <p>Science: MM impressed with ambitious science programs, Chem prefers gas hookups possibly propane</p> <p>Special Education: 1 testing office, sensory room classroom intensive</p> <p>Visual Arts: Dust, centralizing the cleanout for these locations.</p> <p>Administrative Staff: VIBE = in school suspension, check in for visitors, Truancy court 8-10 people.</p> <ul style="list-style-type: none"> <li>• Construction &amp; Engineering: FC liked how the classroom overshadowed the tech area. MK recommend more talks between staff and PE. Really compared to carpentry/electrical/all in one.</li> </ul> <p>Library Media Center: MM talk to the librarian about weening the collection so there are less books. Lower the bookshelves which is great for supervision.</p> <p>Freshman Academy: contained in one wing, don't do everything in the wing but all their main classes will be in there.</p> <p>PE &amp; Health: Durfee had a strength and conditioning coach and AM referenced this as desirable. Much closer to the fields and walking outside.</p> <ul style="list-style-type: none"> <li>• Performing Arts: open to the idea of slightly less seating but may not want to go there immediately.</li> <li>• Looking wherever PE can to right size the building and increase efficiencies. A little lower then the 181K number already but looking to do better. Not eliminating program at this point.</li> </ul> <p><b>Update 03/28/24:</b> Not discussed in this meeting.</p>
03/28/24.01	ALL	<p><b>Value Management Exercise: New Item: 03/28/24</b></p> <p>PMA notes we need to be cautious what we put in the alternate category because if we include items as alternates then they need to be completely designed by PE.</p> <p>Gym 3 Courts – roughly 1.5M savings, reduces size to only 2 courts instead of the proposed 3 in design.</p> <p>CC notes we are over the RIDE cap already and AR notes we are getting max reimbursement on the project. TT asks if it is cut now will it be cut forever. PMA confirms yes for this item it would be eliminated forever and PE will not redesign is we choose this option. PE notes it doesn't reduce the other spaces we just would be reconfiguring them to fit better. PE notes they met with the school staff and they said the school can function with the 2 courts, but they struggle with the wellness center size. TT asks if we remove the third gym where the locker rooms would go. PE notes this would need to be redesigned. AR notes no one wants to remove the gym. TT asks if we could keep the old existing gym? MM notes it is currently located in the flood zone and it was previously looked at as an option but did not seem feasible. MM notes there are other issues associated with the existing gym as well.</p> <p>Decline GYM – Take</p> <p>Auditorium balcony PE #16 – Creates 3 gym space, if taken with the gym option there could be a 3rd gym station used in the auditorium. Retractable seats would have to be used here. TT notes it would be a scheduling issue at this point. SCo asks how many seats there in the auditorium without the balcony? PE notes 400 without 525 with</p>

balcony. LP notes per RIDE the auditorium is based on 2/3 of the population of the school. MK notes they don't whole school assemblies in the auditorium they happen in the gym. MK doesn't think reducing the balcony is an issue. TT asks about the capacity of the gym without the 3<sup>rd</sup> gym. PMA notes there is no seating in the third gym. Bleacher space is around 600 kids with kids sitting on the floor you could get the whole school in this space. MK notes kids sit on the floor now. SCo asks if the department head has looked at this? AR notes using the 2 gyms is all that the school needs, but a third gym would be used for athletics. SCo concerned about wrestling and basketball and AR notes the wrestling could put mats in the auditorium. TT asks what the athletic directors opinion was and AR and MK say this option was just presented for the first time today. AR notes the athletic director has confirmed she could make things work with just two gyms. MM notes there is potential to use the balcony space as classroom space and it would make the second floor smaller and could be cost savings. TT does not support cutting the third gym unless we absolutely have to. CB notes that kids are in there for athletics currently until 9PM and losing the third gym would keep kids here later. AR notes we are still at \$185M and if they are willing to go to the higher impact and we could keep the community space and the extra gym. \$180M keeps us at the median impact. AR note they could run their numbers at \$185M and see where they are at.

REMOVE the balcony.

Irrigation at Athletic fields – currently not carried in base. PE recommends including this as the fields take a lot of use and the fields. TT asks if we are not doing the turf now and WH says no this option is just for the other grass fields. SCo asks if this cost includes a well? JD notes no it does not. JD notes they would need to design this in now if desired so they get a fair number and CC notes this could be carried as an add alternate. AR notes cutting this does not save us any money right now and if there were savings in the bid this could be added back.

Lighting at the tennis courts – PE notes this is based on the 5 tennis courts not because it takes longer to complete their matches and gets dark early. AR thinks this should be an add alternate.

5 Tennis courts – Accepting this would remove it from the base. MK doesn't think we should remove them. SCo doesn't want to remove these and neither does AR. AR does not want to remove anything that they currently have.

New baseball field, track and field reconstruction – in Stage II we decided to carry it as an add alternate. Carried in the base now. WH notes this does not affect the competition field on the inside of the track. SCo asks if the current track is up to standards, AR says no. WH says this could be broken up but this is what was asked to be carried by the group. TT wants a breakdown of the track vs baseball field. PE notes the synthetic field remains. PH asks if cars will be protected on Chestnut Street if the field goes there. WH notes there is a backstop and netting included in this design. WH notes baseball alone is 2.02M right now and the track is currently priced at 1.6M for the track and throwing events. TT wants to break out the 5.5M and vote on it separately. AR wants to break them out if they are add alternates.

Baseball and anything included broken up for about 2.02M reduction

Track and field and anything included with this broken up 1.61M reduction (does not include turf) includes throwing areas and field activities.

Pressbox and Bleachers SBC wants this cost broken up as well possible savings \$1.98M

SCo asks if the track is not upgraded what happens? TT notes they can't host state events. AR and TT note it is a money thing, they wouldn't be able to host state events. PH asks if it was regulation when it was built and AR says no it was not. AR notes they don't host home meets because of this, records don't count on their track. AR notes the 3.6M includes the press box and bleachers. TT asks what the cost of turf is? WH says roughly 1.86M. MM notes you would need to build another field where the baseball field would go if the main field is not built as turf because of the use the turf field can take. TT asks if they could reuse the bleachers they currently have? WH notes there would be a cost associated with relocating them and they would need to be moved for construction. SCo asks where the bleachers would go and PMA notes they are on the same side as the school for distance to bathroom issues. PMA suggests carrying this as an alternate and carrying it and roll it into the scope if a good number is received. TT notes we still have the Guiteras field to use as well. CC notes we have seen more recent bids come in with much better bleacher costs and the estimates currently are higher than this. Keep these three as add alternate.

TS left at 9:04AM during track and field discussion. Quorum is still met.

School Guard to 3M film – school guard is behind bead of glazing that holds the glass in and is more expensive, 3M is commonly used in schools. SCo asks if it is scratchable? PMA says yes and its on the inside of the windows. PMA

notes we have typically see 3M and it is easier to replace. PE notes the recommendations they get from their consultant is to stick with the school guard in the entry areas and 3M everywhere else. AR notes she is comfortable with 3M film. Only for the first floor. PH asks what this is used for and PMA notes to slow down intruders.

Bus Loop Reduce parking – PE notes high school has around 260 parking spaces? AR recommends reducing parking at tennis courts like the RIDE recommendation and leaving the bus loop alone. AR notes juniors would still park on chestnut. TT asks about parking for sporting events? TT says kids park on the street to get out easier. SCo opposed to getting rid of any parking. AR notes we may need to reduce parking because RIDE mentioned this over and over and thought we had too much pavement now. Group would rather remove tennis court parking. TT asks if they remove the parking could they add a tennis court there and not add the lights? Could possibly be a wash. TT notes you wouldn't need the lights if you have 6 courts. MM notes the grade slopes down to the creek in that area and there would be more costs than just adding a court in that location. NP asks how many spots would be reduced? PE notes it would be about 40 less spaces than what is currently at the high school. AR notes the teacher lot is not currently full during the day. MK notes there is about 95-100 parking passes used now. Number does not include the Chestnut parking either so that would not change. 88 spaces on chestnut. Also potential to widen road and add some spaces out there and could be added.

REMOVE TENNIS COURT SPACES, KEEP BUS LOOP.

Security Systems – Full new security systems carried at all 4 schools. PE notes this would tie the other schools into the high school. Once the high school is set up the other schools could tie into those. AR asks why the new system wouldn't work with the old systems. PMA notes the equipment doesn't talk to the new high school. AR notes she is hesitant because they just spent money on new security systems at these schools. PMA notes there will be design costs associated with this if we carry it. BS asks what the security system entails? PE notes video access, intrusion detection, door contacts, card readers, (police have access to this system), AR says ATG did their upgrade work recently. AR wants them to be connected regardless and we can remove scope on the other buildings. DM would like door contacts and AR and DC says they can handle this at the middle school.

Colt Andrews Site Work – PMA notes TRC and Historic was concerned with the work on Bradford Street. AR feels like they should just remove it at this point. JD notes their consultants would need to work on the design if carried as an add alternate. AR notes the original vision was to create a campus vision there and the TRC and historical shut that down and now does not accomplish what their goal was. REMOVE FROM SCOPE

Central Admin to Hugh Cole – PE has found a very efficient way to add central admin to Hugh Cole and not be included in the high school. TT asks where the offices would go? AR says where the older offices are located currently and they would take 2 classrooms. PE notes that they would get additional classrooms when removing 5<sup>th</sup> grade from the school. AR notes there would still be 3 empty classrooms if needed. PE notes they can fit the program in the space but they could work with the district on this space. LP notes they could connect the system to connect AC in there, no AC on that side of the building currently. High School Add has been taken into account.

ACCEPT THIS

Hugh Cole Doors – AR asks if the doors are in good enough shape to keep? SBC recommends keeping existing hardware

Rockwell Lighting in Corridors – SCo asks what kind of lights are there now? JD notes they were told they were LED's. PE notes electrical engineer would need to look at this if new lights are desired.

ACCEPT THIS, eliminate new scope keep existing lights

UV Louver Size – PE thinks they can accommodate this with their consultants. LP notes current Louvers are too low to the ground and to expand them they would need to raise them up but if they use the existing they make a window well to keep snow and stuff from blocking the louvers. AR notes for only 13K it may not be worth adding wells and just doing the normal work. Keep the 13K.

PMA notes having a mason at the high school would allow this work to be cheaper as well.

Asphalt Paving – KEEP

TT notes the scoreboard is brand new for the high school and could be reused. PMA notes we already accepted this cost in there.

		<p>ADD Alternates</p> <p>AR is setting time to meet with PMA and RIB about geothermal reimbursement, might possibly fund IRA funding in advance. PE notes we would also need test wells. PE notes the system we have currently could be used if wells were added after the fact. Hybrid option might not be eligible for RIIB funding and need to check with them first before we take it off the list.</p> <p>Remove future PV's</p> <p><b><u>SEE ATTACHED LOGS FOR ALL VALUE MANAGEMENT DECISIONS MADE</u></b></p>
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### SCHEDULE

Item	Action	Notes
05/31/23:08	PMA	<b>Master Project Schedule: Update 02/08/24:</b> PMA reviewed upcoming important dates and meetings. PMA presented the milestones for the completion of the SD phase, followed by the milestones for the Design Development phase. PMA noted the next upcoming important SBC meeting is on 3/14 followed by 3/21. These are critical for budget/value management. <b>Update 03/28/24:</b> PMA reviewed upcoming important dates and meetings. PMA presented the milestones for the completion of the SD phase, followed by the milestones for the Design Development phase.
05/31/23:09	ALL	<b>Key Dates: Update 03/28/24: 30Jun24:</b> Construction Contract Award deadline to qualify for housing aid incentives (RIDE legislative update). PMA also reviewed the RIDE Stage III checklist with the committee. This may be adjusted based on RIDE meeting.

### BUDGET

Item	Action	Notes
05/31/23:09	PMA/SBC	<b>Project Budget: Update 02/08/24:</b> No update currently. <b>Update 03/28/24:</b> Budget was discussed in the value management exercise, see comments above.

### MISCELLANEOUS

Item	Action	Notes
05/31/23:10	PMA/PE/SBC	<b>Project Communication/Community Outreach: Update 03/28/24:</b> No community outreach updates; PMA will continue to work with TL.
08/24/23:01	Closed	<b>Similar School Tours: Update 12/14/23:</b> AR looking to schedule after the holidays. <b>Update 01/11/24:</b> KB sending out another poll for the 5 school tour dates. <b>Update 02/08/24:</b> Members of the BWSRD team toured multiple new Middle/High Schools in the area, CC Tech, DYIMS, Durfee and East Providence. Layouts, room sizes, finishes, floors, walls, ceilings were all reviewed. AR noted it was helpful to see the variation of finishes across the schools. AR had not thought about the retractable auditorium but saw how it was used. AR liked the open cafeteria feeling (campus style). AR liked the feedback from Durfee/East Providence sharing the different options. Does not want to cheap out on durability. MK noted it was nice getting a sense and feel of size for classroom spaces. Spoke about teachable walls. Spoke about flooring differentiators and durability as well. MK liked the different seating options in the cafeteria and the arrangement. How they were using the flexible areas. Getting a sense of the how the spaces are deployed and utilized. MK spoke about the construction program and the size/space needed for these. FC was impressed with the poured concrete steps. Considering some of the issues of VCT vs. terrazzo. FC got to speak about the green roofs and the desire not to have. FC is going to revisit more of the building systems and will do so later. FC was very impressed with EP carpentry setup. FC liked the theory areas directly in the tech/work room areas. SC noted that the glass partitions and cleaning. SC noted the paint on the concrete. SC noted the glass doors at the gang bathrooms. Complexity of the HVAC systems. SC noted the simpler the better for the HVAC system. AM being thoughtful about the space planning and how the community spaces are up front. Common theme HVAC/Security/Lighting/Fire Protection/Access control programming. AM noted the flexibility of the classrooms is important. Transition space in the high school and how this is programmed in. AM noted discussion of the exterior bathroom. AM appreciated the what to do vs what not to do. <b>Update 02/08/24:</b> No update, item closed.
05/31/23:11	Record	<b>New Business: Update 03/28/24: VOTE TO ACCEPT STAGE III SUBMISSION:</b> Motion to accept the Stage III submission with the value management decisions. <b>Motion:</b> SCo <b>Seconded:</b> DM <b>Discussion:</b> None <b>Vote:</b> (6 Yes, 0 No, 1 Abstain) TT abstained from vote, all others in favor. TS was not present for vote.
05/31/23:12	Record	<b>Adjournment: Update 03/28/24:</b> Next meeting date is TBD at this time. Motion to adjourn made at 10:34. <b>Motion:</b> DC <b>Seconded:</b> AR <b>Discussion:</b> None <b>Vote:</b> All in favor (7 Yes, 0 No, 0 Abstain)

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.

