

OLD COLONY REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL DISTRICT

**476 North Avenue
Rochester, MA 02770**

**Tuesday
October 3, 2023**

SCHOOL BUILDING COMMITTEE MINUTES

Present: Mrs. Shirley Bourque, Mr. Stephen Lombard, Mr. Robert Marshall, Mr. David Hughes, Mrs. Maureen Townsend, Mr. Michael Lorenzo, Mr. Brian Day, Ms. Elizabeth Sulger, Mr. Robert Field, Mr. Mark Townsend, Mr. Eldaro Amaral, Mrs. Debra Quin, Mr. Aaron Polansky, Superintendent-Director; Mr. J. Michael Parker, Principal; Mrs. Sarah Griffith, Business Manager; Mr. Robert Souza, Facilities Director; Mrs. Jolene Costa, District Committee Secretary

Absent: Mr. David Wojnar, Chief Scott Weigel, Mr. Justin Brodeur, Mr. Christopher Plonka, Mr. Neil Regis

Mrs. Bourque called the meeting to order at 6:00 p.m.

All in attendance stood for the Pledge of Allegiance and moment of silence.

Introductions were made.

Mr. Polansky reviewed the contents of the packet starting with the letter of invitation into the Feasibility Study which took place on August 30, 2023.

Mr. Polansky reviewed the draft Request for Services (RFS) with the committee and stated this draft had been shared with the Massachusetts School Building Authority (MSBA) to review and get initial approval.

Mr. Polansky stated he reached out to other schools who have recently completed or are in the process of building to review their RFS's and get feedback.

Mr. Polansky stated the RFS is a templated document and the necessary language and time adjustments were made.

Mr. Polansky asked the committee if they had any comments or questions regarding the draft RFS.

Mr. Day asked if the other schools that were contacted were vocational schools.

Mr. Polansky stated all the schools he spoke to were vocational schools and stated as he reviewed the sample RFS documents shared with him the largest variation was point scoring.

Mr. Amaral requested clarification on the enrollment projections and space capacity which shows three boxes with a range of 560-810 students.

There was discussion surrounding enrollment projections and the need for additional clarifying language outlining Old Colony's intentions regarding enrollment in the new building and explanation of the range.

Mr. Polansky stated he would draft language and would share out with the group and requests feedback on the RFS by Wednesday, October 11th which he will edit and share back out with the group on October 13th.

Mrs. Bourque stated conversation are still being had with MSBA regarding the possibility of including the water tie into the cost of the project.

Mr. Polansky stated the OPM Selection Committee had to be formed and presented the names to the committee.

Mr. Polansky stated Mr. Al Amaral, Mr. Neil Regis, Mr. Brian Day, Mr. Robert Souza, Ms. Elizabeth Sulger, and Mr. Robert Field would be the 6 voting members while Mrs. Shirley Bourque, Mr. Aaron Polansky and Mrs. Sarah Griffith would be non-voting members who attend the meetings.

Mr. Polansky stated due to Mr. Neil Regis's employer, there may be a conflict of interest and will inform the committee if there is a need to appoint another member to the selection committee.

Mr. Townsend asked if a vote needed to be taken.

Mr. Polansky stated a vote is required by the Building Committee.

On a motion duly made by Mr. Mark Townsend and seconded by Mr. David Hughes to appoint Mr. Eldaro Amaral, Mr. Neil Regis, Mr. Brian Day, Mr. Robert Souza, Ms. Elizabeth Sulger, and Mr. Robert Field to the Owner's Project Manager (OPM) Selection Committee as voting members and Mr. Aaron Polansky, Mrs. Shirley Bourque, and Mrs. Sarah Griffith as non-voting members.

Mr. Day requested discussion regarding the appointment of Mrs. Bourque as an alternate voting member in the event of a tie.

Committee member agrees.

On a motion duly made by Mr. Mark Townsend and seconded by Mr. David Hughes, it was unanimously

Voted: To appoint Mr. Eldaro Amaral, Mr. Neil Regis, Mr. Brian Day, Mr. Robert Souza, Ms. Elizabeth Sulger, and Mr. Robert Field to the Owner's Project Manager (OPM) Selection Committee as voting members with Mrs. Bourque to be listed as an alternate voting member in the event of a tie while Mr. Aaron Polansky and Mrs. Sarah Griffith will be non-voting members.

12 – Yes

5 – Absent (S. Weigel, C. Plonka, D. Wojnar, N. Regis, J. Brodeur)

Mr. Polansky stated he will share the above vote with the full School Committee at the next meeting on October 18, 2023.

Mr. Polansky reviewed the Module 2 Orientation Procuring an Owner's Project Manager & Designer document with the committee.

Mr. Polansky reviewed sample questions for prospective OPM's from Whittier Tech and Bristol Plymouth highlighting the similarities.

Mr. Marshall inquired about including a question about whether or not the OPM has Errors and Omissions Insurance, if so have there been any claims against the policy, what were those claims, and what was the outcome of the filing.

Mr. Polansky requested the Building Committee review the sample questions that have been drafted and shared this evening and offer feedback by October 11th which he will edit and send back out on October 13th with the RFS draft update as well.

Mrs. Bourque requested a question be added in regards to closing out of project punch list items in a timely fashion.

Ms. Sulger asked who oversees the closing out of the project punch list.

Mrs. Griffith stated the Business Manager and Facilities Director work very closely with the OPM on those items.

Mrs. Griffith did state there is an option for Old Colony to hire an outside entity to oversee those items as well.

Mr. Polansky requested all feedback for the draft RFS and OPM questions be sent by October 11th which will be edited and shared back out with the group by October 13th.

Mr. Griffith stated the RFS will be posted in the central registrar on November 8, 2023.

Mrs. Bourque asked if there were any other questions or comments.

Meeting was adjourned at 6:48 p.m.

Respectfully submitted,

**Jolene Costa
District Committee Secretary**

Mrs. Shirley Bourque, Chairman

Date