

WAKEFIELD PERMANENT BUILDING COMMITTEE WAKEFIELD HIGH SCHOOL BUILDING COMMITTEE	WAKEFIELD MEMORIAL HIGH SCHOOL MEETING NOTES #23
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Date:	Tuesday August 02, 2022
Location:	Virtual "Zoom" Meeting
Time:	7:00 pm
Prepared BY:	Timothy Baker – Leftfield PM

Name		Present
Joseph Conway	Director of Public Works (Non-Voting)	✗
Julie Smith Galvin	Town Council (Non-Voting)	✗
Stephen P. Maio	Town Administrator (Non-Voting)	✗
Thomas Markham	School Committee Member (Non-Voting)	✗
Kevin Piscadlo	School Committee Member (Non-Voting)	✗
Dr. Doug Lyons	Superintendent of Schools (Non-Voting)	✓
Tim O'Brien	Facilities Director (Non-Voting)	✓
Joseph B. Bertrand	Permanent Building Committee, Chair (Voting)	✓
Timothy Demers	Permanent Building Committee (Voting)	✓
Charles L. Tarbell	Permanent Building Committee, Secretary (Voting)	✓
Jason Cohen	Permanent Building Committee (Voting)	✗
Janine R. Fabiano	Permanent Building Committee (Voting)	✗
John McDonald	Permanent Building Committee (Voting)	✗
Tom Galvin	Permanent Building Committee (Voting)	✓
Marc Moccio	Permanent Building Committee (Voting)	✓
Philip Renzi	Permanent Building Committee (Voting)	✓
Wayne Hardacker	Permanent Building Committee (Non-Voting)	✗
Amy McLeod	Wakefield Memorial High School Principal (Non-Voting)	✗
Joseph Mullaney	Wakefield Memorial High School Asst. Principal (Non-Voting)	✗
James Sullivan	Finance Committee (Non-Voting)	✗
Ian McKinnon	Community Member (Non-Voting)	✗
Jeffrey Cohen	Community Member (Non-Voting)	✗
Elizabeth Martin	Community Member (Non-Voting)	✗
Ray Thompson	Community Member (Non-Voting)	✗
Eric Lambiaso	Community Member (Non-Voting)	✓
Thomas Stapleton	Community Member (Non-Voting)	✗
Robert Arcari	Community Member (Non-Voting)	✗
Dylan Forester	Community Member (Non-Voting)	✗
Christopher Sallade	Community Member (Non-Voting)	✓
Sandra Clarey	Community Member (Non-Voting)	✗
Eric Hubert	Community Member (Non-Voting)	✗
Christine Bufagna	Community Member (Non-Voting)	✗
Jonathan Chines	Community Member (Non-Voting)	✓
Kim Hartman	Community Member (Non-Voting)	✓
Greg Liakos	Community Member (Non-Voting)	✗
William Karvouniaris	Community Member (Non-Voting)	✗
Kevin Pskadlo	Community Member (Non-Voting)	✗
Robin Greenberg	Community Member (Non-Voting)	✗
Andy Bray	Community Member (Non-Voting)	✗
Greg Williamson	Community Member (Non-Voting)	✓
Tom Stapleton	Community Member (Non-Voting)	✓
Mike Boudreau	Community Member (Non-Voting)	✓
Christopher Cheu	Community Member/Guest (Skanska) (Non-Voting)	✓

Name		Present
Lynn Stapleton	Leftfield Project Management	✓
Adam Keane	Leftfield Project Management	✗
Jim Rogers	Leftfield Project Management	✗
Timothy Baker	Leftfield Project Management	✓
Helen Fantini	SMMA	✗
Matt Rice	SMMA	✓
Brian Black	SMMA	✓
Martine Dion	SMMA	✗
Lorraine Finnegan	SMMA	✗
Lana Prokupets	SMMA	✗
Nick Ferzacca	SMMA	✗
Anthony Gray	SMMA	✗
Michael Dowhan	SMMA	✗
Meagan Collins	SMMA	✗
Erin Prestileo	SMMA	✗
Mark Sardella	Wakefield Daily Item	✓
Frank Hayes	Guest – Member of the Public (Bond Construction)	✓
David Capaldo	Guest – Member of the Public (Bond Construction)	✓
Justin Aubuchon	Guest – Member of the Public (Bond Construction)	✓
Robert Koenig	Guest – Member of the Public (Suffolk Construction)	✓

1. Meeting called to order at approximately 7:02PM. A quorum was present.

2. Public Participation

There was no public participation.

3. Administrative Actions

A. Meeting Minutes

The meeting minutes of the 07/14/22 Permanent Building Committee/School Building Committee Wakefield Memorial High School Project were presented for review.

Chip Tarbell made a motion to approve the Wakefield Memorial High School Meeting Minutes as presented. Seconded by Tom Galvin. Motion was approved unanimously.

4. Design Update

SMMA began reviewing current floor plan for the new High School. BB from SMMA presented the revised floor plan for level two with the addition of the interior north terrace wrapping around the dining commons along the front entrance of the new school. SMMA also reviewed the addition of a south exterior terrace along the science classrooms to allow access to outdoor learning classroom spaces. The southern terrace will be exposed to longer periods of sunlight and will allow for a longer growing season, which would be useful for biology classes, as well as for reduced maintenance, since it is removed from shaded areas allowing for faster snow melting as an example. BB presented the addition of a roof terrace, which is currently in an early conceptual stage of development.

CT, from the PBC, stated that he thought these conceptual ideas should be presented to the leadership group before soliciting feedback from the PBC. CT continued by stating some minor feedback regarding

the addition of the exterior terrace on the southern side of the building. He liked the terrace breaking up the exterior massing of academic wing. He would also like to see the addition of a terrace along the art classrooms as well. CT stated that if both exterior terraces are not feasible then he believes that an exterior terrace would be better utilized by art education. CT also stated that he would like the terraces to be reviewed with user group to make sure that the addition of the terraces does not interfere with teaching planning by becoming a distraction. SMMA also stated that the cost of the terraces would be reimbursable since they would be absorbed by the total cost of the project. The terraces will be designed and built to meet or exceed the building code and safety requirements.

5. Construction Manager at Risk Procurement Update

CT requested that a role call of voting Permanent Building Committee (PBC) be taken to confirm attendance of voting members. JB took a role call and the following voting members of the PBC were present:

- Timothy Demers
- Tom Galvin
- Phillip Renzi
- Marc Moccio
- Joe Bertrand, Chair of the PBC
- Chip Tarbell, Secretary of the PBC

A Quorum of the PBC was confirmed.

The following CM firms were interviewed on July 27 and 28. Two firms were interviewed each night in the following order.

1. Skanska
2. Shawmut
3. Suffolk
4. Bond

An Evaluation Matrix on the Technical Proposals was prepared by the LeftField and the Selection Subcommittee members scored each criteria category individually based on the requirements outlined in the Request for Proposals (RFP) For Construction Manager at Risk.

The Selection Subcommittee then ranked the CMs on their interviews based on how well each firm addressed the outline of topics provided, focusing on the CM's Team, Prior Experience, and their Approach to the Wakefield Memorial High School Project.

The Technical and Interview scores were entered into the Scoring Matrix which weighted the Technical Proposals at 25% and the Interviews at 50%.

The Price Proposals were then reviewed in comparison to each other. The Subcommittee decided to rank the Price Proposals in the order of lowest to highest based on the CM Fees which are the only price components that are non-negotiable.

The Price Proposals scores were entered into the Scoring Matrix and weighted at 25%. After all scoring categories were totaled, the overall score resulted in Bond Building Company being the highest ranked Construction Management firm. The top two firm's scores were very close and were only separated by 2/10 of a point.

PR stated that he is currently working with Bond Building on the Public Safety Project and that the meetings are well organized, and they are a well-run company, so he looks forward to working with them on the High School Project.

Chip Tarbell made a motion to approve Bond Building as the Construction Management firm for the Wakefield Memorial High School Project. Seconded by Philip Renzi. Motion was approved unanimously.

JB, Chair of the PBC, will serve a liaison on behalf of the PBC during contract negotiations and contract execution with Bond Building. The contract with Bond Building will only be executed for pre-construction services through Schematic Design. Bond Buildings contract will be amended to include all other phases of pre-construction, construction, and project closeout once the project receives Local and MSBA Board of Director's approval.

6. Schedule Update

LS continued by reviewing the current Schematic Design Schedule and upcoming meetings:

- Mechanical Systems Focus Group Meeting – August 3
- Site Focus Group Review Meeting – Week of August 8
- WMHS (GM2) and NERVTHS (Nitsch) Traffic Engineers potential Meeting (ahead of Traffic Advisory Committee meeting) –Week of August 22
- August 24 Public Forum – Canceled, to be rescheduled in September
- Traffic Advisory Committee (Joint Meeting with NEMT) – Week of August 29
- Sustainability Meeting – TBD
- Exterior Design Meeting – TBD
- WCAT Programming Meeting – TBD
- District Offices Programming Meeting – TBD

7. Next Permanent Building Committee/School Building Committee Meeting will be held on August 11, 2022.

Attachments:

- Leftfield Presentation 08/02/22
- SMMA Presentation 08/02/22

Town of Wakefield
Wakefield Public Schools

WAKEFIELD MEMORIAL HIGH SCHOOL PROJECT

Permanent Building
Committee
School Building Committee
Meeting
August 2, 2022



WAKEFIELD MEMORIAL HIGH SCHOOL

AGENDA:

1. Administrative Actions

- Review of July 14, 2022 Permanent Building Committee/SBC Meeting Minutes
- CM Procurement Update
- Approval of Recommended CM Firm

2. Schematic Design Progress

- Plan Development Progress
- Additional Site Investigations Recommended





4. Upcoming Design Meetings

- Review of Meetings Needed to Progress Design

Wakefield Memorial High School

1. Administrative Actions

Review of July 14, 2022 Permanent Building Committee/School Building Committee Meeting Minutes

							
WAKEFIELD PERMANENT BUILDING COMMITTEE WAKEFIELD HIGH SCHOOL BUILDING COMMITTEE		WAKEFIELD MEMORIAL HIGH SCHOOL MEETING NOTES #22		5. Construction Manager at Risk Procurement Update			
Date:	Thursday July 14, 2022			Five firms submitted Statements of Qualifications (SOQs) in response to the Request for Qualificat (RFQ) on June 1, 2022. SOQs are available to committee members to review electronically. Firms a listed in alphabetical order below:		responded that due to the ceiling heights of the gym and the relatively small building footprint of the proposed school would not allow the gym to be placed on the first floor. It was also stated the school's preference would be to leave the gym and auditorium in their current proposed locations. SMMA also stated is they were evaluating options to revise the loading dock to allow larger truck access, which the current proposed plan would not allow.	
Location:	Virtual "Zoom" Meeting						
Time:	7:00 pm						
Prepared BY:	Timothy Baker – Leftfield PM						
Name							
Joseph Conway	Director of Public Works	(Non-Voting)					
Julie Smith Galvin	Town Council	(Non-Voting)					
Stephen P. Maio	Town Administrator	(Non-Voting)					
Thomas Markham	School Committee Member	(Non-Voting)					
Kevin Piscadlio	School Committee Member	(Non-Voting)					
Dr. Doug Lyons	Superintendent of Schools	(Non-Voting)					
Tim O'Brien	Facilities Director	(Non-Voting)					
Joseph B. Bertrand	Permanent Building Committee; Chair	(Voting)					
Timothy Demers	Permanent Building Committee	(Voting)					
Charles L. Tarbell	Permanent Building Committee, Secretary	(Voting)					
Jason Cohen	Permanent Building Committee	(Voting)					
Janine R. Fabiano	Permanent Building Committee	(Voting)					
John McDonald	Permanent Building Committee	(Voting)					
Tom Galvin	Permanent Building Committee	(Voting)					
Marc Moccio	Permanent Building Committee	(Voting)					
Philip Renzi	Permanent Building Committee	(Voting)					
Nasos Phillips	Permanent Building Committee	(Non-Voting)					
Wayne Hardacker	Permanent Building Committee	(Non-Voting)					
Amy McLeod	Wakefield Memorial High School Principal	(Non-Voting)					
Joseph Mullaney	Wakefield Memorial High School Asst. Principal	(Non-Voting)					
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Name							
Lynn Stapleton	Leftfield Project Management						
Adam Keane	Leftfield Project Management						

Jim Rogers	Leftfield Project Management
Timothy Baker	Leftfield Project Management
Helen Fantini	SMMA
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Brian Black	SMMA
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Lorraine Finnegan	SMMA
Lana Prokupts	SMMA
Nick Ferzacca	SMMA
Anthony Gray	SMMA
Michael Dowhan	SMMA
Meagan Collins	SMMA
Erin Prestileo	SMMA

1. Meeting called to order at approximately 7:02PM. A quorum was present.

2. Public Participation
There was no public participation.

3. Administrative Actions

A. Meeting Minutes
The meeting minutes of the 07/14/22 Permanent Building Committee/School Buildin Wakefield Memorial High School Project were presented for review.

Chp Tarbell made a motion to approve the Wakefield Memorial High School Meeting presented. Seconded by Tom Galvin. Motion was approved unanimously.

6. FAQs (Frequently Asked Questions) Development

LF reviewed the HS FAQs sheet with the PBC and will update the sheet based on feedback from members of the committee. LF will present the FAQ sheet at the next PBC meeting before issuing advisory group.

7. Ineligible vs. Eligible Costs

- There is 47,692 GSF of known ineligible SF (Square Feet).
- The resulting cost of the ineligible SF is \$32,491,131.
- The cost was derived from MSBA's Form 3011 by entering the SF of ineligible spaces. The fe utilizes the overall proposed project costs entered and calculates the portion that will be ineligible for reimbursement.
- Final determination for eligibility of these spaces will not be finalized until after submission Schematic Design Package to the MSBA (Massachusetts School Building Authority). Some o square footage may ultimately be included in MSBA reimbursement, but the are currently i track as ineligible.

8. Design Update

SMMA began reviewing current floor plan for the new High School. There was discussion surround swapping locations of the gymnasium with the auditorium, as well as, if there was anyway the gyn could be relocated to the first floor from its current proposed location on the second floor. SMMA

5. Construction Manager at Risk Procurement Update			
Five firms submitted Statements of Qualifications (SOQs) in response to the Request for Qualificat (RFQ) on June 1, 2022. SOQs are available to committee members to review electronically. Firms a listed in alphabetical order below:			
i. Bond			
ii. Consigli			
iii. Shawmut			
iv. Skanska			
v. Suffolk			
TB reviewed next steps in the procurement process with committee members. The CMR Selection Subcommittee met on June 27, 2022 to review SOQs and prequalify firms to move onto the propo phase. The Subcommittee voted to prequalify all firms. LF issued the Request for Proposals on Tue June 28, 2022 with proposals due on July 20, 2022 at 2:00 pm. A walkthrough for perspective construction management firms was held at the existing High School on July 11, 2022 at 1:00PM L update the PBC/SBC at the July meeting. LF has scheduled two (2) nights to interview all 5 firms. T deliberate and identifying the final recommendation on Tuesday July 26 th and Wednesday July 27 th Subcommittee will bring their recommendation for approval by the PBC on July 28 th , 2022. This scl is to ensure that the Construction Manager is brought onboard in time to complete a Schematic D estimate due to the current high volatility in the construction marketplace.			
6. <u>FAQs (Frequently Asked Questions) Development</u>			
LF reviewed the HS FAQs sheet with the PBC and will update the sheet based on feedback from members of the committee. LF will present the FAQ sheet at the next PBC meeting before issuing advisory group.			
7. <u>Ineligible vs. Eligible Costs</u>			
<ul style="list-style-type: none">There is 47,692 GSF of known ineligible SF (Square Feet).The resulting cost of the ineligible SF is \$32,491,131.The cost was derived from MSBA's Form 3011 by entering the SF of ineligible spaces. The fe utilizes the overall proposed project costs entered and calculates the portion that will be ineligible for reimbursement.Final determination for eligibility of these spaces will not be finalized until after submission Schematic Design Package to the MSBA (Massachusetts School Building Authority). Some o square footage may ultimately be included in MSBA reimbursement, but the are currently i track as ineligible.			
8. <u>Design Update</u>			
SMMA began reviewing current floor plan for the new High School. There was discussion surround swapping locations of the gymnasium with the auditorium, as well as, if there was anyway the gyn could be relocated to the first floor from its current proposed location on the second floor. SMMA			
Attachments: <ul style="list-style-type: none">Leftfield Presentation 07/14/22SMMA Presentation 07/14/22			

ADS Environmental engineers were on site Tuesday 7/12/22 to conduct Soil probes and (LGCi) were on site to conduct soil borings. DPW and Facilities were on site for cleanup and supervision. Soil probes seemed to indicate clean soil, but SMMA was still awaiting lab results to confirm existing soil conditions. (LGCi) was present on site on Wednesday 7/13/22 to complete soil borings. DPW/Facilities were present for assistance with clean up at field. Test pits are scheduled 7/26/22. DPW will excavate and backfill the pits. SMMA will be on site for observations.			
LF continued by updating the PBC on current conversations with DCR concerning the hemlock rd. realignment. The Project Team, along with Town leadership (Tom Mullen - Town Legal Council, Steve Maio – Town Administrator, and Joe Bertrand – Chair of the Permanent Building Committee) met with the Department of Conservation & Recreation (DCR) officials on June 29, 2022 at 2pm. The consensus reached is that the realignment of hemlock rd. would trigger a Article 97 and DCR believed that construction a roundabout at Hemlock rd. and Farm St would not be feasible without taking additional DCR land and potentially private abutters land, and that a signal intersection would be DCR preferred design. LF will be in contact with Tom Mullen and Town Hall regarding next steps. LF will also contact PMA, OPM Northeast Regional Technical Vocational High School Project to coordinate traffic design, since both projects are on adjacent sites in Wakefield and will utilize Farm Street for access to both facilities. LF and SMMA will have a conversation offline about next steps before the next leadership meeting.			
9. <u>Schedule Update</u>			
LS continued by reviewing the current Schematic Design Schedule: <ul style="list-style-type: none">October 27, 2022 – Submit Schematic Design Submission to MSBADecember 21, 2022 – MSBA Board Meeting to approve Schematic Design SubmissionJanuary 2023 – Town Vote to approve project fundingFebruary 2023 – Execute Project Funding Agreement with the MSBA			
LF reviewed the PBC Meeting Calendar from now until June 2023. LF highlighted that the next PBC meeting has been changed to July 28, 2022 in order to accommodate the Construction Manager at Risk procurement schedule. The proposed August meeting dates will need to be confirmed if there are High School project needs to be discussed.			
10. Next Permanent Building Committee/School Building Committee Meeting will be held on July 28, 2022.			

WAKEFIELD MEMORIAL HIGH SCHOOL

1. Construction Management Procurement Update

Evaluation Process

1. The following CM firms were interviewed on July 27 and 28. Two firms each night in the following order.
 - Skanska
 - Shawmut
 - Suffolk
 - Bond
2. An Evaluation Matrix on the Technical Proposals was prepared by the LeftField and the Selection Subcommittee members scored each criteria category individually based on the requirements outlined in the Request for Proposals (RFP).
3. The Selection Subcommittee then ranked the CMs on their interviews based on how well each firm addressed the outline of topics provided, focusing on the CM's Team, Prior Experience and their Approach to the Wakefield Memorial High School Project.

WAKEFIELD MEMORIAL HIGH SCHOOL

1. Construction Management Procurement Update

Evaluation Process

4. The Technical and Interview scores were entered into the Scoring Matrix which weighted the Technical Proposals at 25% and the Interviews at 50%.
5. The Price Proposals were then reviewed in comparison to each other. The Subcommittee decided to rank the Price Proposals in the order of lowest to highest based on the CM Fees which are the only price components that are non-negotiable.
6. The Price Proposals scores were entered into the Scoring Matrix and weighted at 25%.
7. The overall score resulted in Bond Building being the highest ranked CM.

WAKEFIELD MEMORIAL HIGH SCHOOL

1. Construction Management Procurement Update

Approval of CM Firm

The CM Selection Subcommittee recommends that the Permanent Building Committee vote to approve Bond Building as the Construction Management firm for the Wakefield Memorial High School Project.

WAKEFIELD MEMORIAL HIGH SCHOOL

2. Schematic Design Progress

SMMA Presentation

WAKEFIELD MEMORIAL HIGH SCHOOL

3. Upcoming Design Meetings

Review of Meetings Needed to Progress Design

1. Mechanical Systems Focus Group Meeting – August 3
2. Site Focus Group Review Meeting – Week of August 8
1. WMHS (GM2) and NEMT (Nitsch) Traffic Engineers potential Meeting–Week of August 22
2. Public Forum – August 24
4. Traffic Advisory Committee (Joint Meeting with NEMT) – Week of August 29
5. Sustainability Meeting – TBD
6. Exterior Design Meeting – TBD
5. WCAT Programming Meeting – TBD
6. District Offices Programming Meeting – TBD

WAKEFIELD MEMORIAL HIGH SCHOOL

4. Project Schedule Review

Meeting Calendar Update & Review of Future Dates

2022 - 2023
PERMANENT BUILDING COMMITTEE MEETINGS

- Note changes to PBC Meeting dates in July/August
- Need to confirm August dates
- Need to Confirm Public Forum for August 24

JUNE	16	JANUARY	12
JULY	14		
AUGUST	2 11 25	FEBRUARY	9
SEPTEMBER	8 22?	MARCH	9
OCTOBER	6 20	APRIL	6
NOVEMBER	10	MAY	11
DECEMBER	8	JUNE	8

SMMA

Wakefield Memorial High School

SD Plan Review

PBC SBC Meeting

08.02.2022

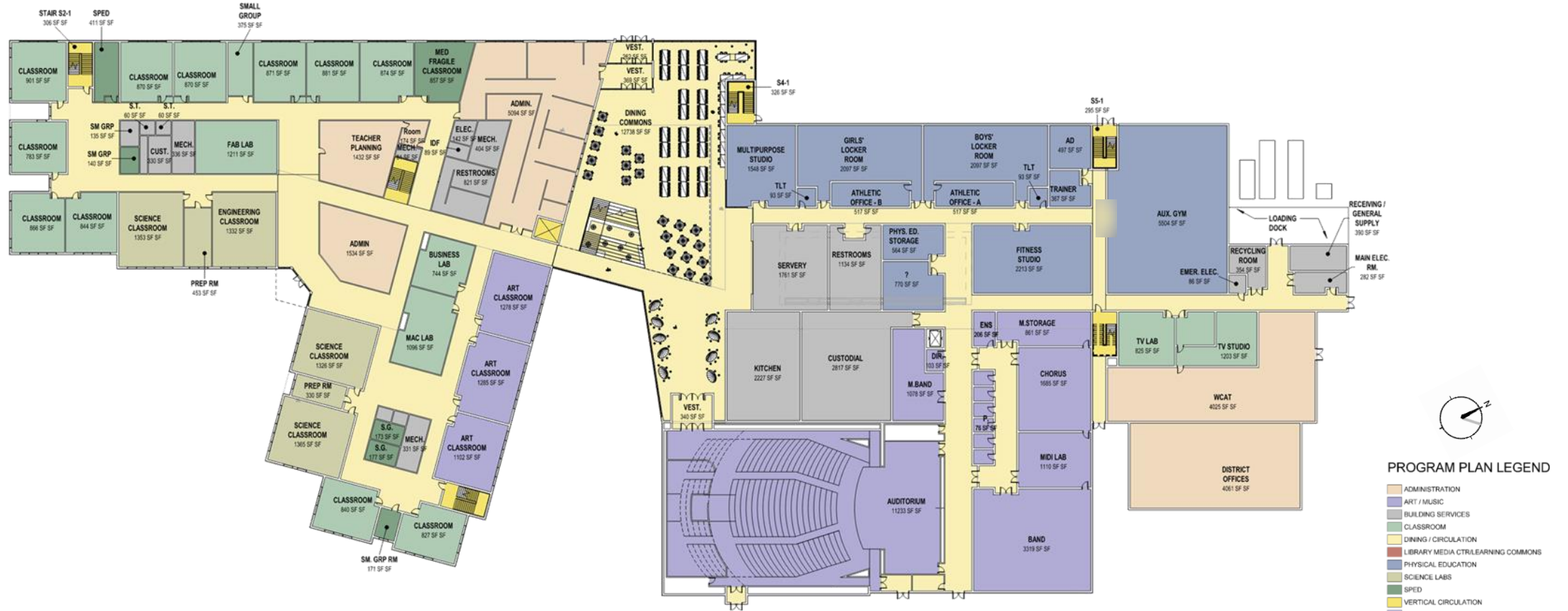


Agenda

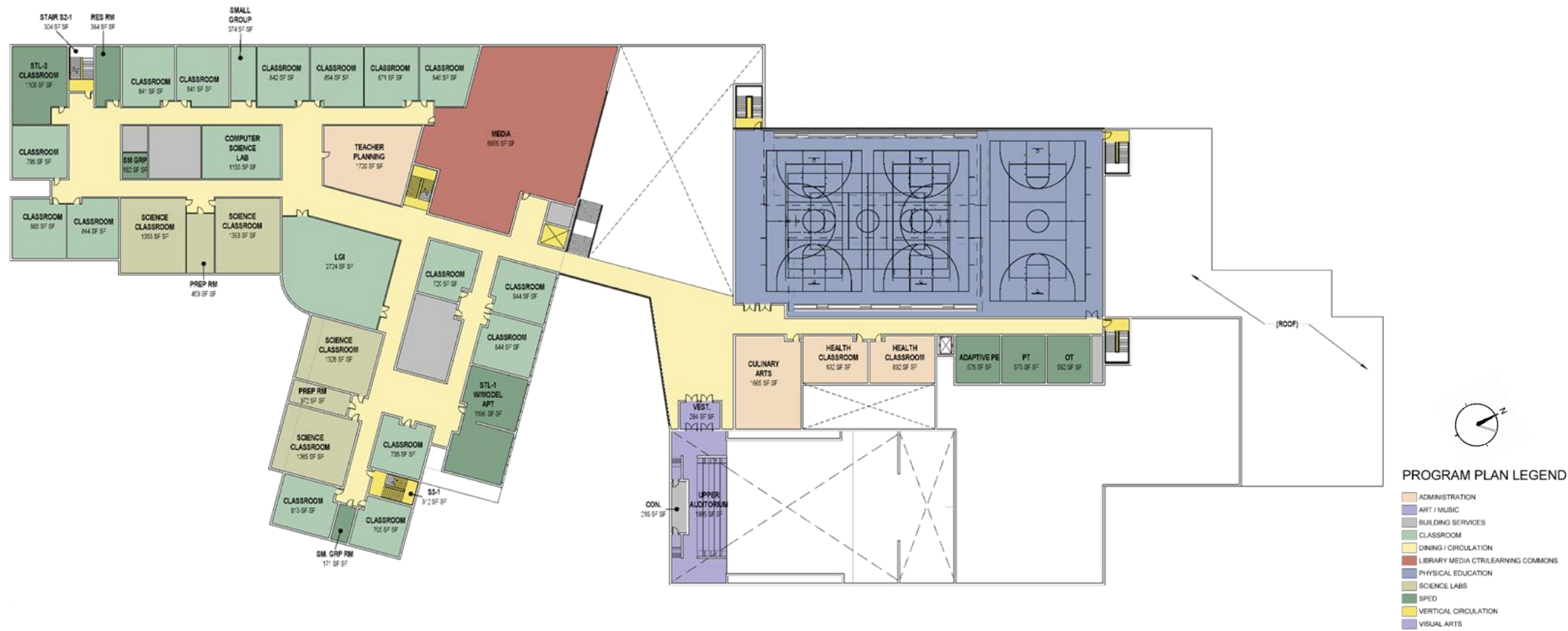
Schematic Design Plan Development Update

- » **7.21 Ed Planning Review Recap**
 - Classroom Neighborhoods
 - Dining Commons/Media Center
- » **Current Studies**
 - Academic Wing Stepping Options
- » **Next Steps**
 - Admin, Student Services, Entry and Servicing

Level 1 Plan – Current

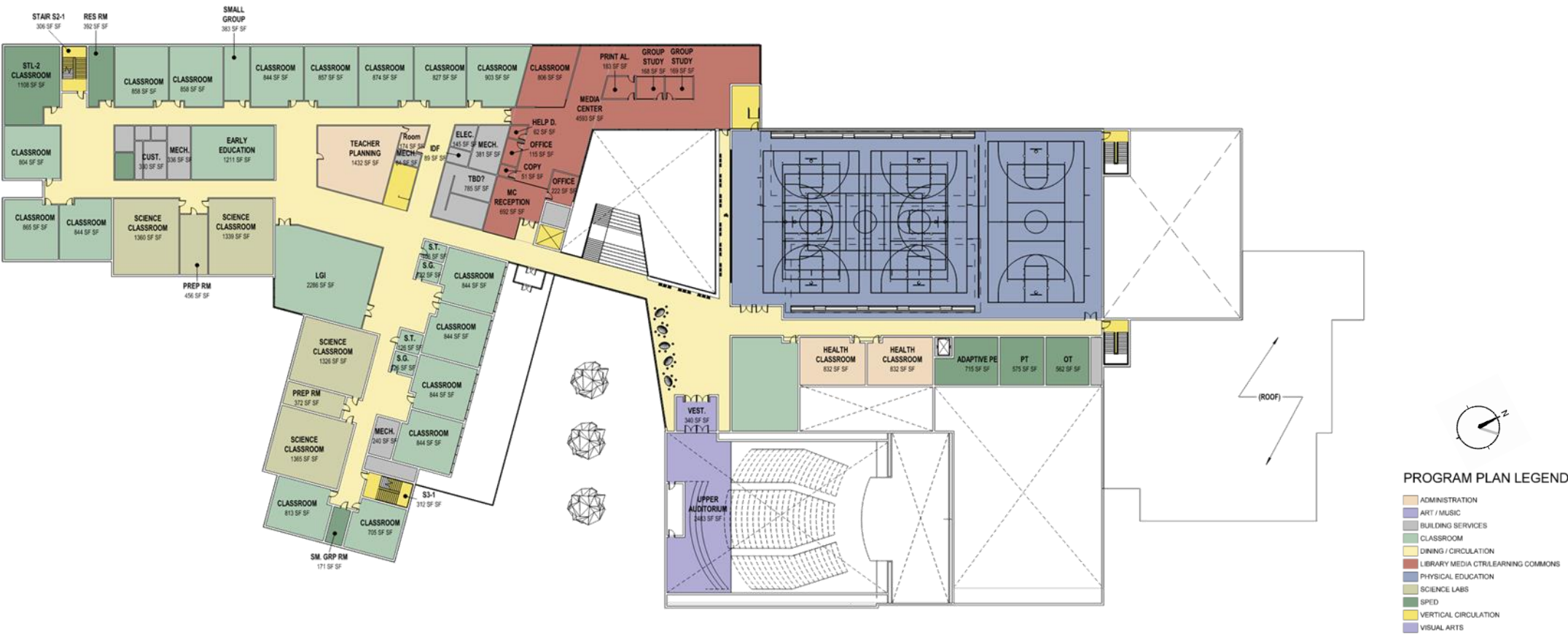


Level 2 Plan – 7.21.22



WAKEFIELD MEMORIAL HIGH SCHOOL

Level 2 Plan – Current



Heart of the School

| SMMA

Dining Commons



Media Center / Learning Commons



Dining / Learning Commons



Dining / Learning Commons



Dining / Learning Commons



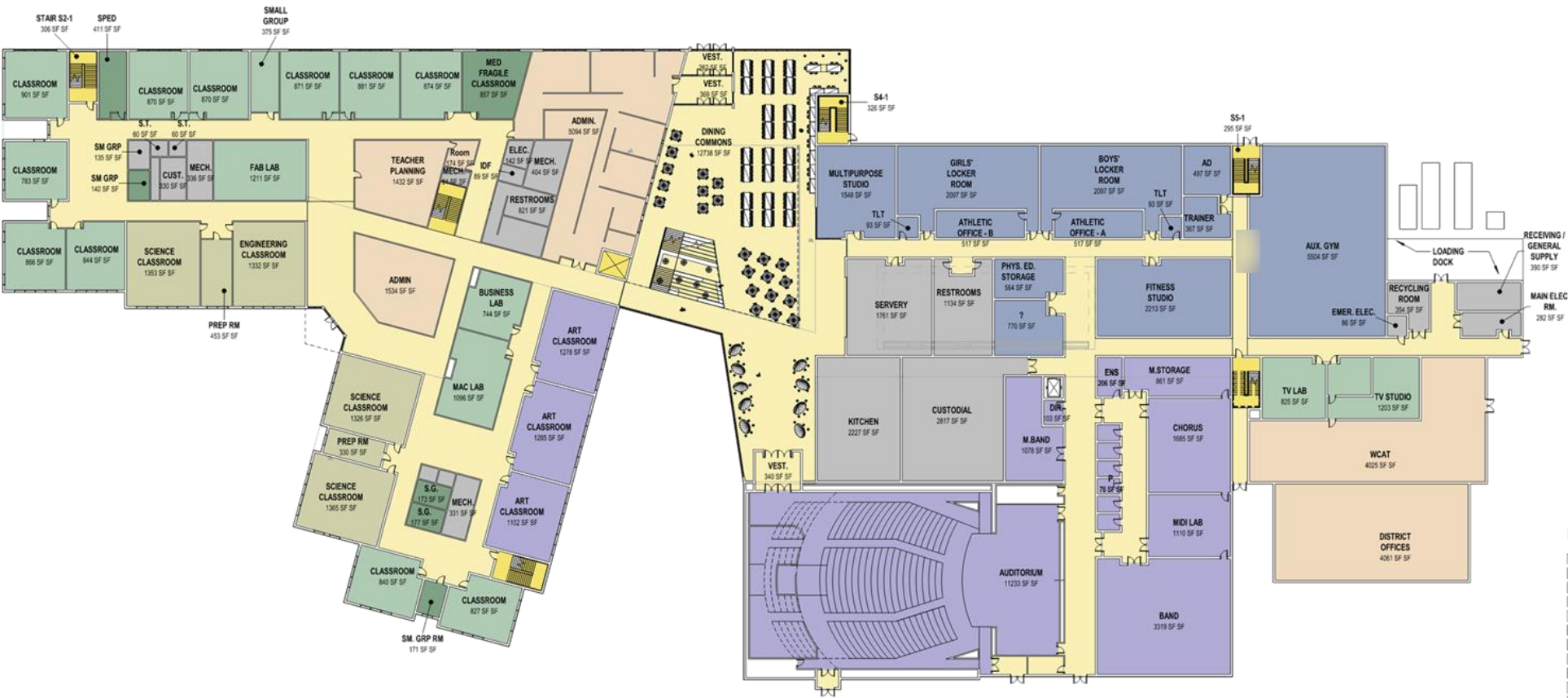
Dining / Learning Commons



Dining / Learning Commons



Level 1 Plan – Current



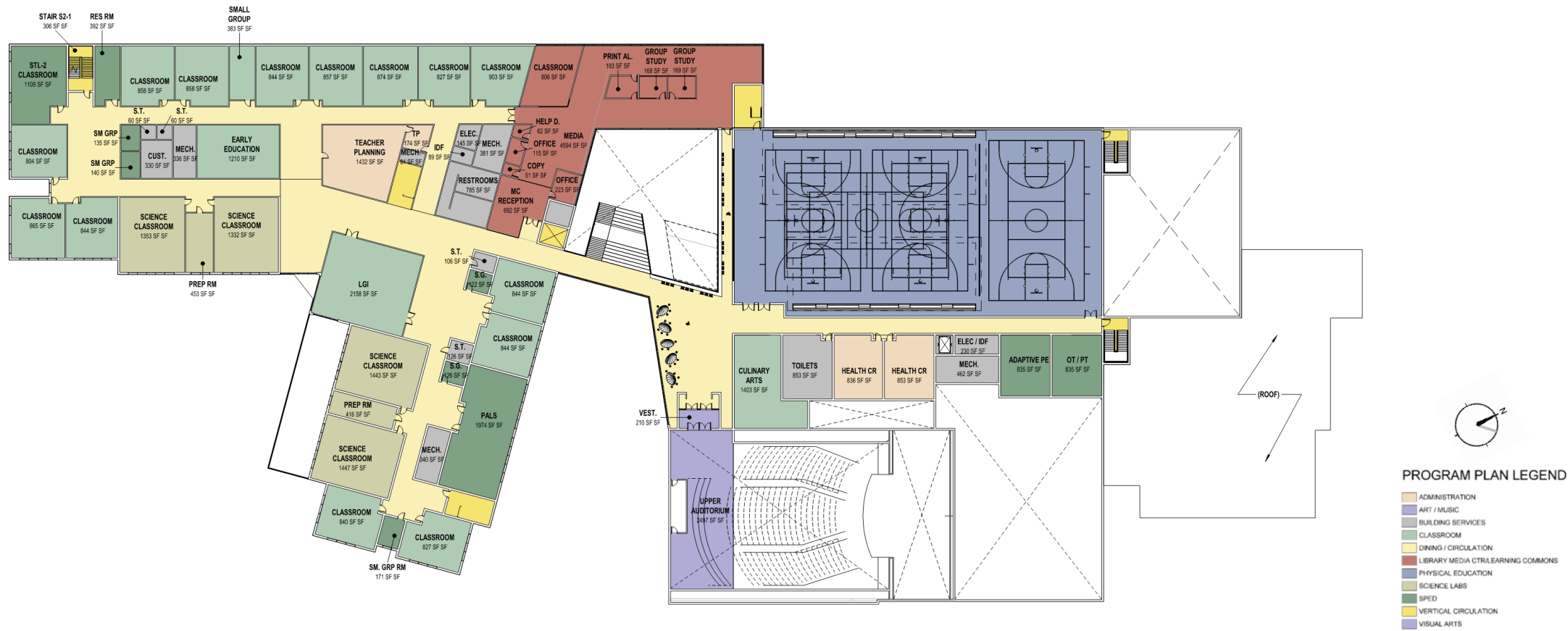
PROGRAM PLAN LEGEND

- ADMINISTRATION
- ART / MUSIC
- BUILDING SERVICES
- CLASSROOM
- DINING / CIRCULATION
- LIBRARY MEDIA CTR/LEARNING COMMONS
- PHYSICAL EDUCATION
- SCIENCE LABS
- SPED
- VERTICAL CIRCULATION
- VISUAL ARTS

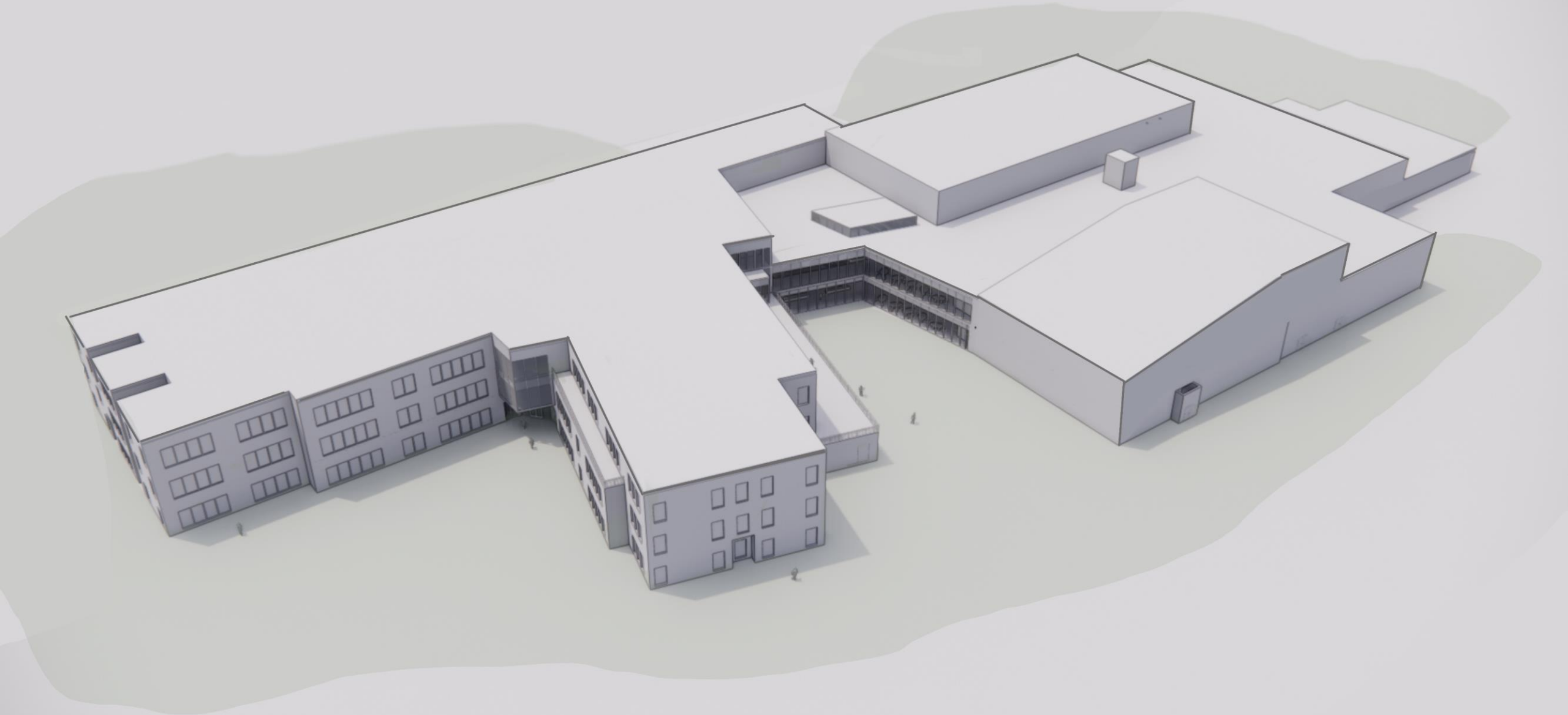
Level 2 Plan – North Terrace Option



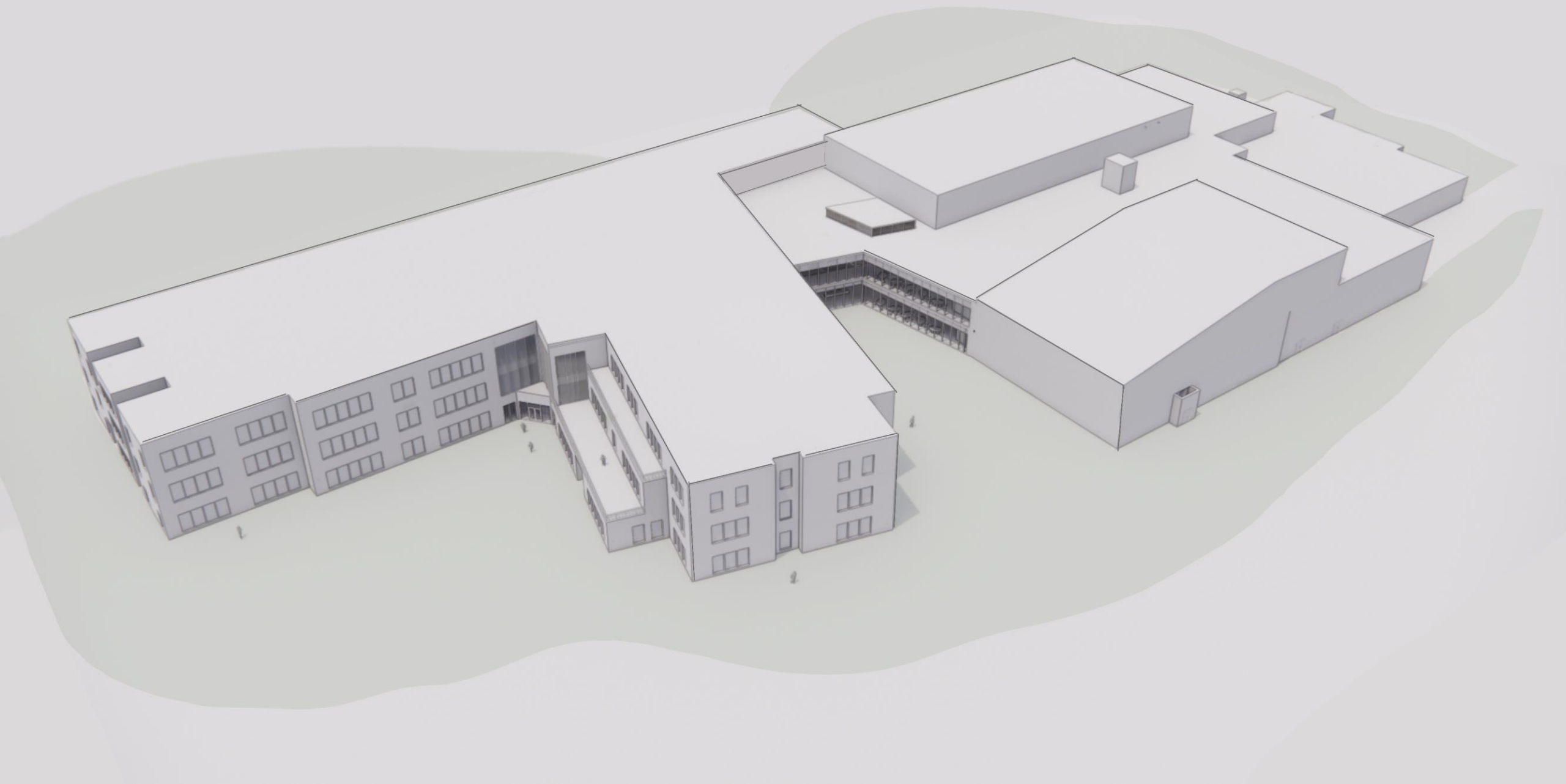
Level 2 Plan – South Terrace Option



Academic Wing Massing – Terrace Option: North



Academic Wing Massing – Terrace Option: South



Academic Wing Massing – Terrace Option: South



Academic Wing Massing – Terrace Option: North



» North Terrace Option

- Expands extents of outdoor commons space
- Connects directly to the heart of the school
- Situated on the potentially more active side of the school
- Less solar exposure, shorter seasons for use

Academic Wing Massing – Terrace Option: North



Roof Terrace as Outdoor Classroom



Academic Wing Massing – Terrace Option: North



Academic Wing Massing – Terrace Option: South



» South Terrace Option

- Expands extents of academic commons space
- May connect directly to the LGI
- Situated on the potentially quieter side of the school
- Greater solar exposure, longer seasons for use

Academic Wing Massing – Terrace Option: South



Thank you!

