

Whitman Middle School Building Committee

Meeting Minutes

Time: 4:30 PM

Place: Whitman-Hanson Regional High School

Date: Tuesday, January 9, 2023

Members Present:

Frederick Small, *Chair*

Kathleen Ottina, *Vice Chair*

Beth Stafford (on phone)

Robert Curran

George Ferro

Brandon Frost

Crystal Regan

Rich Pulkinen

Jeffrey Szymaniak

Mary Beth Carter

Don Esson (on phone)

John Stanbrook

Josh MacNeil

Justin Evans

Christopher Scriven (on phone)

Absent: Alisa Santos, OPM – Colliers Project Leaders (CPL)

Building Team Present: Mike Carroll, OPM – Colliers Project Leaders (CPL), Troy Randall, Principal Architect – Ai3 Architects (Ai3), Julie Rivera, Architect – (Ai3), Wayne Mattson, Mechanical Engineer (President) – (Griffith & Vary, Inc.)

Call to Order:

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

Pledge of Allegiance

A moment of silence for Alyce Walker, long-time former ELA teacher at Whitman Middle School.

Mr. Fred Small asked if there was anyone for public comment.

I. Public Comment

No public comment from attendees.

Mr. Fred Small stated one agenda item would be taken out of order. Please refer to agenda item IV, Discussions on HVAC Systems.

IV. Discussions on HVAC Systems

Ms. Julie Rivera recapped at the last SBC meeting, Tuesday, December 19th, which was primarily to review HVAC options that were analyzed in the life cycle cost analysis. The design team looked to the committee to provide a determination this week for direction

on one of those systems. Ms. Julie Rivera introduced Mr. Wayne Mattson, Mechanical Engineer and President of Griffith & Vary, Inc.

Mr. Wayne Mattson recapped at the last SBC meeting, Tuesday, December 19th, the committee reviewed four potential HVAC systems. All systems go from affordable, to slightly more expensive, to more expensive, and to extremely expensive. These systems were put into a life cycle cost study to show all the economic features, cost of installation, and operating costs.

Mr. Fred Small commented that the Baseline was included within all the specs that were submitted to the MSBA.

Mr. Wayne Mattson noted that the Baseline HVAC system has an EUI of 24.5, being under the 25 threshold that Mass Save wants. The Baseline system is also the same system that is used in many of the Net Zero schools that have been designed in Massachusetts and meets the energy code. A robust HVAC system, easy to understand, and simple without a lot of parts and auxiliary equipment to be maintained.

Mr. Fred Small asked Ai3 if there was a recommendation for Baseline HVAC system. Mr. Troy Randall stated that Ai3 was 100% aligned with Griffith & Vary, Inc. on the system, and has used the system in their designs.

Mr. Wayne Mattson noted that Inflation Reduction Act money was voted in 2022 and was modified in 2023 to include non-taxpaying entities such as schools. However, it is a rebate and not an incentive, so money you will receive at the end of the project and not the beginning. That money only covers 30% of the HVAC system that's associated with geothermal and not the overall HVAC system.

Other key notes of the Baseline HVAC system that Mr. Wayne Mattson mentioned:

- 20-year life cycle
- Refrigeration compressors have a 5-year warranty, and the rest of the system generally has a 1-year manufacturer warranty and a 1-year contractor warranty. In past projects working with Ai3, language was written into the specs that the mechanical contractor or any subcontractors, carry a 2-year warranty.

Mr. Fred Small, The Committee Chair, entertained a motion of which path to take for the HVAC system. Keeping in mind that the Baseline was quoted and the design team being in alignment that the Baseline HVAC system would be best for the project.

Motion made by Mr. Justin Evans.

Motion seconded by Ms. Kathleen Ottina.

Roll Call

Motion passed unanimously.

Meeting Minutes will now continue in order.

II. Update from the Negotiation Subcommittee

a. Ai3 Contract

b. Colliers Contract

Mr. Jeffrey Szymaniak explained that the subcommittee reviewed the Ai3 contract proposal as well as the Colliers contract proposal. The subcommittee had questions that

Mr. Mike Carroll and Ai3 were able to satisfactorily answer, and the subcommittee will recommend to the committee to support both contracts.

Mr. Fred Small noted that Ai3 came in slightly less than the projection.

Mr. Fred Small, The Committee Chair, entertained a motion to accept the amendment to the Ai3 contract.

Motion made by Ms. Kathleen Ottina.

Motion seconded by George Ferro

Roll Call

Motion passed unanimously.

Ms. Kathleen Ottina asked Mr. Mike Carroll to explain why Colliers contract numbers were higher than the numbers on the 3011 form that was submitted to the MSBA.

Mr. Mike Carroll explained it was discussed back in August with the committee when we were establishing the numbers on the 3011. At that time that we were trying to maximize the grant and were working towards the values that would maximize the reimbursement rates and not necessarily the actual values. It was discussed at that time that those values would be adjusted based off the actual schedules and off the actual scope of work as we proceeded down the line. So, what's being shown in the 3011 is the maximum grant values and then contingencies that would cover anything.

The other half of the discussion is the construction on this project. Historical projects from the MSBA, a project of this size and scope would typically have a duration between 15 to 18 months and 24 months is what is being carried right now because of long lead time issues on things like switch gears and HVAC equipment. Mr. Carroll also stated that the way the project is happening, starting demolition after the students and the staff move out of the old building and demolition of the old building and then reconstruction on the site could be done in a relatively short time being 6 to 8 months, putting the project in the middle of winter and we can't really cannot be done with finished site work in the middle of the winter. That carries through to next spring, resulting in extended time. As mentioned to the committee, the MSBA requires a full-time on-site presence which includes a site manager with certain qualifications. If Colliers showed a fee without that site manager on full-time, the MSBA would question. As the project continues, there's going to be a project manager, assistant project managers, etc. that would be potentially available to be able to fill that role in that second phase when site work and the demolition is happening only when it's a smaller scope of work and there could be some substantial savings. With the construction phase being substantially long, the fee structure for Colliers during that period as well as the administration phase, is different compared to what was shown on the 3011.

Mr. Mike Carroll also noted that the difference between Ai3's and Colliers contract is Ai3's essentially being a lump sum, and Colliers being based off hours and rates with a cost not to exceed.

There were also some discussions within the committee about having a stipend position in the town to maintain the project website, and discussions about accelerating the project to have an individual onsite for a shorter period.

The new Colliers contract value total is \$5,335,330.

Mr. Fred Small, The Committee Chair, entertained a motion to accept the amendment to the Colliers contract.

Motion made by Ms. Kathleen Ottina.

Motion seconded by Mr. Brandon Frost.

Roll Call

Motion passed unanimously.

III. Architect Report

For the Historical Commission process, Ms. Julie Rivera explained that the state requires a formal submission regarding the historic nature of a property. The site was referenced in previous reports and is not on any history registry. In putting together that project notification form and submission packet for the state, Ai3 did reach out to the Whitman historic commission to review the submission and requested that they provide a letter of support for the project. As they are in the process of putting the letter together, they unequivocally support the project. The letter will be included in Ai3's design development report submission that will be going out in April.

V. Payment of Invoices

Mr. John Stanbrook reviewed invoices from Ai3 for \$723,815.00, and Traverse Landscape Architects for \$3,630.00 for extra services (hydrant flow test).

Mr. Fred Small, The Committee Chair, entertained a motion to pay the presented invoices that have been approved by the OPM.

Motion made by Ms. Mary Beth Carter.

Motion seconded by Mr. Jeffrey Szymaniak.

Motion passed unanimously.

Next School Building Committee meeting to be held on Tuesday, February 27th at 4:30pm.

V. Adjournment

Mr. Fred Small, The Committee Chair, entertained a motion to adjourn.

Motion made by Ms. Kathleen Ottina

Motion seconded by George Ferro

Motion passed Unanimously.

To view the full recording of this meeting please visit: <https://youtu.be/r-7O1mncRlo?si=iEIDIOdhTMbIK53I>