

West Elementary & Shawsheen Preschool Building Committee Minutes
Wednesday, February 17, 2021 – 7:00PM

Participating via remote

Access Voting Members: Chair-Paula Colby-Clements, Dr. Claudia Bach, Andrew Flanagan, Rick Almeida, Carol Green, Susan McCready, Janet Nicosia, Siggy Pfendler, Paul Rollins, Elizabeth Roos, Donna Walsh

Non-Voting Members: Steve Nembirkow, APS Chief Operations Officer, Tracey Spruce

PMA Consultants (remote): Brian DeFilippis, Karina Pena; Kevin Weeks; Steve Rusteika

SMMA Architects (remote): Lorraine Finnegan; Matt Rice;

Community Members: Steve Fink;

West Elementary School Building Committee Chair (SBC), Paula Colby Clements, opened the meeting at 7PM. Because of the emergency state of government due to Covid-19, all SBC members are participating via WebEx. All votes will be taken by roll call at this meeting.

Approval of Minutes. Vote Expected

Minutes of January 26, 2021

On a Motion made by Andrew Flanagan and seconded by Susan McCready, the West Elementary School Building Committee approved the January 26, 2021 minutes. On a roll call vote, the motion for the January 26, 2021 meeting minutes was approved on a 11-0 vote.

Minutes of February 3, 2021

On a Motion made by Claudia Bach and seconded by Andrew Flanagan, the West Elementary School Building Committee approved the February 3, 2021 minutes. On a roll call vote, the motion for the February 3, 2021 meeting minutes was approved on a 11-0 vote.

Approval of January Invoices. Vote Expected.

The Chair submitted for payment approval- Invoice from PMA Consultants #04303-00 dated Feb.4, 2021 for services covering the period of January 1, 2021 - Jan. 22, 2021 for the amount of \$29,783.11.

On a Motion made by Susan McCready and seconded by Liz Roos, the West Elementary School Building Committee approved the PMA invoice read by the Chair today. The motion was approved on a roll call vote 11-0.

Review and Approval of SD Report, Drawings, Specs & Budget, Vote Expected

An update of slides by Brian DeFilippis was presented tonight for the Committee: [Project Budget Update](#)

These slides were updated from the last meeting after votes taken at the Feb 3rd meeting.

Preferred Schematic Report Estimate:

Construction Budget: \$119,178,907 (came down \$592,000)

Total Project Budget: \$151,661,968 (came down \$725,000)

Trade Costs (Bricks and Mortar costs) \$86,182,755 (came down \$492,000)

Change between the partition changes and coconut husks

Non-Trade Costs \$32,996,152 (came down \$100,372)

Changes came in partition and field votes

Anticipated Soft Costs - \$32,483,061 – slightly down from before; this includes the OPM fees (PMA) to manage the project through close out which is within the 3.5% that MSBA will reimburse; SMMA's fee is within MSBA 10% reimbursement for basic services.

Total – \$151,661,968 – total budget –

Good news: MSBA's has raised their reimbursement rate by 1.48% so it's now at a base rate of 41.95%. Mr. DeFilippis stated they're aiming for the 2% in Maintenance and 2% in sustainability for a total of 4 points bringing it to a 45.95% reimbursement rate.

Effective Reimbursement Rate now is 25.35% (was 24.44%); Anticipated MSBA Grant (min) now: \$38,447,427 (was \$37,244,117); Anticipated District Share now: \$113,214,541 (was \$115,143,320). He presented a graph showing the scenario if we achieve the additional 4% in full as noted.

Summary of Form 3011 – shows 41.95% Reimbursement Rate before incentive points + 4.00 total incentive points = 45.95% MSBA Reimbursement Rate. This form also shows the total budget project: \$151,661,968. This form will be submitted to the MSBA next week.

Items not reimbursable: legal fees, anything over the \$333 sq. foot; technology costs; plus, other ineligible costs. At the project and scope budget discussion which occurs before the MSBA April meeting, the district will find out which incentive points will be awarded assuming the district meets the incentive requirements.

Construction Contingency is at 8% to make sure there's enough funds to carry over so additional funds are not requested later. Ms. McCready asked about the MSBA factors in determining the town's reimbursement rate. Mr. DeFilippis responded the town's socio-economic conditions determine this which are reviewed on a yearly basis. The Department of Revenue takes the information from the districts/towns and assess the poverty, wealth and percentage of free school lunches factors which sets the rate at the feasibility stage. This rate carries over and is adjusted at the project and scope budget meeting. After that meeting, it won't be changed again; that will be the project reimbursement rate.

Possible Incentive points the town may achieve: A maximum of 2% points for maintenance -Ms. Finnegan said Andover is the only town that she knows has previously achieved this. Andover can also try for the 2% for building an energy efficient school. The Chair also informed the committee that the Town Manager, Superintendent, Janet Nicosia, SMMA, and PMA met on Tuesday to negotiate the OPM and architect services to bring the project to completion.

On a motion made by Rick Almeida and seconded by Susan McCready, the West Elementary School Building Committee voted to approve the all-in project budget costs of \$151,661,968 which includes negotiated fees for OPM and architect services. On a roll call vote, the motion for the project budget was approved on a 11-0 vote.

On a motion made by Susan McCready and seconded by Claudia Bach, the West Elementary School Building Committee voted to authorize the OPM, PMA, to submit the project Schematic Design (SD) to the MSBA. On a roll call vote, the motion for the project Schematic Design submission was approved on a 11-0 vote.

Project Timeline:

Mr. DeFilippis displayed the updated project timeline. Key dates coming up Facility Assessment Review (FAS) how the building relates to the site; traffic flows, etc. on March 10th. April 10th is the next key date w/the anticipated MSBA approval of the Schematic Design submission; followed by the Town Meeting on Scope and Budget vote on June 5th and the Town Wide Debt Exclusion vote on Project Scope and Budget on June 15, 2021. Construction would begin in May 2022 with occupancy in the fall of 2024. Demolition of existing old building and sitework improvements to follow after occupancy of the new building.

Mr. DeFilippis gave an update on the CMAR (Construction Manager At Risk) process: RFOs will be received on Feb. 22nd with a meeting on Tuesday Feb 23rd. The RFOs will be reviewed and within 2 weeks the subcommittee will notify the potential CM applicants on their applications. Proposals will be due in mid-March. Final interviews will follow soon in early April.

Next meetings:

Mr. DeFilippis and Ms. Finnegan stated that building committee meetings wouldn't be needed until March. Next dates set are for March 24th for a CMAR update and April 14th for MSBA board meeting update. The Chair also told the Committee that on Wed, Feb. 23rd the Chair is presenting to the West Elem and Shawsheen PTOs at 7:30PM. The Yes to WESP ballot question community group is making contacts with various other community groups to seek interest in gaining more information on the project.

On a Motion made by Claudia Bach and seconded by Andrew Flanagan, the West Elementary School Building Committee voted to adjourn the February 17th meeting. The motion was approved on a roll call vote 11-0. The meeting was adjourned at 7:48PM.

Respectfully,
Alison Phelan, Recorder

CERTIFICATION

Town Clerk and Chief Strategy Officer: Austin Simko

Date:

Town Stamp: