

ELHS School Building Committee
School Committee Conference Room and Zoom Meeting
March 9, 2023 – 4:00 PM

Attendees:

Stephen Chrusciel, School Building Committee Chair
Gordon Smith, Superintendent of Schools
Pamela Blair, Assistant Superintendent for Business
Frank Paige, ELHS Principal
Heather Brown, ELHS Director of Curriculum
Kathleen Hill, Town Council Member
Mary McNally, Town Manager (virtually)
Elizabeth (Beth) Marsian-Boucher, School Committee Member
Bruce Fenney, Superintendent of East Longmeadow DPW
Dr. Daniela LaBarre, School Psychologist and Faculty Member
Greg Thompson, School Committee Member
Ryan Quimby, Town IT Director
Tom Christensen, Deputy Town Manager
Kimberly Collins, Director of Municipal Finance (virtually)

Other Attendees:

Skanska USA Building, Inc.: John Benzinger, Dale Caldwell, Victoria Clifford
Design Team (JWA/SMMA): Kristian Whitsett, Helen Fantini, Jillian DeCoursey

Welcome & Approval of Meeting Minutes

- Stephen Chrusciel began the meeting at 4:02 PM.
- Stephen asked for a motion to approve the 2/9/2023 ELHSBC Meeting Minutes.
 - Mary McNally made the motion. Ryan Quimby seconded the motion.
 - Gordon Smith called a roll call vote:
 - Stephen Chrusciel - yes
 - Gordon Smith - yes
 - Pamela Blair - yes
 - Frank Paige - yes
 - Heather Brown - yes
 - Kathleen Hill - yes
 - Mary McNally - yes
 - Elizabeth (Beth) Marsian-Boucher - yes
 - Bruce Fenney - yes
 - Dr. Daniela LaBarre - yes
 - Greg Thompson - yes
 - Ryan Quimby - yes
 - Tom Christensen - yes
 - Kimberly Collins - yes
 - The motion passed.

Public Participants

- Stephen Chrusciel asked for any comments from community members in the gallery.
 - There were no comments.

Skanska Update - Recommendation for Construction Delivery Methods

- Skanska gave a presentation on construction delivery methods for the project; CM at Risk (CMR), or, Design-Bid-Build (DBB).
- Skanska reported that there is a schedule advantage for going with CM at Risk of about 6 months.
- Cost Considerations:
 - John Benzinger noted that he felt the CM at Risk approach would give East Longmeadow more cost security as the CM relationship is a partnership. John added that with the DBB approach, we lose the value of having the CM on during pre-construction and partnering on value engineering and early bid packages.
 - Skanska research shows there will be less coverage in Western Mass with DBB than CMR for our schedule.
 - John explained that with the CMR procurement process, East Longmeadow can choose the firm based on qualifications and price. The selection process for the DBB approach is based on price only.
 - Steve Chrusciel asked John to explain the procurement process for CMR.
 - John gave a high level overview:
 - The SBC will form a CM Selection Subcommittee
 - RFQ is advertised publicly
 - CM Selection Subcommittee will qualify the bidding firms
 - RFP is distributed to qualified bidders only
 - CM Selection Subcommittee evaluates firms based on qualifications and can elect to interview shortlisted firms
 - CM Selection Subcommittee awards firm based on qualifications and cost proposal
 - The Owner then can enter contract negotiation with the selected firm. The fee is fixed but all other general requirements are negotiable, and project team members can be handpicked by the Owner.
 - Steve asked what the range is for CM general conditions fees.
 - Skanska answered, about 7% - 8%.
 - Greg Thompson asked if a CMR would work within our budget.
 - Skanska answered, yes. The CMR would work within the proposed budget and make recommendations for value engineering if the program exceeds the budget.
 - Gordon Smith asked if the MSBA has a say in the procurement process.
 - Skanska answered, no, the MSBA is not involved in the selection process.
 - Tom Christensen asked if Trade Bidders are selected at the same time as a CMR.

- Skanska answered, no. Trade Bidders are selected after bid packages are finalized after the CM is brought on board.
- Steve Chrusciel asked for an explanation of filed sub-bidder vs non-filed sub-bidder.
 - Skanska explained that filed subs-bidders are procured thru a public process where bidders are qualified and then selected based on lowest bid. Non-filed sub-bidders submit bids to the CM directly, and the CM can negotiate price. With the CMR approach, accounting is still an open book for non-filed sub-bids.
- Pamela Blair asked how the CMR fee is structured.
 - Skanska explained that the CM is first contracted for Pre-Construction and then when bids are in, we enter a Guaranteed Maximum Price (GMP) Agreement, which once formalized, becomes the GMP Amendment to the hen will come to a GMP amendment.
- Steve Chrusciel asked if the same team is carried thru all phases.
 - Skanska answered that we can make it a contractual obligation for the team to stay consistent throughout the project.
- Beth Marsian-Boucher voiced concern with cost control of early bid packages with the CMR approach.
- Dale Caldwell, Skanska, added that the Skanska team has done both CMR and DBB. However, they feel there is an advantage to CMR for the ability to release early bid packages.
- John Benzinger, Skanska, added that with CMR, we can guarantee to use the same firm for the HS project and the separate pool project.
- A committee member asked how warranties work.
 - Skanska answered that the roof is warranties by the manufacturer. Most items will have a year warranty. We can elect to buy longer warranties.
- Danielle LaBarre asked delivery method comes with the least risk for the taxpayers.
 - John answered, in his opinion, CMR. Allowances and holds can be included to cover unforeseens.
- Steve Chrusciel asked what the MSBA Change Order reimbursement process is.
 - The Design Team answered that MSBA Change Order funding participation is capped.
- Greg Thompson asked the Design Team what their average change order percentage is.
 - The Design Team answered, mostly about 1%, some projects up closer to 3%.
- Bruce Feeney advocated for CMR due to partnership benefits.
- Kathy Hill advocated for CMR due to schedule benefits.
- **Pamela Blair made a motion to select the Construction Manager at Risk delivery method for the ELHS Project. Ryan Quimby seconded the motion.**
 - **Gordon Smith called a roll call vote:**
 - **Stephen Chrusciel - yes**
 - **Gordon Smith - yes**

- Pamela Blair - yes
- Frank Paige - yes
- Heather Brown - yes
- Kathleen Hill - yes
- Mary McNally - yes
- Elizabeth (Beth) Marsian-Boucher - yes
- Bruce Fenney - yes
- Dr. Daniela LaBarre - yes
- Greg Thompson - yes
- Ryan Quimby - yes
- Tom Christensen - yes
- Kimberly Collins - yes
- **The motion passed.**
- John Benzinger noted that Skanska will begin the procurement process by sending the Office of the Inspector General CMR Application. We should plan to have the CMR procured by the start of Design Development.
- Beth Marsian-Boucher asked if we can procure the CM prior to Town approval of the project.
 - John answered, yes, but they are not allowed to begin services until after vote approval.
 - Victoria Clifford, Skanska, added that at the next SBC meeting, the SBC can select members for a CM selection subcommittee.

MSBA Coordination

- MSBA PSR Review Comments
 - Kristian Whitsett, JWA, gave an overview of the MSBA PSR review comments received on 3/6/23. Comments were minimal, Kristian noted the following comments:
 - Hydrant flow test recommended during Schematic Design (SD)
 - Building Management system during SD
 - Proprietary items
 - Roof access for rooftop unit maintenance
 - Security
 - Circulation diagrams
 - District share costs will be calculated at the end of SD
- Space Summary Review
 - Kristian Whitsett, JWA, reported that the Design Team has a good indication of what is accepted and will not be accepted by MSBA space guidelines.
 - Kristian gave an overview of the current space summary.
 - Central Admin, IT, ELCAT included in the other ineligible category.
 - Helen Fantini asked for formal direction from the SBC to include these programs in the project.

- The SBC discussed if there would be opportunities for the Town to house these programs at any other Town properties.
- Greg Thompson voiced his support for housing the programs in the High School due to benefits for adjacencies.
- **Greg Thompson made a motion to include Central Admin, IT and ELCAT in the HS project. Daniella LaBarre seconded the motion.**
- **Discussion:**
 - **Mary McNally added that she wants to support the SBC but would want to define the cost before supporting this motion.**
- **Gordon Smith called a roll call vote:**
 - **Stephen Chrusciel - yes**
 - **Gordon Smith - yes**
 - **Pamela Blair - yes**
 - **Frank Paige - yes**
 - **Heather Brown - yes**
 - **Kathleen Hill - abstain**
 - **Mary McNally - no**
 - **Elizabeth (Beth) Marsian-Boucher - yes**
 - **Bruce Fenney - yes**
 - **Dr. Daniela LaBarre - yes**
 - **Greg Thompson - yes**
 - **Ryan Quimby - yes**
 - **Tom Christensen - no**
 - **Kimberly Collins - abstain**
- **The motion passed.**
-

Frank Paige left at 5:18 PM.

John Benzinger left at 5:22 PM.

Mary McNally left at 5:23 PM.

FAS Presentation Overview

- Kristian Whitsett, JWA, gave an overview of the MSBA FAS Presentation.
- Kristian reported that we expect to receive questions on the following:
 - Special Education
 - Outdoor Learning
 - Circulation
 - Accessibility
- Kristian noted that these presentation materials will be adopted for the upcoming Community Forum presentation.
 - Greg Thompson asked that we include code upgrade cost for the community forum

Community Outreach

- Victoria Clifford, Skanska, noted that we are prepping for the Community Forum on 3/16. Flyer will be posted on the website within the next few days.
- Topics to be presented include:
 - Process update
 - Schedule update
 - Design update
 - Why new?
 - Cost
 - Cost of a no vote
 - Schedule of future community forums
- The committee discussed a date for the next community forum:
 - The committee decided on May 18th 6 PM, at the Senior Center
- The committee discussed coordinating tax impact figures for the May community forum.

New Business

- Next SBC Meeting
 - April 6th, 4 PM.
- Greg Thompson asked how we can best move the pool project forward
 - Skanska recommended forming a separate building committee

Motion to Adjourn by Pamela Blair. Ryan Quimby seconded.

- **Gordon Smith called a roll call vote:**
 - **Stephen Chrusciel - yes**
 - **Gordon Smith - yes**
 - **Pamela Blair - yes**
 - **Frank Paige - absent**
 - **Heather Brown - yes**
 - **Kathleen Hill - yes**
 - **Mary McNally - absent**
 - **Elizabeth (Beth) Marsian-Boucher - yes**
 - **Bruce Fenney - yes**
 - **Dr. Daniela LaBarre - yes**
 - **Greg Thompson - yes**
 - **Ryan Quimby - yes**
 - **Tom Christensen - yes**
 - **Kimberly Collins - absent**
- **The motion passed unanimously.**

Adjourned at 5:51 PM.

Meeting Minutes respectfully submitted by, Victoria Clifford, Skanska.