

MEETING MINUTES



MANAGEMENT
PARTNERS, LLC

Project: Manchester Memorial Elementary School
Subject: School Building Committee/School Committee Meeting
Location: Manchester MS/HS – Library
Distribution: Attendees, Project File

Project No: MP17-114
Meeting Date: 6/19/2018
Time: 7:00 PM
Prepared By: C. Shefferman

Present	Name	Affiliation	Present	Name	Affiliation
✓	Caroline Weld *	SBC Co-Chair		Jim LaPosta	JCJ
✓	Ann Cameron *	SBC Co-Chair		Daniel Ruiz	JCJ
✓	Pam Beaudoin *	Superintendent	✓	Lauren Braren	JCJ
✓	Avi Urbas *	Dir. of Fin. & Ops		Emily Czarnecki	JCJ
✓	Alva Ingaharro *	Essex		Mike Burton	DWMP
✓	John Willis *	Principal MMES	✓	Steven Brown	DWMP
✓	Jay Pagliarulo	Dir. of Facilities	✓	Christina Shefferman	DWMP
✓	Andy Oldeman *	Man. Fin. Comm.	✓	Jon Rich	WT Rich
✓	Lisa O'Donnell *	Essex B.O.S.			
✓	Remko Brueker *	Manchester			
✓	Adam Zaiger *	Manchester			
✓	Tyler Virden *	Essex			
✓	George Scharfe *	Manchester			
✓	Gordon Brewster *	Manchester			
✓	Charlie Hay *	Essex			
✓	Sarah Creighton *	Manchester			
✓	Maggie Tomaiolo *	Essex			
✓	Jake Foster *	Essex			

* SBC Voting
Member

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Item No.	Description	Action
28.1	<u>Call to Order:</u> 7:09 pm meeting was called to order by the SBC Co-Chair A. Cameron with 17 of 17 voting members in attendance. S. Brown of DWMP notes the meeting will follow the Power Point presentation that is being projected on the screen and to follow the agenda that was provided to the SBC prior to the meeting via Dropbox.	Record
28.3.1	<u>VE Working Group Report Out:</u> S. Brown explains that the VE working group met 3 times out of the SBC meetings and have a list of items to recommend to the SBC to take. The items the working group is recommending are not to jeopardize the goals of delivering the education plan.	Record
28.4.1	<p><u>VE List Review and Approval:</u> The project team and VE working group present the VE list by category to the SBC. An outline of the discussion is below:</p> <ul style="list-style-type: none"> ➤ The VE list presented is labeled identifying items categorized #1-5. 1=project team recommended, 2 =decision by owner, 3=not preferred, 4=undesirable, and 5=unacceptable. ➤ The PSR budget was \$44.5 million. Goal of the SBC is to be under this number. ➤ Category 1: VE working group unanimously agrees these items should be taken <ul style="list-style-type: none"> • P. Beaudoin reports to SBC that the Budget Collaboration Group met with the Town of Manchester and decided based on timing of project and SD submission to pull Parks and Recreation from the project. The administration is waiting for formal documentation from the Town Manager. • Total of \$6,645,308 taken (revised estimate of \$43,857,027) • S. Creighton asked whether phasing was included in any categories within the VE list? • A: J. Rich states that has not been discussed since it is a tight site with many phases. Modulares however have been reduced to a trailer to be used for administration only. • A. Oldeman asked whether A-04a, A-04b, A-05a, and A-05b are linked incrementally to the gabled roof indicated in category 3? • A: J. Rich states that all category 1 items identified by A. Oldeman are taking a shingle roof in lieu of metal roof. • G. Brewster asks if A-58 reduce the portals in corridors? • A. L Braren states its only the removal of the portals in the classrooms, not the corridors. • Q: A-83, reduce circulation by 500sf. The VE team and design team reviewed during the VE working group meetings. JCJ to confirm whether the 500sf can be taken. • S. Gordon asks for more information regarding A-60. • A: L. Braren states type 2a, and type 2b building depends on the overall sf of the building. This will be determined whether pre-k and stem labs are removed that a firewall will not be needed. • A motion was made by J. Foster and seconded by S. Creighton to hold A-03, the reduction of SF of STEM/project room space by 200sf each. Discussion: S. Creighton seconds the motion with the recommendation to accept all category 1 items with the exception of A-03. All in favor: 13 out of 17 SBC members accept. Motion passes. 	Record

28.4.2	<p><u>VE List Review and Approval:</u> The SBC reviews category 2 VE items. An outline of the discussion is below:</p> <ul style="list-style-type: none"> ➤ S. Creighton states that C-07 needs to be reviewed by DEP and ConCom since she believes the basketball court is in zone 1. ➤ A: The plan was presented to ConCom and C. Bertoni raised no issue with the basketball court. Still needs to be presented to DEP. ➤ G. Brewster asks for further explanation on C-13. ➤ A: J. Rich states that this is to change the stormwater infiltration system from precast chambers to stormtech (plastic) ➤ A motion was made by A. Ingaharro and seconded by J. Foster to accept category 2 items as presented, recommended and discussed by the project team and VE working group. Discussion: none. Vote: All in favor, motion passes. 	Record
28.4.3	<p><u>VE List Review and Approval:</u> After reviewing and approving category 1 and category 2 items with the exception of A-03, the project team states that the total construction budget is currently estimated at \$43.6 million. The SBC asks what the project soft costs are. The project team states that contingencies, fees, modulars costs, etc, are all % based. The team is still working on providing estimates for soft costs. The SBC reviews category 3a VE items. An outline of the discussion is below:</p> <ul style="list-style-type: none"> ➤ Q: C-12 Redesign stormwater to allow for fewer water quality unit (WQU) structures. Currently there are 12 carried. Can it be reduced to 5? ➤ A: JCJ to review and confirm with civil engineer whether it can be reduced to 5. ➤ Q & A: A-01: remove 2 prek classrooms. SC wants voted to include 4 prek classrooms. Next Tuesday, 6/26, the SC will vote to approve the school budget including the 4 prek. Once budget approved, prek will be included with 4 classrooms. ➤ Q & A: A-13a, lower building elevation an additional 6" and reduce site fill costs. JCJ to confirm if this is possible. ➤ Q & A: A-17, replace metal panels with Nichiha fiber cement board to 3' above ground. Add ground face block below. Change precast concrete panels to ground face as well. T. The SBC had some concerns with the product surrounding windows. T. Virden states that he has heard when having to replace a window it is difficult to work with and difficult to install. L. Braren comfortable with purchasing Nichiha now, and comfortable with selecting now, and further review in DD. The SBC agreed to move this item to category 1 and accept. ➤ Q & A: A-73, Utilize linoleum at HUB in lieu of large format porcelain tile. J. Pagliarulo states that tile will last forever, and linoleum needs to be maintained and replaced every few years and is hard to repair. Overall maintenance cost for tile is significantly less than linoleum. R. Breuker states that many items have been cut but cutting tile in the HUB specifically is jeopardizing the design intent in the area that welcomes students and the community. The SBC agreed to move this item to category 4 and hold. ➤ Q & A: M-03, Delete 2nd sink in each classroom. One of the sinks is an ADA sink. It sits lower and has a smaller tub. Some SBC members felt the 2nd sink was not necessary in all classrooms. Overall the SBC agreed that providing a second sink would provide teachers and students with additional options for filling buckets, cleaning, etc easier. The SBC agreed to move this item to category 4 and hold. 	

	<ul style="list-style-type: none"> ➤ Q & A: M-05, change RTU from hot water heating to gas fired heating. With reduced hot water load boiler capacity and hot water pipe sizing would be reduced. A. Oldeman states for the long-term value of the school, and short term savings, this is a long term expense. J. Pagliarulo agrees. The SBC agreed to move this item to category 4. ➤ E-02, utilize lightning preventer vs. lightning protection. The SBC agreed to move this to category 1 and accept this item. ➤ A motion was made by J. Foster and seconded by A. Ingaharro to accept A-13a (if JCJ states this item can be taken), A-17, and E-2. Discussion: None. Vote: All in favor, motion passes. 	
28.4.4	<p><u>VE List Review and Approval:</u> The SBC reviews category 3a VE items. An outline of the discussion is below:</p> <ul style="list-style-type: none"> ➤ Q & A: C-07a, delete half of the basketball court, delete benches, reduce fence, and delete concrete walkways along side court. J. Willis states that there are many months where the students need a paved space in order to play outside when equipment cannot be used (cold months, snow, rain, etc). The SBC asks JCJ to move a half-sized basketball court next to the rubber playground in order to utilize as much space as possible for shoulder months. The SBC agreed to move this item to 3a with the reduction of a half-sized court and moving the court next to the rubber play surface. JCJ to provide an updated drawing indicating change. ➤ Q & A: A-04, revised gym gabled roof with asphalt singles to be a low slope roof w/TPO roofing material and parapet. R. Breuker states that as part of the design he prefers the gabled roof but understands the cost savings if this item were taken. P. Beaudoin states that reducing the size of the gym to a non-regulation size gym is still an option. The regulation size gym would be not enhancing the basketball program at the elementary school but mostly utilized for the high school program. SBC members point out that the elementary school would be considered a district building, which means everyone in the district can use it including parks and rec, youth league, high school, middle school, etc. ➤ Q & A: A-07, delete outdoor classroom deck and railing. The SBC agreed that this item will affect program and to move to category 4. ➤ Q & A: A-07a, delete outdoor classroom canopy wrapping around Media Center. The SBC asked to confirm the value of savings on this item since it seems high. ➤ Q & A: A-08, Delete all building overhangs. Keep canopies at entrances (cost does not include Media Center canopy taken above). Most of the savings are captured in A-08a which incremental savings has already been accepted. This item will be repriced. 	Record
28.4.5	<p><u>VE List Review and Approval:</u> After reviewing category 1-3, the SBC asked to put a hold for further review on category 4 items specifically A-07a, A-11, A-21, A-51, A-55, and A-65. At the next SBC meeting the project team will be providing an update VE list based on the discussion today, items taken, and further updates to the items that were requested. The team lets the SBC know that our next meeting we will have an updated cost for the reduction of roadway surrounding the building since after the fire and police meeting it was determined that the roadway was not needed all the way around the building.</p>	
28.5	<p><u>Schedule/Look Ahead:</u></p> <ul style="list-style-type: none"> ➤ 6/26/18-SBC Meeting-Vote to take VE items 	Record

	➤ 7/9/18-Joint SBC/SC Meeting-Vote to approve SD submission	
28.6	<u>Other Topics Not Reasonably Anticipated (48 hours prior to meeting):</u> None.	Record
28.7	<u>Public Comments:</u> None.	Record
28.8	<u>Adjourn:</u> A motion was made by T. Virden and seconded by R. Breuker to adjourn the meeting. Discussion: None. Vote: Unanimous to approve. Meeting adjourned at 10:06 pm.	Record

Attached:

SBC Meeting Agenda, Sign In Sheet, SBC Meeting No. 28 6/19/18 Meeting Minutes, Manchester Memorial Elementary School Presentation 6/19/18

DORE AND WHITTIER MANAGEMENT PARTNERS, LLC.



Christina Shefferman
Assistant Project Manager
Cc: Attendees, File

The above is my summation of our meeting. If you have any additions and/or corrections, please contact me for incorporation into these minutes.