

MARSHALL MIDDLE SCHOOL – LYNN, MA	MEETING MINUTES
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School Building Committee (SBC) Meeting No. 15	February 28, 2014
Location:	100 Bennett Street, Room 204 - Staff Development Room
Time:	10:00 AM

Attendees:

Name	Assoc.	Present
Edward Calnan	SBC	Y
Richard Cowdell	SBC/Principal – TMMS	N
Michael Donovan	SBC/ISD/Building Commissioner	Y
John Ford	SBC/School Committee + Rep Steven Walsh	Y
Richard Fortucci	SBC/Treasurer/CFO	Y
Thomas P. Iarrobino	SBC/School Committee Secretary	Y
Catherine Latham	SBC/Superintendent	Y
Sue Rowe	SBC/Dir. Curriculum & Instruction	N
Jaye Warry	SBC/Deputy Superintendent	N
Charles E. White	SBC/Purchasing Agent	N
<i>Darren Cyr</i>	<i>Councilor Ward 3</i>	<i>N</i>
<i>Patrick Santerre</i>	<i>TMMS Parent</i>	<i>N</i>
Brant Duncan	Lynn Teachers Union	N
Gene Raymond	Raymond Design Associates (RDA)	Y
Jeffery Luxenberg	Joslin, Lesser + Associates (JLA)	Y
Lynn Stapleton	Joslin, Lesser + Associates (JLA)	Y
Mike Mallet	Walsh Brothers Inc. (WBI)	Y
Brian Bianchi	Walsh Brothers Inc. (WBI)	N
Mazi Hashemi	Walsh Brothers Inc. (WBI)	N

Superintendent Latham called the meeting to order at 10:05 AM. There was a quorum of the School Building Committee voting members in attendance.

I. Design Update

Further Development

1. The Community Health Suite downsize to the agreed 800 SF was finalized and approved. The second Counseling Office and the custodial space in Community Health were deleted to achieve the agreed SF.

2. In the health Suite, there should be base cabinets and lockable upper cabinets.
3. In the 8th grade Science Labs fume hoods were added.
4. The Kitchen layout was finalized. There will be 4 serving lines. The adjacent custodial space will share the restrooms and locker space with the kitchen staff.
5. The Cafeteria/Gymnasium corridor will have skylights along the length to provide natural lighting. At the Cafeteria wall along the corridor, consider glazed vertical garage type doors to close off the Cafeteria. The double doors in the corridor near the Cafeteria to the academic wing should reverse the swing of the doors for lock-down.
6. The Gymnasium and Cafeteria will also have skylights. The audio/visual equipment needs of the two spaces will be reviewed in an upcoming A/V Meeting. Consider bi-fold partition at the stage in lieu of the vertical partition.
7. The main Lobby was reviewed. There will be a skylight from the roof and a glazed opening between the 4th and 3rd floors. The 1st and 2nd floors will be open to each other. Power and data will be provided in the lobbies, gym, cafeteria, Lobby Bridge and upper levels of the connector.
8. The exterior design was reviewed regarding materials that will be used. There will be Exterior Design Review Meetings scheduled to finalize the exterior design. Consider no windows on the north and east walls of the Gymnasium.
9. A Photo-voltaic Roof Study was conducted to analyze the available space, shading of equipment screen walls and the solar orientation. It was determined that there was limited roof space for Photo-voltaics. The SBC decided that there should be no provisions for Photo-voltaic.

The following vote was taken:

Motion: Motion made and moved by Mike Donovan that the Thurgood Marshall Middle School Building Committee vote to make no provisions for current or future photo-voltaics on the roofs. Seconded by Ed Calnan.

Vote: 6 in favor, 0 against. There was a majority vote and the motion passed. There was no further discussion.

Site Plan Modifications

10. The section of the site in front of the residential property to the south of the site will be taken out of the limit of work area for the project. The retaining wall along the south will demark the limit of work.
11. The existing retaining wall was discussed and the extent of retention and replacement was outlined. For the new retaining wall along the 50-foot railroad buffer line, a gravity block type wall construction will be used which requires no foundation since construction will need to be outside the buffer line. The retaining wall should be pulled inside the 50-foot buffer line.
12. Site fencing was discussed. The fence along the neighbor to the South's property should be replicated in terms of height. Black vinyl chain link fencing will be used predominantly. Sections will be higher where the elevation drops to maintain a constant fence height elevation. Fencing will be along the east side along the railroad tracks and along the south side atop the retaining walls. A 14-foot high visual screen will be used along the east side for the length of the courtyard opening.
13. There are three utility pole relocations planned along Brookline Street to avoid curb cuts. A meeting is scheduled for March 6th with NGRID, Verizon, Comcast and City Utilities. Construction cannot be within

10 feet horizontally of the poles. RDA is to review the pole locations and the distance to the entrance canopies. RDA should provide drawings to NGRID, particularly a section through the building to the street.

14. A booster is needed for the school's gas service. The street gas line does not have the pressure but does have the volume.
15. The extent of foundation demolition is included in the Scope Riders in Division 1 and a unit price per LF of foundation demolition is requested to add or deduct as required.
16. It was noted that a maximum of H2O highway loading over the culvert will be allowed. A pre-existing survey of the culvert was performed. Periodic surveys will be required throughout construction to monitor effects on the culvert.
17. Sovereign will monitor vibrations throughout construction.

Relocation of Water Service for Durkee Mower

18. The water service line to the Durkee Mower Company runs across the project site. The water line will need to be removed to accomplish the site work. It is preferred that the water line not cross the school site. Therefore, a new water line will be run from Empire Street. The length of water line from Empire Street equals the length of run that would need to be replaced across the site. The site contractor will run the new water line to outside the building and the Durkee Mower plumber will bring the water line into the building.

Update on MSBA Responses

19. There were two main conditions in MSBA's comments on the building flip. One was regarding informing the neighborhood of the building change and the other was gaining control of the residential properties. There was a Neighborhood Meeting on February 18, 2014 where the design changes were presented and discussed. All questions were answered and there were no major concerns voiced. One residential property is vacant and the second property will be vacated by March 7, 2014.

II. Limited Response Action Update

20. The Limited Response Action (LRA) #2 is complete. Regarding the confirmatory analytical results for the LRA, the contaminant of concern was non-detect. The LRA Report is being prepared by Sovereign and will be complete by March 12th.

III. Residential Properties

Access for HAZMAT Surveys

21. The HAZMAT surveys will be conducted the week of March 10, 2014 after both homes are vacated. Sovereign will conduct the HAZMAT surveys and provide the report. The City' on-call abatement contractor will then perform any abatement required.
22. Air clearance testing will be performed by Sovereign.

Early Bid Package No. 2

23. There will be no Early Bid Package No. 2 for abatement and demolition of the buildings on site. The abatement will be by the City's on-call abatement contractor and the demolition will be incorporated in the early Bid Package No. 1. Abatement will be complete prior to the CM's mobilization on site.

IV. Review of Early Bid Package No. 1 and Bid Schedule

Early Bid Package No. 1 (EBP 1)

24. The Early Bid Package No. 1 will include Demolition, Sitework, Concrete, Piles, Structural Steel, Underground Plumbing, Underground Electrical and Elevator. EPB 1 will start bidding on March 5. Trade contractor bids will be due March 27. The Addendum for Structural Steel will be issued March 31. All Subcontractor bids are due April 18 with “Best & Final” bids due April 25, 2014.

EBP 1 Schedule Overview

25. April 28, 2014 – Site Mobilization
May 1 – June 15, 2014 – Prep for Piles
June 15 – August 15, 2014 – Driving Piles
October 2014 – Steel Erection Begins

Update on Review of Division 0

26. The Design Team has collectively reviewed and coordinated Divisions 0 and 1. The final Divisions 0 and 1 will be provided to the City for review today. Any comments will be picked up by addendum. Early Bid Package No. 1 will be out for bid on March 5, 2014.

27. Include Rodent Control in Division 1.

28. The Construction Schedule and Logistics Plan will be included in Division 1. Working hours on site will be 7 AM to 4 PM. The steel, piles, etc. delivery protocol will be detailed in Division 1.

Approval to Release for Bid

29. The SBC discussed the Early Bid Package No. 1 and Bid Schedule and decided to vote to release the package for bid.

The following vote was taken:

Motion: Motion made and moved by Mike Donovan that the Thurgood Marshall Middle School Building Committee vote to release the early Bid Package No. 1 for bid on March 5, 2014. Seconded by Tom Iarrobino.

Vote: 6 in favor, 0 against. The vote was unanimous and there was no further discussion.

30. The SBC received bids from three printing companies: Benjamin Franklin Smith Printers; Andrew T. Johnson Printers; and Air Graphics. The low bidder was Andrew T. Johnson Printers (ATJ). The SBC voted to select the low bidder.

The following vote was taken:

Motion: Motion made and moved by Mike Donovan that the Thurgood Marshall Middle School Building Committee vote to select Andrew T. Johnson Printers as the printer for all project bidding. Seconded by Ed Calnan.

Vote: 6 in favor, 0 against. The vote was unanimous and there was no further discussion.

V. Update from Prequalification Committee

List of Prequalified Trade Contractors

31. The Prequalification Committee received and reviewed all the Statements of Qualifications (SOQ) received from the Plumbing, Electrical and Elevator Trade Contractors. A Prequalification Meeting was held to review and compile the scoring of the members and to determine the prequalified Trade Contractors. JLA handed out the list of prequalified Trade Contractors and noted that scoring of each contractor is

available for review. There was only one SOQ received for Elevators and therefore, the bidding of Elevators will revert to the CM.

Approval to Notify Prequalified Trade Contractors

32. The Prequalification Committee requested that the SBC vote to notify the prequalified Trade Contractors of qualification today in advance of the March 5th bid.

The following vote was taken:

Motion: Motion made and moved by Mike Donovan that the Thurgood Marshall Middle School Building Committee vote to notify the prequalified Trade Contractors today, February 28, 2014. Seconded by Ed Calnan.

Vote: 6 in favor, 0 against. The vote was unanimous and there was no further discussion.

VI. Review of Responses to Request for Services (RFS)

Structural Peer Review

33. Proposals and qualifications were received from eight Structural Engineering firms: CBI; Foley Buhl Roberts; LeMessurier; RSE Associates; Simpson, Gumpertz, Heger; Souza True; Steere Engineering; and Weidlinger. The City recommended CBI be awarded the Structural Peer Review services.

Geotechnical Peer Review

34. Proposals and qualifications were received from three Geotechnical Engineering firms: Geotechnical Services Inc. (GSI); McPhail Associates; and Simpson, Gumpertz, Heger. The City recommended McPhail Associates be awarded the Geotechnical Peer Review services.

Approval to Award

35. The SBC voted to follow the recommendations of the City for the Structural and Geotechnical Peer Reviewers.

The following vote was taken:

Motion: Motion made and moved by Tom Iarrobino that the Thurgood Marshall Middle School Building Committee vote to award CBI, Inc. the Structural Peer Review services and McPhail Associates the Geotechnical Peer Review services. Seconded by John Ford.

Vote: 6 in favor, 0 against. The vote was unanimous and there was no further discussion.

VII. Review of Testing and Inspections Request for Proposals

36. JLA will provide the Testing and Inspections Request for Proposals for review of the Design Team, the SBC and the City.

37. The following firms will be invited to submit proposals: Briggs Engineering and Testing; John Turner Consulting; Professional Services Industries; and Terracon Consultants.

VIII. Other Business

38. There was no other business noted.

IX. Meeting Schedule

39. The next SBC meeting was scheduled for:

- TMMS Building Committee Meeting April 2, 2014 Room 204 2:00 PM

Future Working Group Meetings will be scheduled at the conclusion of each meeting on an as needed basis.

X. Adjourn

Vote to Adjourn

40. The following vote was taken:

Motion: Motion made and moved by Dr. Latham that the Thurgood Marshall Middle School Building Committee vote to adjourn the meeting at 12:35 PM. Seconded by Mike Donovan.

Vote: 6 in favor, 0 against. The vote was unanimous and there was no discussion.

Respectfully submitted,

Lynn Stapleton

Joslin, Lesser + Associates, Inc.