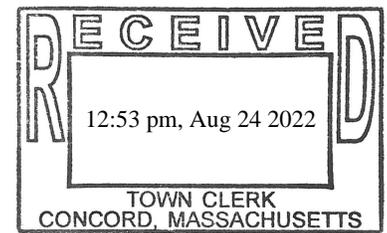


**Concord Middle School Building Committee  
Meeting Minutes  
March 24<sup>th</sup>, 2022**



Name	Present	Name	Present	Name	Present
<b>CONCORD MIDDLE SCHOOL BUILDING COMMITTEE:</b>					
Alexa Anderson*	P	Jon Harris	P	Chris Popov*	P
Court Booth*	P	Russ Hughes	P	Charlie Parker*	P
Heather Bout*	P	Laurie Hunter*	P	Matt Root*	P
Frank Cannon*	P	Matt Johnson*	P	Jared Stanton	P
Justin Cameron	P	Amanda Kohn	P	Steven Stasheski*	P
Peter Fischelis*	NP	Kerry Lafleur	P		
Dawn Guarriello*	P	Pat Nelson*	P		
<b>Hill International</b>					
Peter Martini	P	Ian Parks	P	Susan McCann	P
John Cutler	P				
<b>SMMA / Ewing Cole</b>					
Lorraine Finnegan	P	Matt Rice	P	Keith Fallon	P
Will Smarzewski	P	Phil Poinelli	NP	Nicole Bronola	P

P=Present, NP= Not Present

\*=Voting Member

**Call to Order**

Co-Chair Dawn Guarriello called the meeting to order at 7:37 A.M. via Zoom Virtual Conference call. A recording of the meeting will be made available at the Concord Public School’s project page and Town of Concord’s website.

A link to the recording is also below:

[CMSBC Meeting - Zoom](#)

**Approval of Minutes**

Dawn Guarriello announced the School Building Committee needed additional time to review the 2/17 meeting minutes and as such there was no vote to approve the minutes.

**Correspondence & Communications**

Heather Bout reported the School Building Committee had received two emails from the public. She also reported that she was sending out the School Building Committee reports after each meeting.

Matt Johnson informed the committee that he received a letter from the Special Education Parent Advisory Council requesting a seat on the Concord Middle School Building Committee. He noted he would forward the letter to the rest of the committee.

**Design Development Kick-off Tasks**

Lorraine Finnegan reported updates on a number of kick-off tasks SMMA had reviewed at the February SBC meeting. SMMA, Hill, and the Concord Middle School Staff met on March 22<sup>nd</sup> and 23<sup>rd</sup> to review and

continue working on the educational programming as Design Development continued. Keith Fallon reported on specific items discussed at the Educational Programming meetings.

### **Value Management Log Open Items**

Lorraine Finnegan reported that the traffic study had been conducted in early March and a report would be available April 15<sup>th</sup> after SMMA had reviewed the report internally.

Geotechnical investigations concluded March 24<sup>th</sup>. SMMA will provide a report when it is available, but after preliminary conversation with their geotechnical engineer, the results are positive. Lorraine further reported that she had spoken with the geoenvironmental engineer and they are waiting on the results as well. The geoenvironmental wanted to know how much of the soil the project intends to reuse since sampling frequency is based on the volume of export. SMMA is awaiting information from the geotechnical engineer before they proceed with soil sampling.

Lorraine Finnegan reported, based on the hydrany flow testing outcome, that the project will need a fire pump and a water booster pump. Both the fire pump and the water booster pump had space and funds factored into the design and budget in schematic design.

Lorraine Finnegan reported that their acoustical consultant performed a preliminary evaluation of rooftop mechanical equipment sound output and have provided SMMA with 16 options to attenuate the sound, citing that just the units on their own will not meet DEP guidelines for sound limits at the property line. These attenuation options come with a cost that will need to be added back into the cost estimate. SMMA is currently reviewing the 16 options to determine how to best attenuate the sound.

### **Value Management Log Design Items**

Keith Fallon presented SMMA's agenda for the meeting which consisted of reviewing the design impact of four specific value management (VM) initiatives as well as the progress being made towards material selection and glazing adjustments.

William Smarzewski presented the design impact of Value Management initiative 26, which was the removal of 934 gross square feet (GSF) from the building. The new GSF of building is now 142,576 gsf. The corridor separating the gymnasium from the locker rooms, gym office, and gym storage was removed from the scope to meet this VM initiative. The locker rooms, office and gym storage will now be directly accessible through the gymnasium as opposed to through the corridor.

Matt Johnson asked what impact this initiative would have with respect to having 4 to 5 doors directly off the gym. William Smarzewski said this is a common design and there would still be comfortable run out space with slightly more traffic, but it would be designed as safely as possible.

William Smarzewski reported that the media center was realigned with the main entrance. He noted it was not a VE item but rather a recommendation from the SBC during schematic design.

William Smarzewski presented slides reflecting the design impact of VM initiatives 18B and 20, which consisted of replacing brick type 3 and all brick type 1 with ground face CMU. He also reported there would be a color selection for CMU, grain brick, and phenolic wood.

Lorraine Finnegan noted that masonry is a filed sub bid therefore the project is subject to a competitive bid process. SMMA must list 3 brick options (as with all other products on the project) and the mason may select one of the 3 options or present an alternative product the mason feels is equal for review and approval by SMMA.

William Smarzewski then presented slides reflecting the impact of VM initiative 27 which was to reduce the height of the glass connector in the bridge. The assumed approach was to reduce glazing in the bridge connector from 12 feet to 8 feet. The result would have been a reduction in glass curtain wall of approximately 1,000 square feet. SMMA was concerned this method of achieving cost savings would not align proportionally with a low glazing head. The proposed configuration reduced the glazing head to 10 feet instead, matching the ceiling height, and raising the ground level sill height to 18 inches. This configuration achieves the goal of reducing curtain wall glass by 1,000 square feet while creating more opaque area.

William Smarzewski walked the SBC through perspective view slides of the new school. Matt Root asked if extending opaque wall and reducing the curtain wall further would create additional savings to use elsewhere in the project, as a section of the curtain wall overlooks a lower level roof. William Smarzewski responded that the curtain wall in question was in the art room and the design is intended to allow as much north light as possible to enter the classroom.

### **Next Steps**

The Design Subcommittee meeting is scheduled for Thursday, April 14<sup>th</sup>.

The School Building Committee has an upcoming meeting scheduled for Thursday, April 28<sup>th</sup>.

### **Additional Comment**

Lorraine Finnegan reported that per town by-laws the project cannot have a diesel generator as accepted during value management. As a result, the design must revert back to a gas generator and savings will not be realized.

Matt Johnson confirmed this is a zoning by law that prohibited use of diesel in conservatory areas. He noted that the CBA approves variance's with limited frequency.

### **OPM Updates**

Ian Parks presented the proposed schedule for the Commissioning Agent procurement process. He noted the RFP is nearly finalized and an advertisement had been posted to the Central Register and the RFPs would be available March 30<sup>th</sup>. Hill International would like to make a recommendation for Commissioning Agent services to the Town by the end of April.

Matt Root requested the rest of the SBC receive a copy of the RFP for review. Susan McCann responded the RFP would be provided after the meeting, but requested any comments from committee members arrive by Tuesday, the day prior to the posting by the Central Register.

Court Booth requested clarification regarding the contractual process relative to the Commissioning Agent. Jon Harris responded that Hill International would make a recommendation and the Town Manager would review the recommendation and award the contract.

Ian Parks presented the project cashflow as of the month of March.

**Public Comment**

Town resident Karlen Reed asked Lorraine Finnegan about possible locations for soil export/stockpiling in Town. Lorraine Finnegan responded that her team had worked with Stephen Crane to evaluate potential sites and once the quantity of soil export and re-use is known, SMMA will re-evaluate those potential sites.

**Adjournment**

Dawn Guarriello called for the meeting to end at 8:52am. Heather Bout motioned to adjourn; Matt Root seconded the motion. Motion to adjourn carried unanimously.

APPROVED