

OLD COLONY REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL DISTRICT

**476 North Avenue
Rochester, MA 02770**

**Thursday
February 8, 2024**

SCHOOL BUILDING COMMITTEE MINUTES

Present: Mrs. Shirley Bourque, Mr. Stephen Lombard, Mr. Robert Marshall, Mr. David Hughes, Mrs. Maureen Townsend, Mr. Michael Lorencio, Mr. Brian Day, Mr. Robert Field, Mr. Mark Townsend, Mr. Eldaro Amaral, Mrs. Debra Quin, Mr. David Wojnar, Mr. Neil Regis, 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: Chief Scott Weigel, Mr. Justin Brodeur, Mr. Christopher Plonka, Ms. Elizabeth Sulger

Also: Mr. Chad Crittenden, PMA Project Director; Mr. Walter Hartley, PMA Senior Project Manager; Mr. Mark Adrean, PMA Project Manager

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.

Mrs. Bourque stated the first action on the agenda was to approve prior meeting minutes.

On a motion duly made by Mr. David Hughes and seconded by Mr. Robert Marshall, it was

Voted: To approve the October 3, 2023 School Building Committee minutes

11 – Yes

1 – Abstain (D. Wojnar)

4 – Absent (J. Brodeur, C. Plonka, E. Sulger, S. Weigel)

Mrs. Bourque turned the meeting over to PMA to review the MSBA Overview with the Committee.

Mr. Crittenden shared the project team email with the Committee and stated all emails will go to the entire team which helps with organization.

Mr. Crittenden reviewed the PMA Team and Subconsultants along with their respective roles throughout the project.

Mr. Crittenden reviewed and explained the different steps of the MSBA project.

Mr. Crittenden stated Old Colony is in the Feasibility Study phase which consists of Preliminary Design Program (PDP) and Preferred Schematic Report (PSR) which will be submitted to the MSBA upon completion.

Mr. Crittenden touched upon the other steps which consist of Funding the Project, Detailed Design, Construction and Completion and stated these topics will be reviewed in depth once those processes begin.

Mr. Crittenden reviewed the MSBA Reimbursement Rate Calculation which is done for each district and is based upon the points given for Base Points, Income Factor, Property Wealth and Poverty Factor.

Mr. Crittenden stated along with the above factors there are incentive points can also be earned through Maintenance, Major Reconstruction or Reno/Reuse and Energy Efficiency

Mr. Crittenden stated the MSBA reimbursement rate only applies to eligible project scope and there will be costs that will need to be 100% covered by the district and reviewed ineligible scope examples with the Committee.

Mr. Crittenden reviewed the MSBA Design Enrollment and stated the District's base is between 560-810 and reviewed the Space Summary Template and explained the need to stay within the recommended square footage calculated.

Mr. Crittenden stated the district could choose to build over the recommended square footage however the district would cover 100% of the cost.

Mr. Adrean reviewed the two Construction Delivery Methods, MGL Chapter 149, Design Bid Build and MGL Chapter 149A Construction Manager at Risk, the differences between the two and the pros and cons of each method.

Mr. Adrean explained the feasibility study and district goals will help in determining the best delivery approach for the project.

Mrs. Bourque inquired about any studies conducted relative to the two different delivery methods down the road and any findings as to the better method.

Mr. Adrean stated he is not aware of any studies conducted however PMA has used both delivery methods on many projects and have had issues on certain schools using both methods as well as being very successful.

Mr. Adrean stated it has more to do with the contractor and the project itself and is unable to link on or the other to a favorable or unfavorable result.

Mr. Hartley explained the Designer selection Process and getting a designer on board for the project.

Mr. Hartley stated PMA has been working with the District on developing the Designer RFS and it is currently at the MSBA under review and stated once approved the following steps will occur:

- **Advertise on central register and in local paper**
- **Allow for a four (4) week designer response period**
- **Include an informational site visit**

Mr. Hartley explained the Preliminary Review of Designer Submissions and the following steps:

- **PMA shares submissions with the Selection Subcommittee Members**
- **Verification of Submissions are complete and adequate**
- **Develop Matrix of Design Subconsultants**
- **Perform Reference Checks**
- **No Scoring or ranking prior to DSP meetings**

Mr. Hartley shared the Designer Selection Panel (DSP) meetings dates which are listed below and what will take place at each:

April 23, 2024

- **Review Designer Submissions**
- **Panel Ranks Firms First to Last**
- **Shortlist 3 Highest Ranked Firms**

May 7, 2024

- **Interview Shortlisted Candidates**
- **DSP Ranks Firms First to Last**
- **District/PMA Negotiate Contract with Top Ranked Firm**

Mr. Hartley stated the Designer Selection Panel consists of 13 members, made up of Architects, Engineering Companies, Contractors and MSBA Staff along with the three (3) Old Colony representatives.

There was discussion regarding the three (3) Old Colony representatives.

Mrs. Bourque stated Mr. Souza was voted at the last School Committee meeting to be a representative, Mr. Polansky will be a representative as well.

Mr. Polansky recommended Mr. Regis to be the third representative and stated this was based upon his experience in the field and on building projects.

Mrs. Bourque asked if there was any discussion and if anyone else would like to be considered.

No other committee members responded.

Mrs. Bourque asked Mr. Regis if he would accept the nomination.

Mr. Regis stated he would.

On a motion duly made by Mr. Townsend and seconded by Mr. Robert Marshall, it was unanimously

Voted to approve the nomination of Mr. Neil Regis as the third member of the Designer Selection Panel representative for Old Colony

Mr. Polansky stated the draft RFS has been shared with the Committee and opened up the floor for any questions or concerns.

Copies were distributed for those who requested them.

Mr. Hartley reviewed the Project Timeline which is as flows:

- **February 2024**

- **OPM Review Panel – Designer RFS**
- **Designer RFS**
- **March – May**
 - **Ed. Program Development**
 - **Designer Selection**
 - **MSBA DSP #1**
 - **MSBA DSP #2**
 - **Execute Contract**
- **May – September 2024**
 - **Ed. Program Finalized**
 - **Preliminary Design Program**
- **September – February 2025**
 - **Preferred Schematic Report**
 - **Feb 2025 MSBA Board**
- **Mar – October 2025**
 - **Schematic Design Period**
 - **MSBA Board approval of SD & issuing of the Project Scope and Budget Agreement October 2025 Target**
- **Fall 2025**
 - **District Approval & Vote**

Mr. Hartley reviewed the Project Schedule with the Committee and key dates and stated the next School Building Committee meetings should be scheduled the week of 4/1/24 and 5/6/24.

The Committee agreed to Monday, April 1, 2024 and Tuesday, May 7, 2024 or the upcoming meetings.

Mr. Polansky will make the PMA presentation available to the Committee as well as on the website for all communities to see.

Mr. Day inquired about trends on delivery methods.

Mr. Crittenden stated it is based upon the project however a town could prefer one method over another so all builds would be that one delivery method.

Mr. Lorenzo inquired about changing building codes and the effect on the project.

Mr. Crittenden said the change in codes does affect the cost component especially the energy efficiency piece.

Mr. Polansky discussed legislation that has been filed about expanding funding for vocational schools.

Mr. Polansky will share the Bill numbers with the committee.

Mr. Wojnar inquired about recent examples of districts with the same population and demographics other than Bristol Plymouth whose population is much larger.

Mr. Crittenden stated Middleboro High School is similar in size and went with a Design Bid Build delivery method at approximately \$650 per square foot.

Mr. Hartley stated the MSBA has all the projects available on their website and stated the cost per square foot is the number that they will be focused on keeping down.

Mr. Day asked PMA to expand on the definition of same site when it comes to demolition being in scope or out of scope in regards to funding, the footprint or parcel.

Mr. Crittenden stated it is the parcel and the District has plenty of room.

Mr. Day inquired about when towns taking on debt.

Mr. Crittenden stated about a year after the town vote which takes place in Fall 2025, FY27.

The next School Building Committee meetings are as follows:

Monday, April 1, 2024 – Library – 6:00 p.m.

Tuesday, May 7, 2024 – Library – 6:00 p.m.

Meeting was adjourned at 6:58 p.m.

Respectfully submitted,

**Jolene Costa
District Committee Secretary**

Mrs. Shirley Bourque, Chairman

Date