


LEICESTER MIDDLE SCHOOL – SCHOOL BUILDING COMMITTEE (LMS-SBC)				MEETING MINUTES	
Leicester Middle School Library					
September 12, 2019					
5:30 PM					
ATTENDEES/ DISTRIBUTION:					
NAME	ASSOC.	PRESENT	NAME	ASSOC.	PRESENT
Mark Armington	LMS-SBC	---	Beth Johnson	LMS Asst. Principal	Y
Jeff Berthiaume	LMS-SBC	Y	Eileen Boisvert	Community	Y
Tina Boss	LMS-SBC	Y	Tim Hickey	Community	Y
Harry Brooks	LMS-SBC	Y	Frank Bond	Community	Y
Chris Clark	LMS-SBC	---	Joe Hart	Community	Y
Chris Fontaine	LMS-SBC	Y			
David Genereux	LMS-SBC	Y			
Tom Lauder	LMS-SBC	Y	Tom Murphy	NV5	---
Kristina Looney	LMS-SBC	---	William Cunniff	NV5	Y
Paul McCarthy	LMS-SBC	Y	Melissa Gagnon	NV5	---
Dennis McGrail	LMS-SBC	---	Jennifer Carlson	NV5	---
Jim Reinke	LMS-SBC	Y	Regan Shields Ives	Finegold Alexander	Y
Marilyn Tencza	LMS-SBC	Y	Christopher Lane	Finegold Alexander	---
Cady Maynard	LMS-SBC	Y	Tony Hsiao	Finegold Alexander	---
David White	LMS-SBC	Y	Beth Percy	Finegold Alexander	---

### 1. Call to Order

Mr. Brooks called the SBC meeting to order at 5:31 PM.

### 2. Monthly Approvals

**MOTION:** Mr. White moved, seconded by Mr. Reinke, to recommend approval of the 08/08/19 meeting minutes.

**The Committee voted unanimously to approve the 08/08/19 meeting minutes.**

**MOTION:** Mr. White moved, seconded by Mr. Reinke, to recommend approval of the following invoice:

- NV5 August 2019 Invoice 136329 for OPM FS/SD services in the amount of \$ 9,000

**The Committee voted unanimously to authorize the invoice approval**



**MOTION:** Mr. White moved, seconded by Mr. Reinke, to recommend approval of the following invoice:

- Finegold August 2019 Invoice 17363 for A/E FS/SD services in the amount of \$ 26,130

**The Committee voted unanimously to authorize the invoice approval**

### **3. Design Update**

- FAA noted that with the project now being approved by the MSBA on August 28<sup>th</sup> to move into the Schematic Design (SD) phase for the new K-8 project, the FAA team has generated a Work Plan that aligns to the proposed SD submission currently scheduled for early January 2020 (Note: The MSBA has not issued the 2020 schedule as of this date, but previously issued annual calendars have generally included January submission dates for February MSBA Board meetings). As noted, the January submission leads to a February 2020 MSBA Board meeting, at which time a favorable vote results in the Project Scope and Budget Agreement (PSBA). The PSBA is issued immediately after the Board meeting and details the Total Project Budget Costs (TPB), including the corresponding MSBA (State Share) of the TPB costs, as well as the Town of Leicester (District) share of the TPB costs. These are the costs that the District will take to town meeting/election for appropriation and voter approval. Per the PSBA agreement between the Town and the MSBA, the Town will have 120 days after issuance of the PSBA to secure all necessary Town approvals.
- The FAA Work Plan (see attached) outlines a series of meetings and topics; meetings are intended to include all interested project stakeholders and will include subjects such as site design (parking, drop-off, pickup), kitchen/food service design, building systems (MEP), sustainability, materials and finalization of floor plan and exterior building elevations. SBC members are encouraged to attend the SD working group meetings, but having a quorum should be avoided. Notices of meeting will be sent to the SBC, as well as being maintained on the project website. Any members who are not currently on the Leicester Public School email account/list will be furnished with updated email addresses. As discussed the SD documentation, especially in the MSBA domain, is probably more robust than those familiar with the design process may normally see at this stage. However, the district is being tasked at this stage with committing to the overall project scope and budget, so it is necessary that the SD doc; the documents reflect that level of completeness. Meetings have begun taking place and will continue to align with the following milestone schedule:
  - SD Documents out to the (2) independent estimating firms: 11/26/19
  - Estimates completed, submitted and exchanged: 12/19/19
  - Estimate reconciliation meeting: 12/20/19
  - Draft SD Report to SBC For Approval: 12/20/19
  - SBC Approval to submit SD Report to MSBA: 12/23/19
  - Appendix "4C" (SD Estimates) submitted to MSBA: 12/23/19
  - NV5 submits full SD Report to MSBA: 01/07/20
  - Estimated MSBA Board Meeting - PSBA: February 2020



- Athletic Fields Update – SBC members stated their comments relative to the athletic fields. Mr. Lauder noted that having a turf field is a big deal in this community, as it would be available for community use. Mr. Reinke also noted that having a turf field would be great, and that the proposed improvements to the running track would be a big deal as well. Mr. Reinke noted that while there are other fields in Leicester such as at Memorial School, it is good to have the capabilities at LMS. He also thought the Leicester Water Department (LWS) field was worth pursuing. Mr. White noted that he believed that replicating the softball field on Winslow Ave., the existing being displaced by the new school, accommodated the needs of LMS. He also preferred the turf field option. Mr. Brooks noted that he had a good meeting with LWD about the field on their property, as well as a good meeting with Becker College for discussing potentially taking over their softball field. The baseball fields were briefly discussed. The general consensus is that relocating these fields and having to build large retaining walls may be cost prohibitive. Tennis court discussions confirmed that (5) courts is the ideal setup. FAA
- FAA noted that two additional services requests are forthcoming:
  - Additional geotechnical investigations
  - Wetlands delineation

Several SBC members asked for clarification on the proposed services. FAA noted that the Landscape architect is interested in the soil characteristics, as Leicester does fall within the “Worcester Arsenic Belt”. An environmental assessment will be performed, especially in proposed outdoor play areas; it would be the intent to keep all existing soils on site for re-use. It was noted that digging up the fields at this time of year is somewhat impactful to athletics. Nevertheless, having up to date water table information is important. The path forward would be to file the abbreviated notice of delineation (ANRAD) with the Leicester Conservation Commission and walk the site with the wetlands scientist.

#### **4. DBB vs. CMR Presentation**

NV5 produced a short PowerPoint presentation for the SBC (See attached), outlining the two delivery methods allowed by the Commonwealth of Massachusetts for public construction – the two systems being Design-Bid-Build (DBB), M.G.L. Chapter 149, and Construction Management at Risk (CMR), M.G.L. Chapter 149A. Advantages and disadvantages of both systems were discussed. Both methods involve the filed sub-bid trade contractor process, which trades account for upwards of 40% of the construction value. CMR is a more transparent process than DBB, but it does have a cost premium associated with it, which NV5 noted was at least 5%. Mr. White noted that he believed the premium to be more in the 10% range. As several members were not present, it was decided that voting on the delivery method would be deferred until the next SBC meeting. It was noted that should CMR be selected, it requires an approval through the Massachusetts Office of the Inspector General. If CMR is selected, it would be good to have a CM on board by mid-November, so the firm could participate in the SD estimate.



**5. Schedule** – (See Design Update)

**6. Upcoming Meetings**

- 10/10/19 - SBC Meeting @ LMS Library, 5:30 p.m.
- 10/15/19 – Public Forum @ Elementary School, 6 p.m.
- 11/20/19 – Public Forum @ High School, 6 p.m.

**7. Adjournment**

The meeting was adjourned at 7:42 PM.

Prepared by: Bill Cuniff, NV5 [End of 09/12/19 Meeting Minutes]