

## Amesbury Elementary School Building Committee (AESBC)

Date:	Thursday, October 10, 2019
Location:	Amesbury High School
Time:	4:00 PM
Next Meeting:	11/21/2019 at 4:00 PM



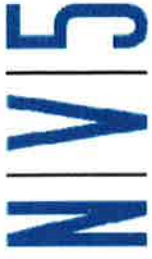
	Name	Association/Title	Affiliation
N	Kenneth Gray	Mayor of Amesbury, Chair	(AESBC)
Y	Peter Hoyt	Amesbury School Committee	(AESBC)
Y	Jared Fulgoni	Superintendent of Schools	(AESBC)
Y	Joan Liporto	Director of Business & Operations	(AESBC)
Y	Shannon Nolan	Principal, Amesbury Elementary School	(AESBC)
Y	Joe McMilleon, Councilor	City Councilor	(AESBC)
N	Matt Bennett	School Facilities	(AESBC)
N	Laurie McAllister	CES Teacher	(AESBC)
N	Cristin Chabot	AES Teacher	(AESBC)
Y	Bruce McBrien	AES Teacher	(AESBC)
Y	Monique Griffin	Parent / Community Member	(AESBC)
N	John Donnell	Community Member	(AESBC)
N	Jim Queenan	AES Teacher	(AESBC)
N	Kyle Jacques	AES Teacher	(AESBC)
N	Daniel Grayton	Mayor's Chief of Staff	(City)
N	Donna DiNisco	Principal/DiNisco Design	(DiNisco)
N	Chris Huston	Designer/DiNisco Design	(DiNisco)
Y	Vivian Low	Project Manager / DiNisco Design	(DiNisco)
N	Caulen Finch	Project Architect / DiNisco Design	(DiNisco)
Y	Tom Murphy	Project Executive / NV5	(NV5)
Y	Lynn Stapleton	Project Director / NV5	(NV5)
N	Jennifer Carlson	Project Manager / NV5	(NV5)
Y	Tim Dorman	Project Manager / NV5	(NV5)

<b>1. Call to Order</b>
Jared Fulgoni, Superintendent of Schools, called the Amesbury Elementary School Building Committee (AESBC) Meeting to order at 4:02 PM.
<b>2. Meeting Minutes</b>
NV5 distributed the AESBC Meeting Minutes from the prior meeting held on September 5, 2019.
<b>Motion:</b> Motion by Peter Hoyt, seconded by Joan Liporto to approve the 9/05/2019 AESBC Meeting Minutes. The motion passed unanimously.
<b>3. Approval of September 2019 Invoices</b>
There were no invoices to be approved for payment during this period.

<p><b>4. Results of October 8, 2019 Public Vote (MSBA Requirements)</b></p>
<p>It was reported that the vote was favorable and the debt exclusion passed with a 1,354 to 1,234 vote. A Certificate of Vote is needed from the City Clerk. Once this is available NV5 will transmit a copy to the MSBA as required. The next step in the MSBA process is the Project Funding Agreement (PFA).</p>
<p><b>5. Approval of Contract Amendments for Extended Basic Services for OPM and Designer</b></p>
<p>Copies of the proposed OPM and Designer contract amendments for extended basic services were included in the AESBC meeting packets distributed by NV5.  The proposed amendment fees are consistent with the budget approved by the MSBA.  It was discussed that the AESBC should vote to recommend that the Mayor sign the amendments.</p> <p><b>Motion:</b> Motion to approve the Contract Amendments for Extended Basic Services for OPM and Designer, as submitted, made by Peter Hoyt and seconded by Joan Liporto. The motion passed unanimously.</p>
<p><b>6. Next Steps for Project Team</b></p>
<p>The design team provided an overview of the status of the design and next steps for progressing into the Design Development Phase, summarized as follows:</p> <ul style="list-style-type: none"> <li>-The design is currently at the Schematic Design level, which is slightly more advanced than conceptual.</li> <li>-Design Development will further refine the layout of the building, massing, systems, materials, etc.</li> <li>-A working group meeting schedule has been developed to focus bi-weekly meetings on key topics from October through January 2020.</li> <li>-The Design Development package is scheduled to be completed and provided to the cost estimators in early January.</li> <li>-Following a cost estimating, reconciliation and value engineering exercise, the Design Development submission will be sent to the MSBA in February 2020.</li> <li>-Following Design Development, an early site package will be completed and permitting for site work to begin summer 2020 in advance of the main bid package going out in the fall 2020 to start winter 2021.</li> <li>-Two additional submission will be made for cost estimating and to the MSBA for the main bid package, including 60% CDs and 90%CDs.</li> <li>-It was noted that the decision was previously made to proceed with the Design-Bid-Build project delivery method as opposed to CM at-Risk.</li> <li>-Under public bid laws, this project delivery method is a 2-phased process beginning with prequalification as the first phase and bidding by prequalified firms only, as the second phase.</li> </ul>
<p><b>7. Proposed Next Meeting Date</b></p>
<p><b>WORKING GROUP:</b> A Working Group, headed by Amesbury Superintendent Dr. Fulgoni, as main contact, will gather input from faculty and staff and facilities personnel who will advise Dr. Fulgoni. Mr. Fulgoni and the Project Team will present progress updates to the full AESBC. Meetings will primarily be held bi-weekly on Tuesdays at 9:00-11:00 AM with Dr. Fulgoni, DiNisco Design, NV5 and invited guests. During the Design Development phase meetings are planned for October 17th, October 29th, November 12th, November 26th, December 10th and January 2nd.</p> <p><b>BUILDING COMMITTEE:</b> The Amesbury Elementary School Building Committee (AESBC) will meet monthly on the 4th Thursday of each month, except when schedule or holiday conflicts require that it shift to a different day. The next <b>AESBC Meeting is scheduled for November 21, 2019 at 4:00 PM.</b></p>

<b>8. Other Business</b>
<p>A) It was discussed that the official list of AESBC is outdated and should be updated and submitted to the MSBA. NV5 will work with Joan and Robin to make the necessary updates. The Mayor will determine who will replace the community member slot.</p> <p>B) A question was raised regarding whether or not geothermal will be considered and it was noted that the adjacent school will be replacing mechanical systems, which may help with the life cycle cost analysis for a shared system.</p> <p>It was noted that the payback generally makes it difficult to justify from an economic perspective. The current intent for sustainability is to pursue LEED Silver, which incorporates views, building orientation, materials, indoor air quality, site elements, equipment efficiency, insulation, etc. The building will be solar ready, but the solar panels will not be installed as part of the project. The City can look at options such as PPA once the project is complete.</p> <p>C) The plans for the existing AES site was questioned. It was noted that now that the project funding has been approved, the Mayor will put a committee together to start to discuss options.</p>
<b>9. Adjournment</b>
<p>Peter Hoyt made a motion, seconded by Jared Fulgoni, to adjourn the AESBC Meeting a 4:47 PM. The motion passed unanimously.</p>

*These meeting minutes were prepared by NV5. Please notify NV5 within 48 hours of receipt of this document regarding any required corrections or clarifications.*



**AMESBURY ELEMENTARY SCHOOL - Amesbury, MA**

Thursday, October 10, 2019

**School Building Committee Meeting**

**Sign-In List**

**Location: Amesbury High School Library**

**4:00 PM**

Signature	Name	Email Address	Contact Info / Phone #
1	Ken Gray	<a href="mailto:mayorgray@amesburyma.gov">mayorgray@amesburyma.gov</a>	O: (978) 388-8121 C:
2	Peter Hoyt	<a href="mailto:ppigh@comcast.net">ppigh@comcast.net</a>	O: (978) 388-0670 C:
3	Jared Fulgoni	<a href="mailto:Fulgonii@amesburyma.gov">Fulgonii@amesburyma.gov</a>	O: (978) 388-0507 C:
4	Joan Liporto	<a href="mailto:Liporto@amesburyma.gov">Liporto@amesburyma.gov</a>	O: (978) 388-0507 C:
5	Joe McMillion	<a href="mailto:Jmeonmac@gmail.com">Jmeonmac@gmail.com</a>	O: (978) 388-6269 C:
6	Norm Fredette	<a href="mailto:fredetten@amesburyma.gov">fredetten@amesburyma.gov</a>	O: (978) 388-0507 C:
7	Laurie McAllister	<a href="mailto:L.mcallister.educator@gmail.com">L.mcallister.educator@gmail.com</a>	O: (978) 804-8380 C:
8	Cristin Chabot	<a href="mailto:ctchabot@gmail.com">ctchabot@gmail.com</a>	O: (978) 729-0039 C:
9	Bruce McBrien	<a href="mailto:brucemcb@gmail.com">brucemcb@gmail.com</a>	O: (978) 407-7773 C:
10	Mark Roccograndi	<a href="mailto:mroccograndi@gmail.com">mroccograndi@gmail.com</a>	O: (781) 266-6515 C:

**School Building Committee Meeting**

**Sign-In List**

Location: Amesbury High School Library

4:00 PM

Signature	Name	Email Address	Contact Info / Phone #
	Monique Griffin	<a href="mailto:moniquegriffincpa@gmail.com">moniquegriffincpa@gmail.com</a>	O: (978) 609-5217 C: (978) 609-5217
	John Donnell	<a href="mailto:jdonnell@prostaraviation.com">jdonnell@prostaraviation.com</a>	O: C: (508) 369-2447
	Jim Queenan	<a href="mailto:queenani@amesbury.ma.gov">queenani@amesbury.ma.gov</a>	O: (978) 388-0507 C:
	Kyle Jacques	<a href="mailto:jacquesk@amesbury.ma.gov">jacquesk@amesbury.ma.gov</a>	O: (978) 388-0507 C:
	Daniel Grayton	<a href="mailto:GraytonD@amesburyma.gov">GraytonD@amesburyma.gov</a>	O: C:
			O: C:
	Donna DiNisco	<a href="mailto:d.dinisco@dinisco.com">d.dinisco@dinisco.com</a>	O: C: (617) 429-8806
	Vivian Low	<a href="mailto:v.low@dinisco.com">v.low@dinisco.com</a>	O: C: (617) 680-3415
	Caulen Finch		O: (617) 426-2858 C:
			O: C:
	Lynn Stapleton	<a href="mailto:Lynn.Stapleton@NV5.com">Lynn.Stapleton@NV5.com</a>	O: C: (508)-269-0457



