

# Somerville High School Building Committee Meeting Minutes

**PROJECT:** Somerville HS Project  
**LOCATION:** Somerville HS Library

**MEETING DATE:** February 27, 2017

**ATTENDEES:** *(Absent in Italics)*

- |                    |  |   |  |  |
|--------------------|--|---|--|--|
| <u>Bldg. Cmte:</u> | <input type="checkbox"/> <i>Mayor Curtatone (JC)</i>                         | <input type="checkbox"/> Tony Pierantozzi (TP)    | <input type="checkbox"/> <i>Tony Ciccariello</i> | <input type="checkbox"/> Rob King (RK)         |
|                    | <input type="checkbox"/> Steve Roix (SR)                                     | <input type="checkbox"/> Mary Skipper (MS)        | <input type="checkbox"/> Stan Koty (SK)          | <input type="checkbox"/> John Oteri (JO)       |
|                    | <input type="checkbox"/> <i>Max Nadeau (MN)</i>                              | <input type="checkbox"/> Ed Bean (EB)             | <input type="checkbox"/> Vince McKay (VM)        | <input type="checkbox"/> Tom Bent (TB)         |
|                    | <input type="checkbox"/> Nelia Braga (NB)                                    | <input type="checkbox"/> Adda Santos (AS)         | <input type="checkbox"/> Mary-Jo Rossetti (MJR)  |  |
| <u>PMA:</u>        | <input type="checkbox"/> <i>Chris Carroll</i>                                | <input type="checkbox"/> <i>Chad Crittenden</i>   | <input type="checkbox"/> Sean Burke              | <input type="checkbox"/> <i>Walter Hartley</i> |
| <u>SMMA:</u>       | <input type="checkbox"/> Alex Pitkin   | <input type="checkbox"/> <i>Lorraine Finnegan</i> | <input type="checkbox"/> Matt Rice               | <input type="checkbox"/> <i>Erin Prestileo</i> |
|                    | <input type="checkbox"/> <i>Tony Iacovino</i>                                |   |  |  |
| <u>Suffolk:</u>    | <input type="checkbox"/> Chris Walenton, <i>Doreen Crowley, Dave Slomski</i> |   |  |  |
| <u>Others:</u>     | <input type="checkbox"/> SEE ATTACHED SIGN-IN SHEET                          |   |  |  |

Meeting Chair TP called the meeting to order at 5:38 P.M. M: RK S:JO Approve meeting minutes from 12/20/16 All approved. (8-0-0)

**General**

Item	Responsible	Due	Notes
			<p><b>General Update: Update 2/27/17: TP:</b> On Jan 31, we met with the MSBA at a Project scope and budget meeting. We were thrown a curveball and informed that our reimbursement rate was lowered from 77.44% to 73.84%. We had extensive back and forth discussions with the MSBA about the rate decrease. At the MSBA board meeting, DESE staff recommended to the MSBA that the poverty factor component of the rate be restored to the previously approved value. They explained that the methodology for calculating the poverty factor has recently changed and has decreased the reimbursement rates of approx. 15% of the districts. In the recent past, districts poverty factors had been grandfathered in and DESE staff recommend to the MSBA board that Somerville's poverty factor rate be changed back to the 2014 rate. This resulted in a restoration of 1.42% points to the reimbursement rate, setting the final rate at 75.29%. This restored approximately \$2.4MM in project funding and helped maintain the budget presented to the public prior to the vote.</p> <p>In addition, SMMA reclassified approx.. 1,400 sqft of space to move it from ineligible space into eligible square footage. This provided \$430,000 in additional reimbursement.</p> <p>The MSBA had few comments on the SD package which is a testament to the completeness of the submission.</p> <p>DESE commented on the Next Wave/Full Circle program. MS followed up and found that DESE had a misconception of what the Next Wave/Full Circle is. MS worked with the architect to help DESE understand that Next Wave/Full Circle is a therapeutic day school and not Special Education. The issue should be closed and will not affect construction.</p> <p>The MSBA approved the project funding agreement.</p>

9/09:01	SBC	12/20/16	<p>MJR: Question: How much of the contingency is going to be paid for?  PMA: Any items paid for out of Owner, Construction of GMP contingency are reviewed by the MSBA for eligibility. There is a potential for up to \$4.25 MM in Constriction and Owner Contingency and \$3.1M in GMP contingency to be reimbursed. It is highly unlikely that 100% of those costs will be reimbursed. At this point it is impossible to accurately predict how much will be reimbursed. For budgeting purposes, we have assumed that 2/3 of Potential Eligible Contingency could be reimbursed. It should also be noted that contingency will only be reimbursed if it is expended.</p> <p>MJR: How much is the bond for?  EB: The entire project must be bonded, per MSBA regulations.</p>

### Design

Item	Responsible	Due	Notes
9/09:07	SMMA	12/20/16	<p><b>Design Update 02/27/17:</b>SMMA: has elected not to stop and continue with design work while they await a contract for the next phase. The structural design is very complex and is slowly being worked out.</p> <p>Suffolk: Has had some building walk throughs over the last week to help figure out the phasing. They will continue with this process in the weeks to come.</p>
9/09:10	SMMA	12/20/16	<b>Space Summary: Update 12/20/16:</b> No Update

### Cost / Schedule

Item	Responsible	Due	Notes
09:11	PMA	12/20/16	<p><b>Project Schedule: Update 02/27/2017</b> RK:In order to keep the project moving, we will need BOA approval. We would like the project on the 3/9/17 BOA agenda to be referred to the FinCom's 3/22 meeting then back to the BOA for final approval vote on 3/23. Capital Project will work with purchasing to have contracts prepared for 3/24. Does this work with the schedule?</p> <p>PMA: The schedule showed DD contract starting after BOA funding approval which was scheduled for 3/6/17. The activity is on the critical path meaning any delay will extend the project by the length of the delay. There is also a risk of missing some of the summer construction windows required to be utilized in this aggressive construction schedule. SMMA needs to engage sub consultants which it cannot do until the contract is signed. PMA will review the schedule and try to find ways to mitigate the delay.</p> <p>PK: Capital project cannot fund the start of DD out of their funds, we must wait for BOA approval. We request that MJR provide any assistance she can in streamlining this process. MJR: will speak with Mr. Snyder, the mayor's liaison with the BOA to make sure it is on the agenda.</p> <p>RK: Can there be a FinCom meeting scheduled for 3/15? MJR: will ask.</p> <p>TB: Would it help is members of the committee show up to the BOA meeting?  MJR: yes, any support is welcomed.</p>

1/06:01	PMA	12/20/16	<p><b>Project Budget: Update 2/27/17:</b> The project budget was approved by the MSBA for a total project budget value of \$255,982,702 with a maximum total facilities grant of \$123,963,307.</p> <p><b>TB:</b> Is there additional FF&amp;E budget included in the project for the Chapter 74 Programs.</p> <p><b>PMA:</b> We have included an additional \$1,280,000 above the \$2,400/student MSBA FF&amp;E eligible allowance. We have requested of the MSBA consider the additional FF&amp;E budget for the chapter 74 program as eligible. The MSBA understands that \$2,400/student may not be enough to fit out a comprehensive high school, they have built a number of comprehensive high school and have not provided additional funding to those schools.</p> <p><b>RK:</b> Some of the furniture and equipment in the high school will be reused. There will be a joint effort between SMMA and the teachers to determine what FF&amp;E will be reused.</p> <p><b>RK:</b> We need to be cognizant of budget as stakeholders make requests for project changes or additions.</p> <p><b>SMMA:</b> is charged with controlling that effort.</p> <p><b>Suffolk:</b> We have estimators ready to spot check pricing.</p>
3/14:06	City	12/20/16	<p><b>Historic Process: Update 02/27/17:</b> no update</p>
	ALL	12/20/16	<p><b>New Business:</b></p> <p><b>Working Groups:</b> SMMA will start scheduling the next round of Working Group meeting via Doodle Polls. PMA will send out the current working group list and ask the members review the groups they are a member of and join other groups they have interest in. SMMA anticipates 3 meeting per group during DD.</p> <p><b>MJR:</b> Should we open it up to the public? <b>JO:</b> We have in the past included members of the community. <b>PMA:</b> suggests that public involvement should be by invitation, as has been done in the past. Members of the committee should invite people with who they rely on and trust to join the working groups.</p> <p><b>TB:</b> suggested inviting some student to participate in the working groups.</p> <p><b>Press Release:</b> <b>RK:</b> spoke with the communication department, provided them with the MSBA project funding agreement letter. He will be speaking with the mayor's office tomorrow about the timing of a press release.</p> <p><b>TP:</b> We are at a critical point in this project. It is very important to communicate with everyone to get buy in from all parties involved. We need to keep the school committee and district involved throughout the process. Cautioned the committee about the "want to have" items, the reality will be that nobody is going to get everything they want.</p> <p><b>Future Meeting Dates:</b>  March 27  April 24  May 15  June 8  June 26</p>

Motion : MJR to Adjourn S: TB VOTE: (12-0-0)

**Meeting Adjourned:** 8:33 P.M.

The author of these minutes assumes, to the best of his or her knowledge, that the above content of these Meeting Minutes depict 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.

**Prepared By:** Sean Burke, PMA Consultants

**Signed:** Sean Burke

**Date:** 03/07/17

2/27/16

Somerville High School Building Committee

- Meeting Sign in Sheet

Sean Burke - PMA

Tony Pierantozzi ~~Chair~~ Chair


Chris Walenta - Suffolk

MATT RICE - SMMA

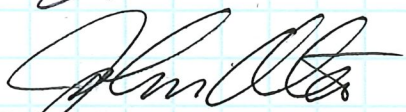
Adda M. Santoro - SHS


Mary Jo Bonetti Ad Clg

 - SHS

 IZTK - SOMERVILLE

EDWARD BEAN - FINANCE

 SHS Headmaster

 SMMA

TOM BENT CTE - Bus. Advisory Chair

Nelia Bratia SHS CTE

 J Fox

J. Fox SC

Vince McKen Asst. Supt., SPS

Natalie Vivia - Guest