

Whitman Middle School Building Committee

Meeting Minutes

Time: 4:30 PM

Place: Whitman-Hanson Regional High School

Date: Tuesday, August 15, 2023

Members Present:

Frederick Small, *Chair*

Kathleen Ottina, *Vice Chair*

Mary Beth Carter

Beth Stafford

Robert Curran

George Ferro

Brandon Frost

Rich Pulkinen

Justin Evans

John Stanbrook

Jeffrey Szymaniak

Josh MacNeil

John Galvin

Christopher Scriven (on phone)

Absent: Don Esson, Crystal Regan

Building Team Present: Mike Carroll, OPM – Colliers Project Leaders (CPL), Alisa Santos, OPM – Colliers Project Leaders (CPL), Troy Randall, Principal Architect – Ai3 Architects (Ai3), Julie Rahilly, Architect – (Ai3)

Call to Order:

Fred Small, The Committee Chair opened the meeting by calling it to order.

Pledge of Allegiance

I. Public Comment

The Chair asked if there are any public comments. Explained would like to give anyone from the public an opportunity to provide their comments as well as allowing anyone to ask questions during discussions.

II. Meeting Minutes Approval

The Chair asked to pass over approving meeting minutes from July 18th as there were some discrepancies as far as attendance, etc. Wanted to make sure that the minutes were accurate as opposed to having things inaccurate and that they'll be available for the next SBC meeting.

III. OPM Report

a) Budget and Schedule

Mr. Carroll provided an update on the budget status, noting the total encumbrance on the project date as well as the invoices received and approved for both the architect and OPM services. The project is currently on budget.

Mr. Small suggested we since we were reviewing the values of the invoices, maybe we could take that portion of the agenda out of order and vote to approve them at this time? A motion to approve the invoices as presented was made by Ms. Stafford and seconded by Mr. Ferro. Vote carried unanimously.

The schedule is very similar to what was presented at the last meeting. Estimates were reconciled last week, which will be a big part of the presentation this evening. Also, currently reviewing the preliminary schematic design package with the hope of getting a vote to allow to proceed to submit that with the target submission date of August 31st. Mr. Carroll explained there will be lots to discuss about that tonight. The MSBA needs the package to then get on their docket with their board for the October 25th meeting and that's when we would be looking to get approved from the MSBA to move forward into the next set. One of the biggest parts of the package is getting the funding agreement in place and why Mr. Carroll will be spending a lot of time talking about the estimates tonight. The project remains on schedule.

Mr. Carroll presented the estimate summary, focusing on the estimated construction values. PM&C worked directly for the design team as an independent estimator and AM Fogarty worked for the OPM as an independent estimator. Both were given the documents about three and a half weeks ago and went through and priced up the documents. Without any discussions, they came forward with estimates and both were within one percent of each other prior to reconciliation which showed that documents were clean and accurate. The process entailed both estimators, the design team and their subconsultants, going line by line. The reconciled value came out to be \$106,669,882. Mr. Carroll explained escalation was part of the cause of the total increase, and some material shortages like roofing materials.

There was a lot of discussion regarding the budget, the 3011 form and options to move forward as well as options to be considered now. The Chair had asked Mr. Carroll what could be done to mitigate. Mr. Carroll explained we want to make sure that we have the potential to maximize the reimbursement from the MSBA, so looking at one of the ways to maximize that number is to have everything included today because once the funding agreement is signed, there's no going back and asking for more. We can always say that this is the upper limit but does not mean we have to spend to that. With the potential uncertainty of the markets, we've made a recommendation to carry a contingency higher than initially anticipated at the Preferred Schematic. Mr. Carroll made the recommendation of carrying five percent hard cost contingency and four percent soft cost contingency, so nine percent of the project budget, each one percent being one million dollars.

Mr. Carroll explained that the target-based design needs that number by the end of this month to have the vote. There is no time to go back and remove the auditorium and then have the estimators reprice to have by August 31st.

NOTE: Mr. Evans had to leave to attend another meeting during this time.

IV. Public Relations Subcommittee Update

Before Mr. Carroll presented the draft videos, the committee reviewed a schedule created by Colliers and Ai3, on releasing the videos. The video that was presented by Mr. Carroll, had been posted by Mrs. Santos on social media on Friday. Mr. Carroll then presented the Base Repair video, which the committee would like to

have posted at the end of the week. Mrs. Santos has created a Facebook page for the project and will send the link to the committee.

Also, for public outreach flyers, committee brought up having different languages for non-English speaking families (Spanish and Portuguese).

The Chair explained that he did run into the Senior Center Director, who was all for having an outreach at the Senior Center. She would need it by end of August, to include it in September's newsletter to have the meeting in October. Colliers will be reaching out to schedule.

Ms. Rahilly identified two tentative Community Forums and was hoping that the SBC that night could confirm if the dates worked. Community Forum number 5, proposing September 26th, and Community Forum number 6, proposing October 17th. The Chair also brought up scheduling tours for Saturdays, in the month of October.

The Community Forum number 6 will take place at the Town Hall. The Sunday before, tours will be conducted.

V. Designer Report

a) Designer's Update

Ms. Rahilly explained the in the last meeting, it was discussed how the building was oversized. Ai3 had gone through and been able to trim some of the additional square footage, primarily through the circulation. There were oversized corridors which is typical when we're in this stage to sort of fatten those up a little bit just to have that reserved. Ai3 had been able to bring the building down by about 1,900 square feet, so that it's much closer to the 138,605 gross square footage that was targeted and was also estimated from. In doing so, Ai3 did not have to sacrifice any educational program. Ms. Rahilly also explained how with reductions in the corridors, they were able to achieve maintaining a 6,800 square foot gymnasium without increasing the overall gross square footage.

b) Review of SD Cost Estimates

Mr. Randall highlighted new renewable energies coming out to \$8.1 million dollars that the estimators have identified for an 800 KW system. They acknowledged that they do not have the latest information on cost data and it's not something they typically do so Ai3 is helping them with the latest information. Ai3's Solar Design Consultants have the information that they see all the time and can identify a reasonable cost for the size of the system. Mr. Randall also went over cost estimates for middle school repair and an add/new option. Within the Cost Analysis of MSBA Projects slide, Whitman is in the middle to lower cost per square foot range relative to their peer projects within the Commonwealth that just gives an overall perspective on where the project related to others that are in the MSBA pipeline.

c) Vote of Approval to Submit the Schematic Design Report to the MSBA

Ms. Rahilly explained that this portion of the presentation, looking for a vote to approve and authorize the OPM to submit the Schematic Design Report to the MSBA for consideration (August 25th), including the submission to the Department of Elementary and Secondary Education. The report would also

include the 3011 document and the budget statement that would establish the maximum project cost.

The Chair entertained a motion to approve the submission of Schematic Design. Ms. Stafford made the motion, which was seconded. The motion was approved by unanimous vote to approve the submission of Schematic Design.

**VI. Next Meeting Date
August 28th**

Adjournment

The Chair entertained a motion to adjourn.

To view the full recording of this meeting please visit:

<https://www.youtube.com/watch?v=Flmh4iDGnnE&t=3089s>.