

## PROJECT MINUTES

Project: New Peebles Elementary School Project No.: 15041  
 Prepared by: Joel Seeley Meeting Date: 5/11/2017  
 Re: School Building Committee Meeting Meeting No: 39  
 Location: Veterans Memorial Community Center Time: 7:30pm  
 Distribution: School Building Committee Members, Attendees (MF)

## Attendees:

PRESENT	NAME	AFFILIATION	VOTING MEMBER
✓	James L. Potter	Chairman, School Building Committee	<b>Voting Member</b>
✓	Peter J. Meier	Board of Selectmen	<b>Voting Member</b>
	Christopher Hyldburg	Chairman, School Committee	<b>Voting Member</b>
✓	Natasha Scarpato	Member, School Committee	<b>Voting Member</b>
	Donna Buckley	Member at Large	<b>Voting Member</b>
	Richard A. Lavoie	Finance Committee	<b>Voting Member</b>
✓	William Meier	Building Trade Expert	<b>Voting Member</b>
		Member at Large	<b>Voting Member</b>
✓	Frederick H. Howe	Board of Health, Vice-Chairman School Building Committee	<b>Voting Member</b>
✓	Steven M. Lamarche	Superintendent of Schools, BPS	<b>Voting Member</b>
✓	Edward S. Donoghue	Director of Business Services, BPS	Non-Voting Member
	Thomas M. Guerino	Town Administrator	Non-Voting Member
✓	Paul O'Keefe	Local Official Responsible for Building Maintenance	Non-Voting Member
	Elizabeth A. Carpenito	Principal, BES	Non-Voting Member
✓	Kathy Anderson	Elementary/Special Education Secretary	Non-Voting Member
	Janey Norton	Principal, PES	
✓	Kent Kovacs	FAI, Architect	
	Mike Cimorelli	FAI, Architect	
	Bill Beatrice	FAI, Architect	
✓	Joel Seeley	SMMA, OPM	

Item #	Action	Discussion
39.1	Record	Call to Order, 7:30 PM, meeting opened.
39.2	Record	A motion was made by P. Meier and seconded by F. Howe to approve the 4/27/2017 School Building Committee meeting minutes. No discussion, motion passed unanimous by those attending.
39.3	Record	J. Seeley distributed and reviewed the Project Budget Status Report, dated 4/30/2017, attached.
39.4	Record	Warrant No. 18 was reviewed. A motion was made by P. Meier and seconded by F. Howe to approve Warrant No. 18. No discussion, motion passed unanimous.
39.5	K. Kovacs E. Donoghue J. Seeley	J. Potter explained the Planning Board Hearing scheduled for 5/11/2017 was continued to a future date due to a quorum issue. The Planning Board will confirm the date of the future Hearing, which could potentially be a joint Hearing on 5/24/2017 with the Zoning Board of Appeals. The Town Planner's review comments are attached. K. Kovacs and E. Donoghue will follow-up with the Planning Board.  J. Seeley to update the Project Schedule, incorporating the final Site Permitting timeline for ZBA and Planning Board.
39.6	Committee	J. Seeley distributed and reviewed the Draft SBC Meetings Schedule and Agendas for the 90% Construction Documents Phase for Committee review.
39.7	J. Seeley	J. Seeley reviewed the General Contractor and Filed Sub-Contractor Prequalification process.  After discussion, a motion was made by S. Lamarche and seconded by F. Howe to appoint J. Potter, W. Meier and P. O'Keefe to the General Contractor and Filed Sub-Contractor Prequalification Subcommittee. No discussion, motion passed unanimous.  The Subcommittee will meet 5/24/2017 at 6:00pm to review the draft General Contractor and Filed Sub-Contractor Request for Qualification document and Schedule. J. Seeley to forward the draft to the Subcommittee prior to the meeting for review.
39.8	K. Kovacs	K. Kovacs presented on overview of the Freeman-Kennedy Elementary School and the West Bridgewater Middle/High School Interiors Tours, attached. The Committee members that attended the tours indicated the Interior Materials were appropriate and very well done.  Committee discussion:  1. J. Potter indicated the loose metal fabric on the stair guardrails was noisy. <i>K. Kovacs agreed, the Peebles guardrail will be fixed vertical pickets on the two egress stairs and a fixed stainless steel mesh on the central stair. K. Kovacs will provide a sample for the Committee to review.</i>  2. J. Potter asked what species of wood is being planned for the wainscoat panel cap rail?

Item #	Action	Discussion
		<p><i>K. Kovacs indicated painted poplar is planned for the wainscoat cap rail.</i></p> <p>3. P. O’Keefe asked if there are alternative materials to the tectum panels in the gymnasium, which may get brittle and damage easily. <i>K. Kovacs indicated FAI has not had any issues with tectum panels in gymnasiums. K. Kovacs will research prior installations and provide direction.</i></p> <p>4. K. Kovacs indicated the straight sections of the concrete curbing in the parking lot and driveways have shown excessive damage by snow plows at the Freeman-Kennedy School. K. Kovacs will confirm with the School’s Administration on when and how the damage was done and review the condition of the Bournedale concrete curbing for the next Committee meeting.</p>
39.9	K. Kovacs	K. Kovacs to provide direction on what type of detergents will be required to be used on the LVT at the next Committee meeting.
39.10	District	Educational Leadership Team to provide final direction on locker sizes.
39.11	J. Norton	J. Norton to develop a list of existing memorial items from the existing Peebles School and site that should be incorporated into the new school design.
39.12	K. Kovacs	K. Kovacs to issue meeting minutes of the hardware consultant and Educational Leadership team meeting.
39.13	K. Kovacs	K. Kovacs to follow-up with the Fire Department on the final decision for the playground gate operation.
39.14	K. Kovacs	K. Kovacs to locate the DAS display, which will show a continuous readout of the building’s electric, gas and water usage.
39.15	K. Kovacs	K. Kovacs to review with the Police and Fire Department the emergency and ADA access to the football field during construction from the Middle School.
39.16	K. Kovacs	K. Kovacs will study a darker aluminum finish for the window units in the Phenolic Wall Panel Areas for the next Committee meeting.
39.17	K. Kovacs	K. Kovacs to confirm with the roofing manufacturers what are the implications of being Solar PV Ready for the next Committee meeting.
39.18	K. Kovacs	K. Kovacs to provide the cost increase to increase the 80 mil membrane to a 25 and 30 year warranty for next Committee meeting.
39.19	J. Seeley	<p>J. Seeley indicated the signed agreement for a Technical Assistance (TA) review by Cape Light Compact has been returned to Cape Light Compact.</p> <p>J. Seeley will follow-up with Cape Light Compact.</p>
39.20	K. Kovacs	<p>K. Kovacs will provide direction if the Green Roof planting boxes and paver system meet the wind and uplift issues found on the Cape?</p> <p>K. Kovacs will provide direction on the life expectancy of the sedum.</p> <p>K. Kovacs will provide direction if the planting trays can be divided by the grades.</p>

Project: New Pebbles Elementary School

Meeting Date: 5/11/2017

Meeting No.: 39

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Item #	Action	Discussion
39.21	K. Kovacs	K. Kovacs to provide a maintenance protocol and rough order of magnitude cost for maintaining the HVAC system.  K. Kovacs to check with the Fire Department on the details of lightning causing false alarms in the fire alarm systems of other Town buildings.
39.22	J. Potter	Old or New Business:  1. J. Potter will contact the Town Moderator on the Member-at-Large vacancy.
39.23	Record	Next <b>SBC Meeting: May 15, 2017 at 6:30 pm</b> at the Bourne Veteran's Memorial Community Center.
39.24	Record	A Motion was made by W. Meier and seconded by P. Meier to adjourn the meeting. No discussion, voted unanimously.

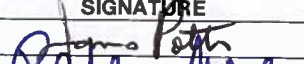


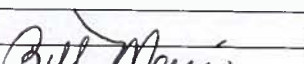
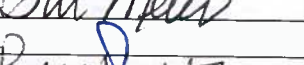


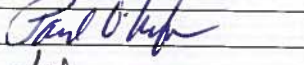



Attachments: Agenda, Project Budget Status Report, updated 60% Construction Documents Phase Meetings Schedule and Agendas, updated Project Schedule, Draft 90% Construction Documents Phase Meetings Schedule and Agendas, Town Planner Site plan Review Comments, Interiors Tours Presentation

The information herein reflects the understanding reached. Please contact the author if you have any questions or are not in agreement with these Project Minutes

**PROJECT MEETING SIGN-IN SHEET**

Project: Peebles Elementary School Feasibility Study Project No.: 15041  
 Prepared by: Joel Seeley Meeting Date: 5/11/2017  
 Re: School Building Committee Meeting Meeting No: 39  
 Location: Veterans Memorial Community Center Time: 7:00pm

Distribution: Attendees, (MF)

SIGNATURE	ATTENDEES	EMAIL	AFFILIATION
	James L. Potter	onsetjp@juno.com	Chairman, School Building Committee
	Peter J. Meier	pmeier@townofbourne.com	Bourne Board of Selectmen
	Christopher Hyldburg	chrish@alpha-1.com	Chairman, Bourne School Committee
	Natasha Scarpato	scarpato4@comcast.net	Bourne School Committee
	Donna Buckley	d.j.buckley23@gmail.com	Member-At-Large
	Richard A. Lavoie	Richl.Lavoie@gmail.com	Member, Bourne Finance Committee
	William Meier	Dusty22752@aol.com	Building Trade Expert
			Member-At-Large
	Frederick H. Howe	rickhowe9@gmail.com	Member-At-Large, Board of Health
	Steven M. Lamarche	slamarche@bourneps.org	Superintendent of Schools, BPS
	Edward S. Donoghue	EDonoghue@bourneps.org	Director of Business Services, BPS, MCPPO
	Thomas M. Guerino	tguerino@townofbourne.com	Town Administrator
	Paul O'Keefe	mmachief@gmail.com	Member, Facilities and Maintenance Expert
	Elizabeth A. Carpenito	ecarpenito@bourneps.org	Principal, BES
	Kathy Anderson	kanderson@bourneps.org	Elementary/Special Education Secretary
	Janey Norton	jnorton@bourneps.org	Principal, PES
	Kent Kovacs	kkovacs@flansburgh.com	Flansburgh Architects
	Betsy Farrell Garcia	bgarcia@flansburgh.com	Flansburgh Architects
	Bill Beatrice	bbeatrice@flansburgh.com	Flansburgh Architects
	Joel Seeley	jseeley@smma.com	SMMA

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**AGENDA**

Project:	New Peebles Elementary School	Project No.:	15041
Re:	School Building Committee Meeting	Meeting Date:	5/11/2017
Meeting Location:	Veterans Memorial Community Center	Meeting Time:	7:00 PM
Prepared by:	Joel Seeley	Meeting No.:	38
Distribution:	Committee Members (MF)		

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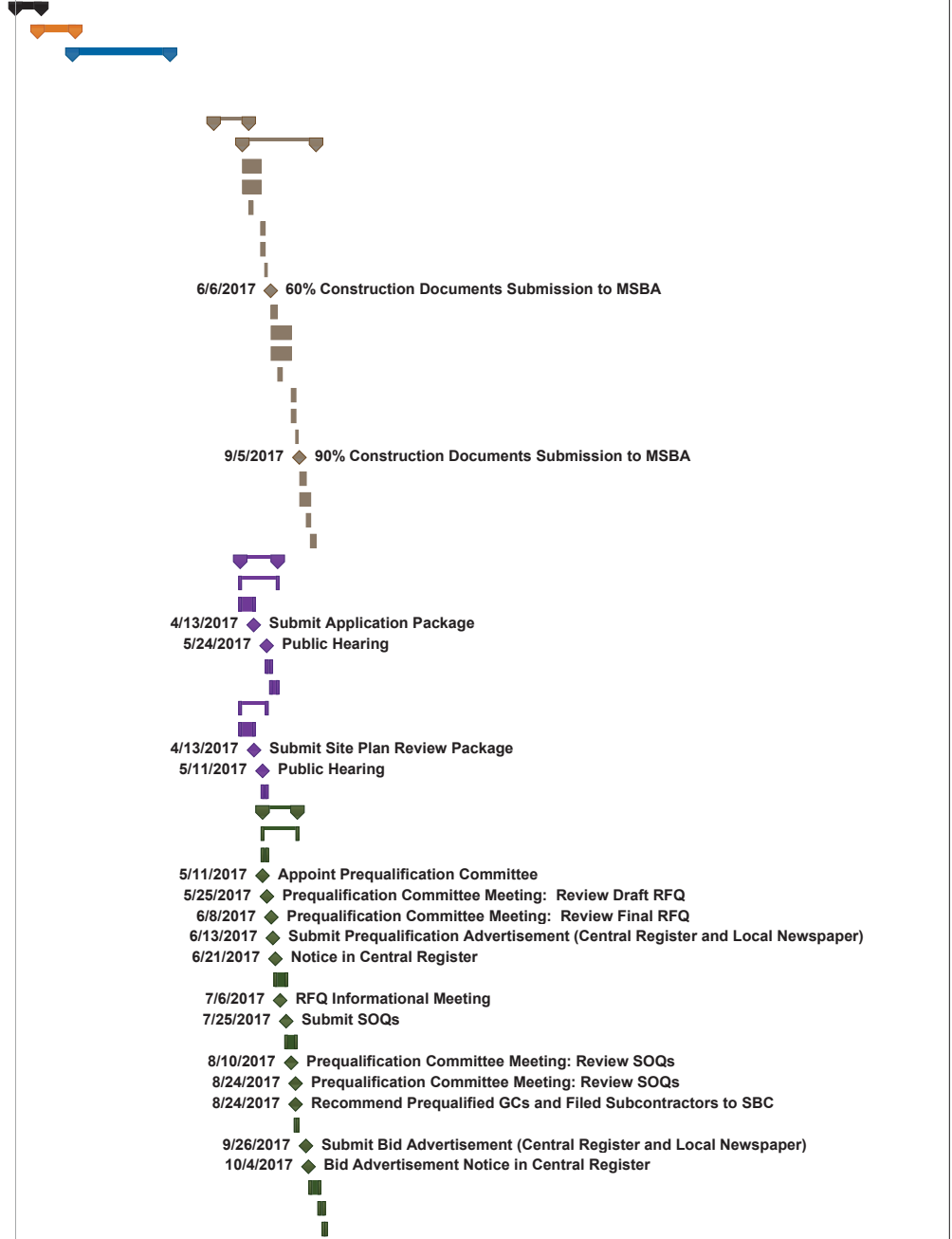
1. Call to Order
2. Bourne Planning Board Permit Review Hearing/Presentation of the new Peebles School, with Flansburgh Architects
3. Meeting Room Venue Change (*SBC Meeting will change location to adjacent meeting room to continue business, after the Planning Board hearing has concluded*)
4. Approval of Invoices and Commitments
5. Determine the Prequalification Subcommittee Review Panel
6. Interior Tours Overview
7. New or Old Business
8. Public Comments
9. Next Meeting: May 25, 2017
10. Adjourn

Symmes Maini & McKee Associates, Inc. (SMMA) Bourne School District Bourne Peebles Elementary School BUDGET SUMMARY BUDGET TRACKING FORM as of: 4/30/2017			Original PS&B Budget 11/2/2016	Budget Revisions	Current Budget	Contract Amount	Expended	(B - C) Remaining Contract Amount	Additional Projected Amount	(A - B - E) Budget Balance
Propay code #	Name		A		B	C	D	E		
	<b>Feasibility Study Agreement</b>									
1	0001-0000	OPM Feasibility Study	125,000.00		125,000.00	117,100.00	117,100.00	-	-	7,900.00
2	0002-0000	A&E Feasibility Study	365,000.00	19,125.00	384,125.00	384,125.00	374,875.00	9,250.00	-	-
3	0003-0000	Environmental and Site	140,000.00		140,000.00	77,803.00	75,053.00	2,750.00	-	62,197.00
4	0004-0000	Other	120,000.00	(19,125.00)	100,875.00	10,672.13	672.13	10,000.00	-	90,202.87
	<b>Feasibility Study Agreement Subtotal</b>		<b>\$ 750,000.00</b>	<b>\$ -</b>	<b>\$ 750,000.00</b>	<b>\$ 589,700.13</b>	<b>\$ 567,700.13</b>	<b>\$ 22,000.00</b>	<b>\$ -</b>	<b>\$ 160,299.87</b>
	<b>Administration</b>									
6	0101-0000	Legal Fees	50,000.00		50,000.00	-	-	-	-	50,000.00
	<b>Owner's Project Manager</b>									
7	0102-0400	> Design Development	50,000.00		50,000.00	50,000.00	50,000.00	-	-	-
8	0102-0500	> Construction Contract Documents	90,000.00		90,000.00	90,000.00	9,000.00	81,000.00	-	-
9	0102-0600	> Bidding	50,000.00		50,000.00	50,000.00	-	50,000.00	-	-
10	0102-0700	> Construction Contract Administration	800,000.00		800,000.00	800,000.00	-	800,000.00	-	-
11	0102-0800	> Closeout	54,863.00		54,863.00	54,863.00	-	54,863.00	-	-
12	0102-0900	> Extra Services	40,000.00		40,000.00	-	-	-	-	40,000.00
13	0102-1000	> Reimbursable & Other Services	15,000.00		15,000.00	-	-	-	-	15,000.00
14	0102-1100	> Cost Estimates	50,000.00		50,000.00	41,745.00	-	41,745.00	-	8,255.00
15	0103-0000	Advertising	5,000.00		5,000.00	-	-	-	-	5,000.00
16	0104-0000	Permitting	50,000.00		50,000.00	-	-	-	-	50,000.00
17	0105-0000	Owner's Insurance	20,000.00		20,000.00	-	-	-	-	20,000.00
18	0199-0000	Other Administrative Costs	20,000.00		20,000.00	-	-	-	-	20,000.00
	<b>Administration Subtotal</b>		<b>\$ 1,294,863.00</b>	<b>\$ -</b>	<b>\$ 1,294,863.00</b>	<b>\$ 1,086,608.00</b>	<b>\$ 59,000.00</b>	<b>\$ 1,027,608.00</b>	<b>\$ -</b>	<b>\$ 208,255.00</b>
	<b>Architecture and Engineering</b>									
	<b>Basic Services</b>									
21	0201-0400	> Design Development	530,000.00		530,000.00	530,000.00	530,000.00	-	-	-
22	0201-0500	> Construction Contract Documents	1,060,000.00		1,060,000.00	1,060,000.00	148,400.00	911,600.00	-	-
23	0201-0600	> Bidding	130,000.00		130,000.00	130,000.00	-	130,000.00	-	-
24	0201-0700	> Construction Contract Administration	874,000.00		874,000.00	874,000.00	-	874,000.00	-	-
25	0201-0800	> Closeout	132,037.00		132,037.00	132,037.00	-	132,037.00	-	-
26	0201-9900	> Other Basic Services	-		-	-	-	-	-	-
27		BASIC SERVICES SUBTOTAL	2,726,037.00	-	2,726,037.00	2,726,037.00	678,400.00	2,047,637.00	-	-
	<b>Reimbursable Services</b>									
28	0203-0100	> Construction Testing	40,000.00		40,000.00	-	-	-	-	40,000.00
29	0203-0200	> Printing (over minimum)	20,000.00		20,000.00	-	-	-	-	20,000.00
30	0203-9900	> Other Reimbursable Costs	100,000.00		100,000.00	-	-	-	-	100,000.00
31	0204-0200	> Hazardous Materials	100,000.00		100,000.00	-	-	-	-	100,000.00
32	0204-0300	> Geotech & Geo-Env.	80,000.00		80,000.00	4,455.00	-	4,455.00	-	75,545.00
33	0204-0400	> Site Survey	60,000.00		60,000.00	-	-	-	-	60,000.00
34	0204-0500	> Wetlands	5,000.00		5,000.00	-	-	-	-	5,000.00
35	0204-1200	> Traffic Studies	40,000.00		40,000.00	-	-	-	-	40,000.00
	<b>Architectural and Engineering Subtotal</b>		<b>\$ 3,171,037.00</b>	<b>\$ -</b>	<b>\$ 3,171,037.00</b>	<b>\$ 2,730,492.00</b>	<b>\$ 678,400.00</b>	<b>\$ 2,052,092.00</b>	<b>\$ -</b>	<b>\$ 440,545.00</b>

Symmes Maini & McKee Associates, Inc. (SMMA) Bourne School District Bourne Peebles Elementary School BUDGET SUMMARY BUDGET TRACKING FORM as of: 4/30/2017		Original PS&B Budget 11/2/2016	Budget Revisions	Current Budget	Contract Amount	Expended	(B - C) Remaining Contract Amount	Additional Projected Amount	(A - B - E) Budget Balance
<b>CM @ Risk Preconstruction Services</b>									
36	0501-0000	Pre-Construction Services							
	0502-0001	Construction Budget							
89	0502-0000	CSI Code							
		CSI Description							
89	0502-0010	CM Fee							
89	0502-0020	Bonds and Insurances							
89	0502-0030	Total GMP Construction Contingency							
89	0502-0100	CM Staffing							
89	0502-0100	GC's							
89	0502-0100	Division 1 - General Requirements							
89	0502-0200	Division 2 - Existing Conditions							
89	0502-0300	Division 3 - Concrete							
89	0502-0400	Division 4 - Masonry							
89	0502-0500	Division 5 - Metals							
89	0502-0600	Division 6 - Wood, Plastics and Composites							
89	0502-0700	Division 7 - Thermal & Moisture Protection							
89	0502-0800	Division 8 - Openings							
89	0502-0900	Division 9 - Finishes							
89	0502-1000	Division 10 - Specialties							
89	0502-1100	Division 11 - Equipment							
89	0502-1200	Division 12 - Furnishings							
89	0502-1300	Division 13 - Special Construction							
89	0502-1400	Division 14 - Conveying Systems							
89	0502-2100	Division 21 - Fire Suppression							
89	0502-2200	Division 22 - Plumbing							
89	0502-2300	Division 23 - HVAC							
89	0502-2500	Division 25 - Integrated Automation							
89	0502-2600	Division 26 - Electrical							
89	0502-2700	Division 27 - Communications							
89	0502-2800	Division 28 - Electronic Safety & Security							
89	0502-3100	Division 31 - Earthwork							
89	0502-3200	Division 32 - Exterior Improvements							
89	0502-3300	Division 33 - Utilities							
89	0502-9900	Retainage							
89	0508-0000	Change Orders							
89		<b>Construction Budget Subtotal</b>							
		<b>Alternates</b>							
90	0506-0000	Ineligible Work (Maint Bldg, Press Box, Concession and Restroom)							
90	0506-0000	Retainage for Alternates/Ineligible Work							
		<b>Alternates Subtotal</b>							
	0600-0000	<b>Miscellaneous Project Costs</b>							
94	0601-0000	Utility Company Fees							
95	0602-0000	Testing Services							
96	0603-0000	Swing Space / Modularity							
97	0699-0000	Other Project Costs (Mailing & Moving)							
	0600-0000	<b>Miscellaneous Project Costs Subtotal</b>							
	0700-0000	<b>Furnishings and Equipment</b>							
99	0701-0000	Furnishings							
	0702-0000	Equipment							
101	0703-0000	Computer Equipment							
		<b>Furnishings and Equipment Subtotal</b>							
103	0507-0000	Owner's Construction Contingency							
104	0801-0000	Owners' (soft cost) Contingency							
		<b>Contingency Subtotal</b>							
		<b>Total Project Budget</b>							



ID	Task Name	Duration	Start	Finish	2017	2020	2023
1	<b>RETAIN OPM</b>	58 days	3/18/2015	6/8/2015			
7	<b>RETAIN DESIGNER</b>	85 days	5/27/2015	9/23/2015			
17	<b>FEASIBILITY STUDY (FS)</b>	218 days	9/15/2015	7/20/2016			
34	<b>SCHEMATIC DESIGN (SD)</b>	80 days	7/20/2016	11/9/2016			
41	<b>PROJECT SCOPE AND BUDGET</b>	81 days	10/17/2016	2/7/2017			
48	<b>DESIGN DEVELOPMENT</b>	79 days	12/7/2016	3/27/2017			
57	<b>CONSTRUCTION DOCUMENTS</b>	166 days	3/8/2017	10/27/2017			
58	60% Construction Documents for OPM and Cx Review	43 days	3/8/2017	5/5/2017			
59	Develop 60% Construction Documents for Estimator	43 days	3/8/2017	5/5/2017			
60	Incorporate MSBA DD Comments	10 days	3/28/2017	4/10/2017			
61	OPM and Cx Review	10 days	5/5/2017	5/18/2017			
62	60% Construction Documents Cost Estimate	10 days	5/5/2017	5/18/2017			
63	Value Engineering	6 days	5/18/2017	5/25/2017			
64	<b>60% Construction Documents Submission to MSBA</b>	0 days	<b>6/6/2017</b>	<b>6/6/2017</b>			
65	MSBA Review	15 days	6/6/2017	6/26/2017			
66	Develop 90% Construction Documents to Estimator	45 days	6/7/2017	8/9/2017			
67	90% Construction Documents for OPM and Cx Review	45 days	6/7/2017	8/9/2017			
68	Incorporate MSBA 60% CD Comments	10 days	6/28/2017	7/12/2017			
69	OPM and Cx Review	11 days	8/10/2017	8/24/2017			
70	90% Construction Documents Cost Estimate	11 days	8/10/2017	8/24/2017			
71	Value Engineering	6 days	8/24/2017	8/31/2017			
72	<b>90% Construction Documents Submission to MSBA</b>	0 days	<b>9/5/2017</b>	<b>9/5/2017</b>			
73	MSBA Review	15 days	9/6/2017	9/26/2017			
74	100% Construction Documents	25 days	9/6/2017	10/10/2017			
75	Incorporate MSBA 90% CD Comments	10 days	9/27/2017	10/10/2017			
76	MA-CHPS Design Submission	14 days	10/10/2017	10/27/2017			
77	<b>SITE PERMITTING</b>	85 days	<b>3/1/2017</b>	<b>6/27/2017</b>			
78	<b>Bourne Zoning Board of Appeals - Height Variance</b>	85 days	<b>3/1/2017</b>	<b>6/27/2017</b>			
79	Prepare Application Documents	32 days	3/1/2017	4/13/2017			
80	Submit Application Package	0 days	4/13/2017	4/13/2017			
81	Public Hearing	0 days	5/24/2017	5/24/2017			
82	ZBA Issues Variance Approval and File with Town Clerk	10 days	5/25/2017	6/7/2017			
83	Appeal Period	15 days	6/7/2017	6/27/2017			
84	<b>Bourne Planning Board - Site Plan Review</b>	61 days	<b>3/1/2017</b>	<b>5/24/2017</b>			
85	Prepare Application Documents	32 days	3/1/2017	4/13/2017			
86	Submit Site Plan Review Package	0 days	4/13/2017	4/13/2017			
87	Public Hearing	0 days	5/11/2017	5/11/2017			
88	Planning Board Issues Site Plan Approval and File with Town Clerk	10 days	5/11/2017	5/24/2017			
89	<b>PROCUREMENT</b>	78 days	<b>5/11/2017</b>	<b>8/29/2017</b>			
90	<b>Prequalification</b>	78 days	<b>5/11/2017</b>	<b>8/29/2017</b>			
91	Develop Draft RFQs (GCs and Subcontractors)	11 days	5/11/2017	5/25/2017			
92	Appoint Prequalification Committee	0 days	5/11/2017	5/11/2017			
93	Prequalification Committee Meeting: Review Draft RFQ	0 days	5/25/2017	5/25/2017			
94	Prequalification Committee Meeting: Review Final RFQ	0 days	6/8/2017	6/8/2017			
95	Submit Prequalification Advertisement (Central Register and Local Newspaper)	0 days	6/13/2017	6/13/2017			
96	Notice in Central Register	0 days	6/21/2017	6/21/2017			
97	GCs and Subs Develop SOQs	24 days	6/21/2017	7/25/2017			
98	RFQ Informational Meeting	0 days	7/6/2017	7/6/2017			
99	Submit SOQs	0 days	7/25/2017	7/25/2017			
100	Review SOQs	23 days	7/25/2017	8/24/2017			
101	Prequalification Committee Meeting: Review SOQs	0 days	8/10/2017	8/10/2017			
102	Prequalification Committee Meeting: Review SOQs	0 days	8/24/2017	8/24/2017			
103	Recommend Prequalified GCs and Filed Subcontractors to SBC	0 days	8/24/2017	8/24/2017			
104	Issue Notification Letters to Prequalified GCs and Subcontractors	4 days	8/24/2017	8/29/2017			
105	Submit Bid Advertisement (Central Register and Local Newspaper)	0 days	9/26/2017	9/26/2017			
106	Bid Advertisement Notice in Central Register	0 days	10/4/2017	10/4/2017			
107	Filed Subcontractors Bidding	21 days	10/10/2017	11/7/2017			
108	General Contractor Bidding	11 days	11/7/2017	11/21/2017			
109	General Contractor Award	6 days	11/21/2017	11/28/2017			
110	<b>CONSTRUCTION</b>	513 days	<b>11/28/2017</b>	<b>11/29/2019</b>			



**SCHOOL BUILDING COMMITTEE**  
**PEEBLES ELEMENTARY SCHOOL**  
 All meetings held at  
**Veterans Memorial Community Center at 6:30 PM**  
 unless otherwise noted  
**MEETINGS SCHEDULE AND AGENDAS**

February 22, 2017 **Updated May 11, 2017**

DATE	AGENDA
<b>60% Construction Documents Phase</b>	
March 16, 2017	BUILDING COMMITTEE MEETING @ HIGH SCHOOL LIBRARY MEDIA CENTER Review Overall Construction Document Phase Schedule Review 60% Construction Document Schedule Review Educational Leadership Meetings Schedule Review Updated Floor Plans and Site Plans Site Permitting Update
March 30, 2017	BUILDING COMMITTEE MEETING - CANCELLED Review Updated Floor Plans and Site Plans Review Updated Exterior Elevations Review MSBA Design Development Submission Comments Review Meeting Actions Log
April 13, 2017	BUILDING COMMITTEE MEETING Review Updated Interior Elevations and Materials Review Technology Systems
April 27, 2017	BUILDING COMMITTEE MEETING Review Interior Finish Materials Decide Final Exterior Materials Review Final Floor Plans, Site Plans and Elevations Review MEP Systems Review LEED Scorecard Construction Logistics Plan Site Permitting Update
May 4, 2017	INTERIOR FINISHES & MATERIALS REVIEW TOUR: FREEMAN-CENTENNIAL SCHOOL, NORFOLK @ 3:30 PM
May 9, 2017	INTERIOR FINISHES & MATERIALS REVIEW TOUR: WEST BRIDGEWATER MIDDLE/HIGH SCHOOL @ 3:00 PM
May 11, 2017	PLANNING BOARD - SITE PLAN REVIEW @ 7:00 PM - VETERANS MEMORIAL COMMUNITY CENTER
May 11, 2017	BUILDING COMMITTEE MEETING @ TBD Decide Prequalification Subcommittee Interior Tours Overview
May 24, 2017	ZONING BOARD OF APPEALS - HEIGHT VARIANCE @ 7:00 PM - COMMUNITY CENTER
May 25, 2017	PREQUALIFICATION SUBCOMMITTEE MEETING @ TBD
May 25, 2017	BUILDING COMMITTEE MEETING Review Prequalification Status Review Reconciled 60% Construction Documents Cost Estimate Decide Value Engineering Items Vote to Submit 60% Construction Documents Package to MSBA
June 6, 2017	SUBMIT 60% CONSTRUCTION DOCUMENTS PACKAGE TO MSBA
	ADDITIONAL MEETINGS TO BE SCHEDULED

**SCHOOL BUILDING COMMITTEE  
PEEBLES ELEMENTARY SCHOOL**  
All meetings held at  
**Veterans Memorial Community Center at 6:30 PM**  
unless otherwise noted  
**MEETINGS SCHEDULE AND AGENDAS**

May 11, 2017

DATE	AGENDA
<b>90% Construction Documents Phase</b>	
June 8, 2017	PREQUALIFICATION SUBCOMMITTEE MEETING @5:30PM
June 15, 2017	BUILDING COMMITTEE MEETING Review Overall Construction Document Phase Schedule Review 90% Construction Documents Schedule Review Educational Leadership Meeting Schedule Interior Tours Follow up
June 29, 2017	BUILDING COMMITTEE MEETING Review Updated Site Plans and Floor Plans Review FFE Layout Plans Review Interior Materials Colors and Patterns Review Meeting Actions Log Review MSBA 60% Construction Document Comments
July 6, 2017	CONTRACTOR AND FILED SUBCONTRACTOR INFORMATION MEETING @10:00AM @ PEEBLES ELEMENTARY SCHOOL
July 13, 2017	BUILDING COMMITTEE MEETING Review Updated Floor Plans and FFE Plans Review Interior Material Colors and Patterns Review Construction Logistics Plans
July 27, 2017	BUILDING COMMITTEE MEETING Review Interiors Material Colors and Patterns
August 10, 2017	PREQUALIFICATION SUBCOMMITTEE MEETING @5:30PM
August 10, 2017	BUILDING COMMITTEE MEETING Finalize Interior Materials Colors and Patterns Review Construction Logistics Plan LEED Update
August 24, 2017	PREQUALIFICATION SUBCOMMITTEE MEETING @5:30PM
August 24, 2017	BUILDING COMMITTEE MEETING Prequalification Subcommittee Recommendation Review Reconciled 90% Construction Documents Cost Estimate Decide Value Engineering Items Vote to Submit 90% Construction Documents to MSBA
September 5, 2017	<b>SUBMIT 90% CONSTRUCTION DOCUMENTS PACKAGE TO MSBA</b>
	ADDITIONAL MEETINGS TO BE SCHEDULED



COREEN V. MOORE  
TOWN PLANNER

TOWN OF BOURNE  
*Office of the Town Planner*

TOWN HALL 24 PERRY AVE.  
BUZZARDS BAY, MA 02532

PHONE: 508-759-0600 ext 1346 • FAX: 508-759-0611

Email: cmoore@townofbourne.com



# MEMORANDUM

**To:** Planning Board  
Steve P. Strojny, PB reviewer

**Cc:** Town of Bourne, Bourne Public Schools. Edward Donoghue, Applicant  
Flansburgh Architects, Applicant Representative  
Bourne Fire Department

**From:** Coreen V. Moore, Town Planner

**Date:** May 4, 2017

**Subject:** Site Plan Review #494 for the demolition and construction of the new Peebles Elementary School

\* \* \* \* \*

**Applicant:** Bourne Public Schools

**Subject Property:** Located at 70 Trowbridge Road, Map 24.0 - Parcel 31

**Zoning District:** R40 - Residential

**A. Findings**

1. Application is to demolish and construct a new elementary school with associated parking, drives, lighting, plantings, and play areas.
2. The proposed project is an educational use, a use allowed by right after Site Plan Review by the Planning Board per Section 2220 of the Bourne Zoning Bylaw. As an educational use, the project is exempted by the Dover Amendment (MGL Chapter 40A Section 3) from most zoning regulations except “reasonable regulations concerning the bulk and height of structures, yard sizes, lot area, setbacks, open space, parking and building coverage requirements”.
3. The project is being reviewed pursuant to relevant portions of §1230 however excluding the special permit requirement as noted in footnote 12 of §2220 of the

Bourne Zoning Bylaw.

4. The application is accompanied by a set of drawings consisting of Civil EX1-3 & C01-C10, Landscape L01-L13, Architectural A1.01-4.01 and Electrical E0.03 & LC0.01 plans received April 6, 2017.
5. The project site is comprised of 46+/- acres, however the entire school campus includes five parcels for a total of 81.5 acres±.
6. The site is not located in a Special Flood Hazard Area, Priority Habitat or Water Resource District.

**B. Review Criteria**

1. For additional information see the attached site plan review checklist.
2. Dimensional Standards:  
The proposed project meets or exceeds the dimensional standards as set forth in §2500, see below:

<b>Zoning District – R40</b>	<b>Required</b>	<b>Provided</b>
Lot area	40,000 sq. ft.	46 ac.±
Lot Frontage	125 feet	958 feet+/-
Front yard setback	30 feet	206 feet +/- <i>scaled</i>
Rear & Side Setback	15 feet	280 feet± <i>scaled</i>
Lot Coverage	20%	_____ %+/-
Building Height	35 feet	38 +/-*
Min. Usable Open space	20%	_____ %+/-

• Based on the review of submitted materials it appears that the project complies with the dimensional controls of the bylaw, except lot coverage and open space percentages have not been provided

\*Pending variance from ZBA

**C. Parking and Pedestrian and Vehicular Flow**

1. The Zoning Bylaws do not address the requirement for parking for schools therefore a determination of sufficiency by the Planning Board is required during site plan review.
2. 125 – 9’ x 18’ parking spaces have been provided, including 7 handicapped accessible.
3. Aisle widths appear sufficient being 24 feet wide for two way traffic and ranging 12 feet to 20 feet for one way traffic.

4. Sidewalks width range from 6 feet to 11 feet wide, providing shared pedestrian and bike lane.

**D. Summary**

1. Materials submitted are sufficient for review concerning the bulk and height of structures, for determining yard sizes, lot area, setbacks and parking.
2. Stormwater drainage appears compliant, erosion controls have been provided during and post construction.
3. Information to determine compliance of open space and building coverage requirements have not been provided.



TOWN OF BOURNE  
SITE PLAN REVIEW CHECKLIST

SPR # 494

Date of Referral: 4/6/17 Date Reviewed: 5/1 Reviewer: C. Moore  
Applicant/Address: Bourne - Peebles Sch Map: 24 Parcel: 31  
70 Trowbridge Rd

Plan requirements for complete submission:

1.  Name and Address  
 Applicant  Owner
2.  North Arrow
3.  Locust Map
4.  Scale
5.  Map Number 24.0
6.  Parcel Number 31
7.  Zoning District (§ 2100 & 2500) R40 B2 F
8.  Lot Area Shown 46ac ±  
 Adequate
9.  Lot Lines  
 Dimensions
10.  Adequate Frontage 958' ±
11.  Building Setbacks (§ 2500)  
Front  
Side  
Rear  
 Adequate
12.  Lot Coverage (§ 2500)  
Area Covered by Structures or Roofs  
Usable Open Space  
Impervious cover
13.  Building Height (§ 2500) 2BA 3' Height variance currently pending
14.  Building Location (§ 2500)  
 Existing  Proposed
15.  Building Uses: (§ 2200 & 1231)  
 Existing  Proposed
16.  Land Use:  
 Existing  Proposed
17.  Streets & Ways: Public/Private  
 Existing  Proposed  
 Access via Minor Streets Minimized
18.  Adjacent Streets/Ways §
19.  Ground Floor Plans (§ 1231)
20.  Building Elevations (§ 1231)
21.  Prof. Stamp (if required)  
> 35,000 c.f. (§ 1231)
22.  Topography (§ 1231)  
 Existing  Proposed  
 Changes Minimized
23.  Landscaping & Vegetation  
(§ 1231, 3511-3513 & 3540)  
 Existing  Proposed  
 Adequate
24.  Screening & Fences (§ 3530 & 3560)  
 Height Adequate
25.  No Corner Sight Obstructions (§ 3550)
26.  Erosion Control (§ 1231, 3520 & 3580)  
 During Construction see sht C-01  
 After Construction Notes C-04
27.  Water Service (§ 1231)  
 Existing  Proposed
28.  Sewerage (§ 1231)  
 Existing  Proposed
29.  Storm Drainage (§ 1231)  
 Existing  Proposed  
 Adequate

OPM: Symmes Marri McKee  
1000 Mass Ave  
Cambridge MA 02138

30.  Parking (§ 1231, 3300 & 3500)
- Existing Spaces
  - Proposed *125* Spaces
  - Setbacks (§ 3540)
  - No backing on to public ways (§ 3350)
  - Visibility of Area Minimized
  - Change of Use (§ 2340, 4723)
  - Safe  Adequate
  - Plantings @ >30 Spaces (§ 3513)

31.  Parking Data Shown (§ 3320)
- Adequate *None shown*

32.  Drives Shown (§ 3331)

33.  Safe Internal Circulation (§ 1233) *shot L-01*

34.  Safe Egress (§ 3340)

35.  Loading Area (§ 1231, 3370 & 3540)

36.  Surfacing (§ 3300)
- Bituminous
  - Alternative (Special Permit § 3332)
  - Bumper Strips

37.  Tree Removal Minimized (§ 3570)

38.  Sign (§ 1231, 3200 & 3350)
- Location
  - Sign Height
  - Architectural Elevation

39.  Lighting (§ 3450)
- Glare Minimized
  - Lighting Plan § 3454

40.  Dumpster Location (§ 3420 & 3330)
- Area Paved

41.  Adequate Access for Fire and Service Equipment (§ 1233)

42.  Lowland Areas? Wetlands? (§ 3100)
- Note: May require Conservation filing

43.  Disturbance to Neighborhood Character Minimized

44.  Drive-Thru (§ 3360)
- Adequate Stacking Lane

## Additional Requirements

1.  Special Permit or Variance Needed? (§ 2232 & 4740) *needed for height*
2.  Other Zoning Issues? Non-Conforming Use or Lot (§ 2300)
3.  Water Resource District (§ 4700)
4.  Scenic Development District (§ 2200)
5.  Motor Vehicle Service? (§ 4500)
6.  Needs Cape Cod Commission Review
  - 10,000 SF \_\_\_\_\_
  - Re-use >40,000 SF \_\_\_\_\_
7.  MEPA Thresholds \_\_\_\_\_
  - > 25,500 SF
  - 200 Parking Spaces
  - 1,000 New Vehicle Trips/Day
  - MHD Access Permit?
  - Publicly Financed Project?

**NOTE:** This checklist should be used only in conjunction with the Town of Bourne Bylaws, available in the Engineering Department.

*Relocating utilities in R.O.W. utility pole, hydrant, basins*

*Educational exempt from zoning*

- Reviewed for*
- bulk & height - building coverage req
  - yard sizes
  - lot area
  - setbacks
  - open space
  - parking



**School Building Committee**  
May 11, 2017

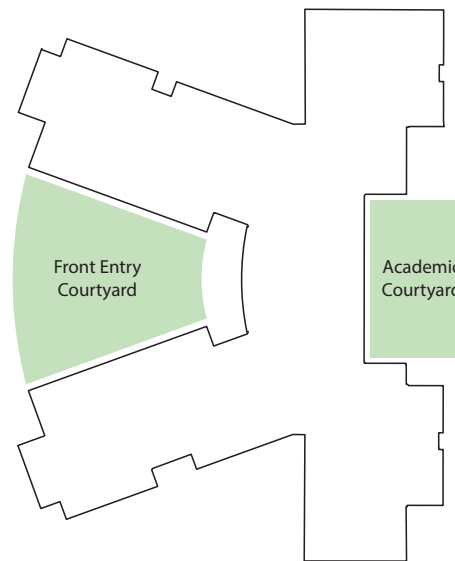
# **Peebles Elementary School**

## **School Building Tours**

Freeman-Kennedy Elementary School  
Norfolk, MA

Building Tour

**New Elementary School**  
Norfolk, MA



**Courtyards:** The front courtyard provides a pleasing and open area for the public at the main entry to the school. This area is used extensively during pick-up and drop-off times for students and teachers to congregate at the beginning and end of each day. Nestled between the two classroom wings, the rear academic courtyard, is a more secluded private area. This fenced-in area is used as an “outdoor classroom” and features student gardens, open patio space, and a rain garden.

*Entry courtyard (top) and academic courtyard (bottom) with media center between*























# HISTORY WALL

# FREEMAN CENTENNIAL SCHOOL

## H. OLIVE DAY SCHOOL



**ALVIN J. BENNETT**  
[Biographical text]



**ST. AIDAN P. KINISTER**  
[Biographical text]



**CLARENCE RUSSE WASHBURN**  
[Biographical text]



**CHARLES L. MASON**  
[Biographical text]



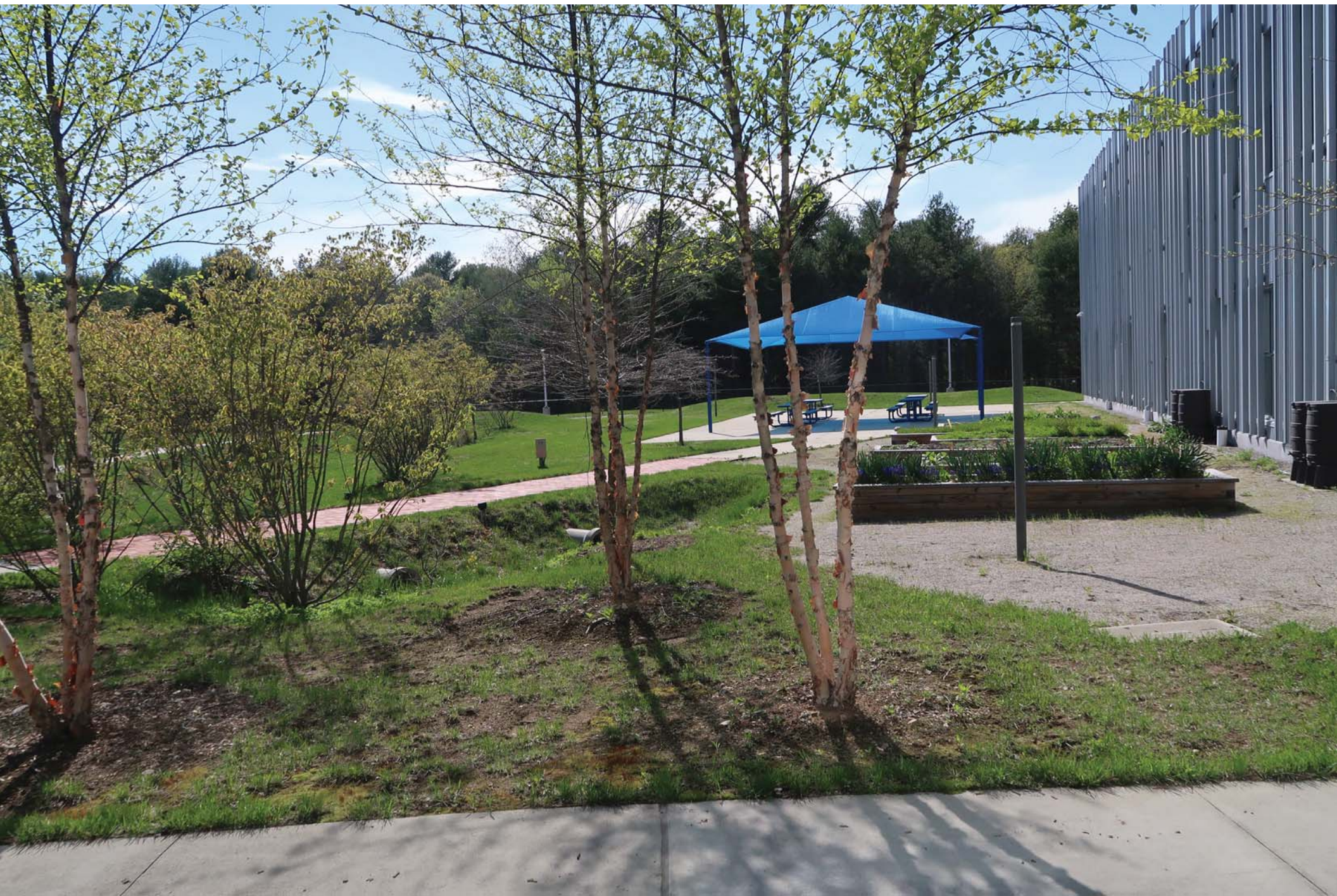
**GERTRUDE F. DAVIS McBEIDE**  
[Biographical text]



**MADÉLINE ROSE SAVORE**  
[Biographical text]

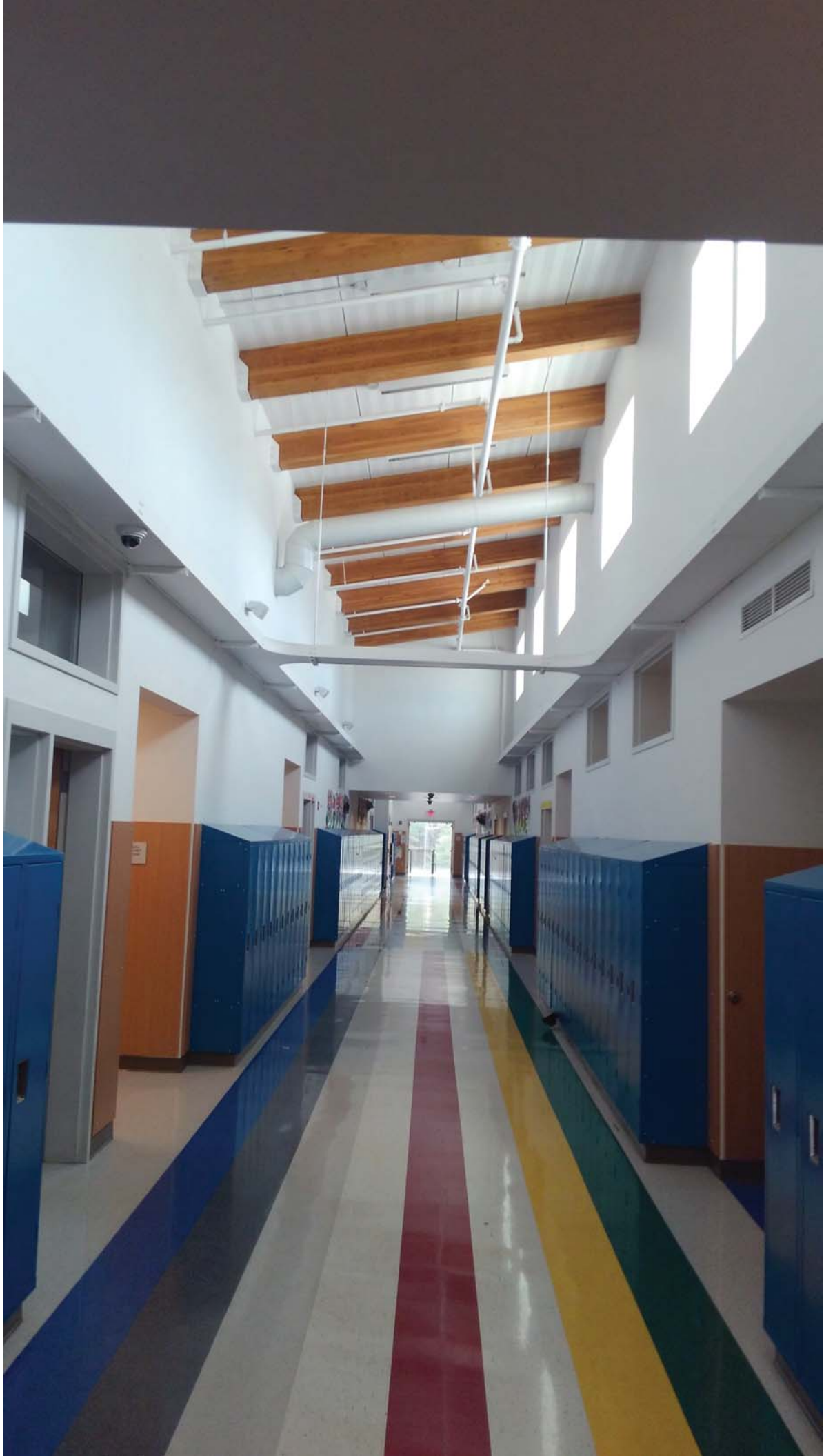












**School Building Committee**  
May 11, 2017

# **Peebles Elementary School West Bridgewater School Tour**

West Bridgewater Middle/Senior High School  
West Bridgewater, MA

Building Tour

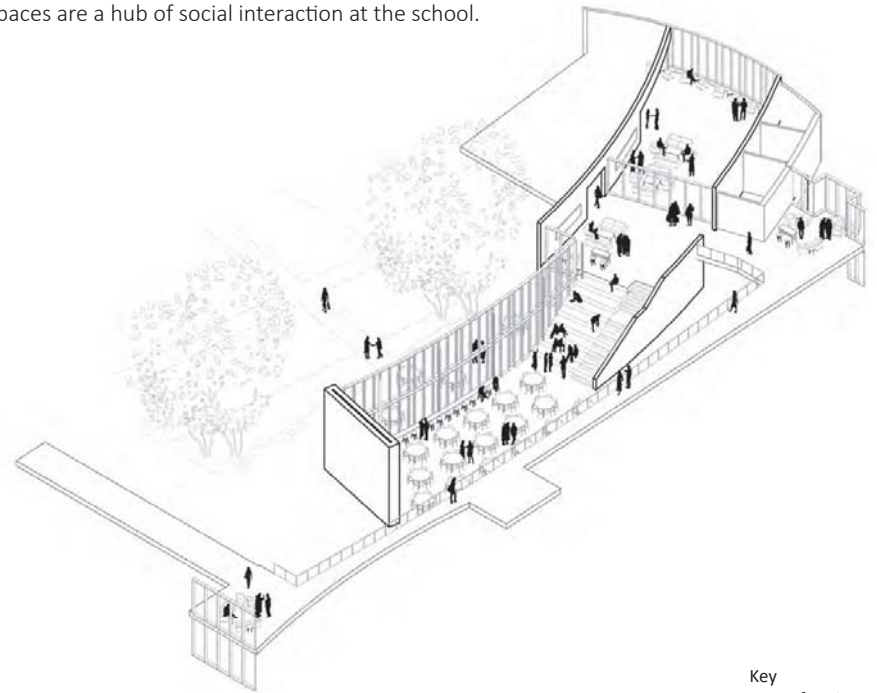




## New Middle/Senior High School

West Bridgewater, MA

**Commons:** The community wing consisting of the gymnasium, cafeteria, and auditorium is organized along a “main street”, an internal circulation spline offering various gathering opportunities. The tiered group seating, which connects the cafeteria on the first floor to the cyber cafe and media center above, serves as a large group meeting space. This sequence of spaces are a hub of social interaction at the school.

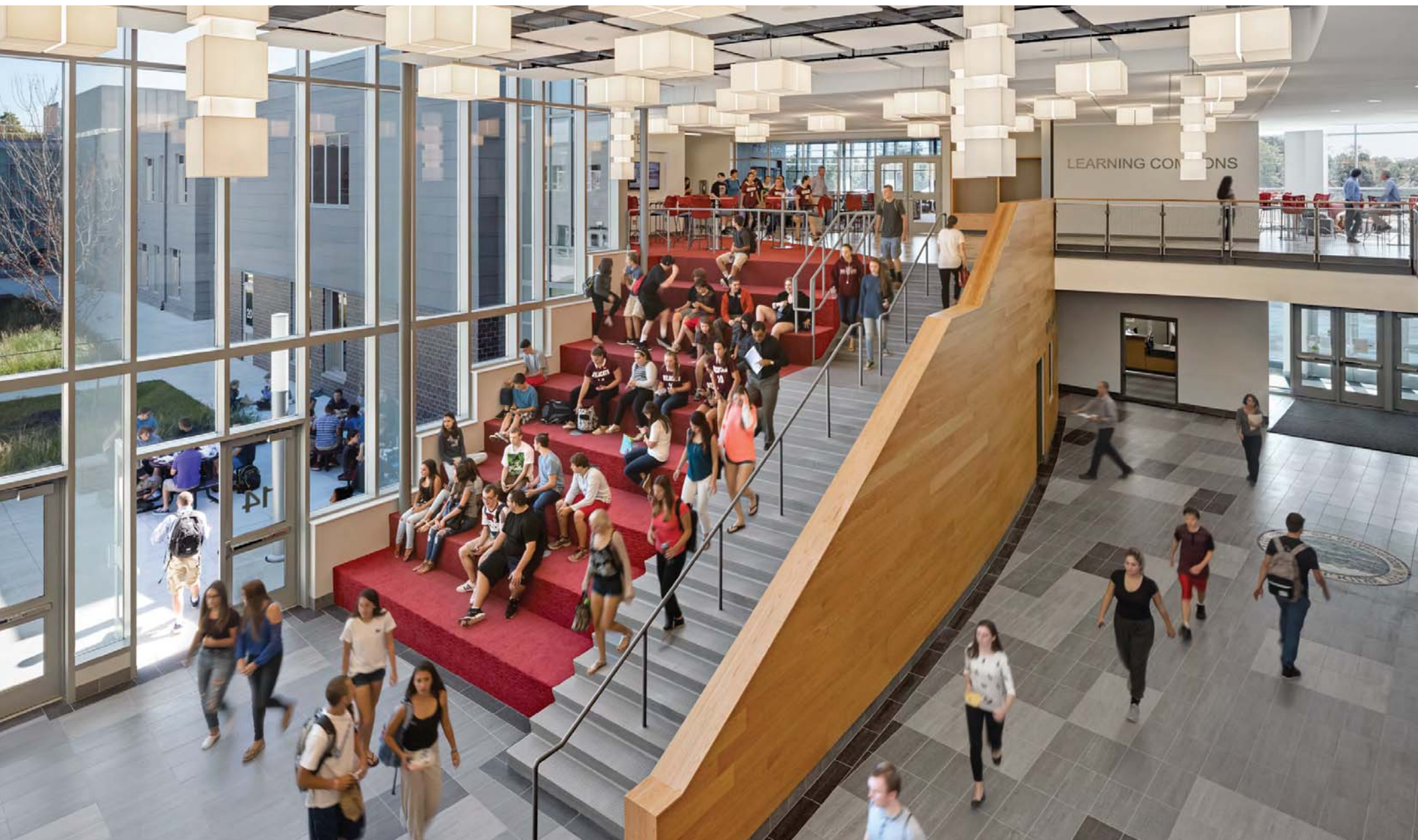


Key

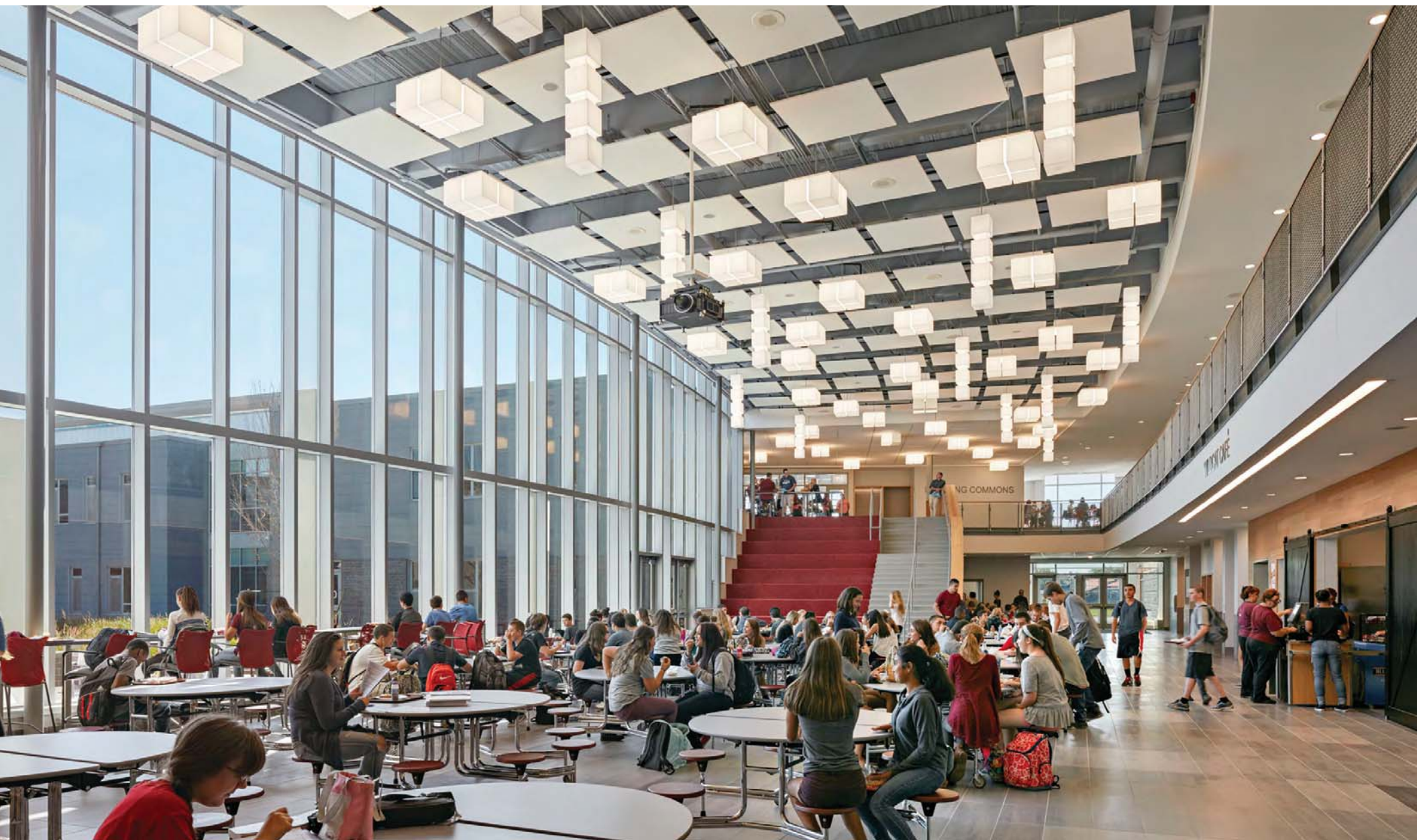
1. Cafeteria
2. Cyber Cafe
3. Media Center
4. Breakout















# CYBER CAFÉ

Welcome to the NEW WBSHS!!

Welcome to the NEW WBSHS!!

Welcome to the NEW WBSHS!!

1:14



WILDCAT



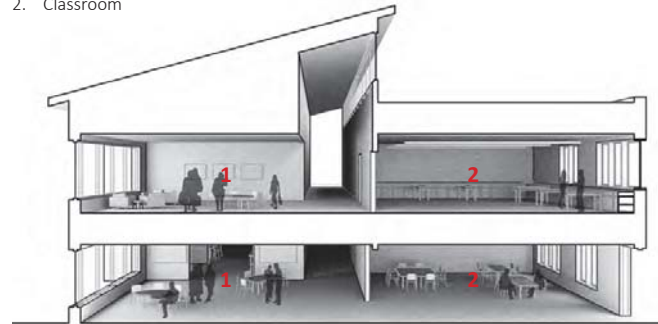
## New Middle/Senior High School

West Bridgewater, MA

### Academic Neighborhood:

The academic houses are comprised of classroom clusters that share a common 'team room' promoting both independent and collaborative learning, a departure from traditional classrooms off a corridor that allows for a more integrated learning experience. A dedicated STEAM academy provides spaces for science, math, robotics, arts, and video production.

- Key
1. Team Room
  2. Classroom



*Classrooms open to a collaborative breakout area for group learning*

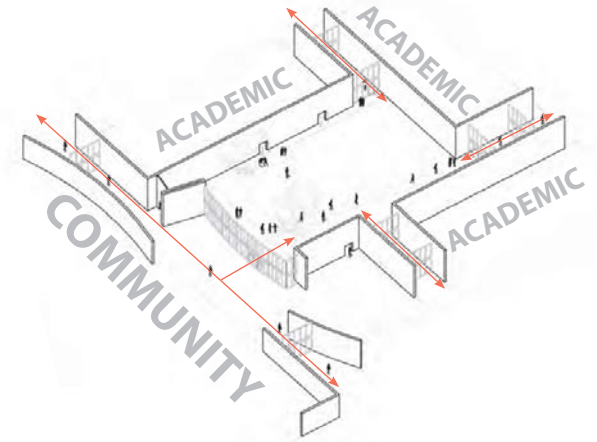




**New Middle/Senior High School**  
West Bridgewater, MA

**Connection to Outdoors:**

Large spans of glass between the various wings connect students and faculty to the interior courtyard and exterior surroundings. Informal gathering spaces located within the links have direct access to the courtyard.



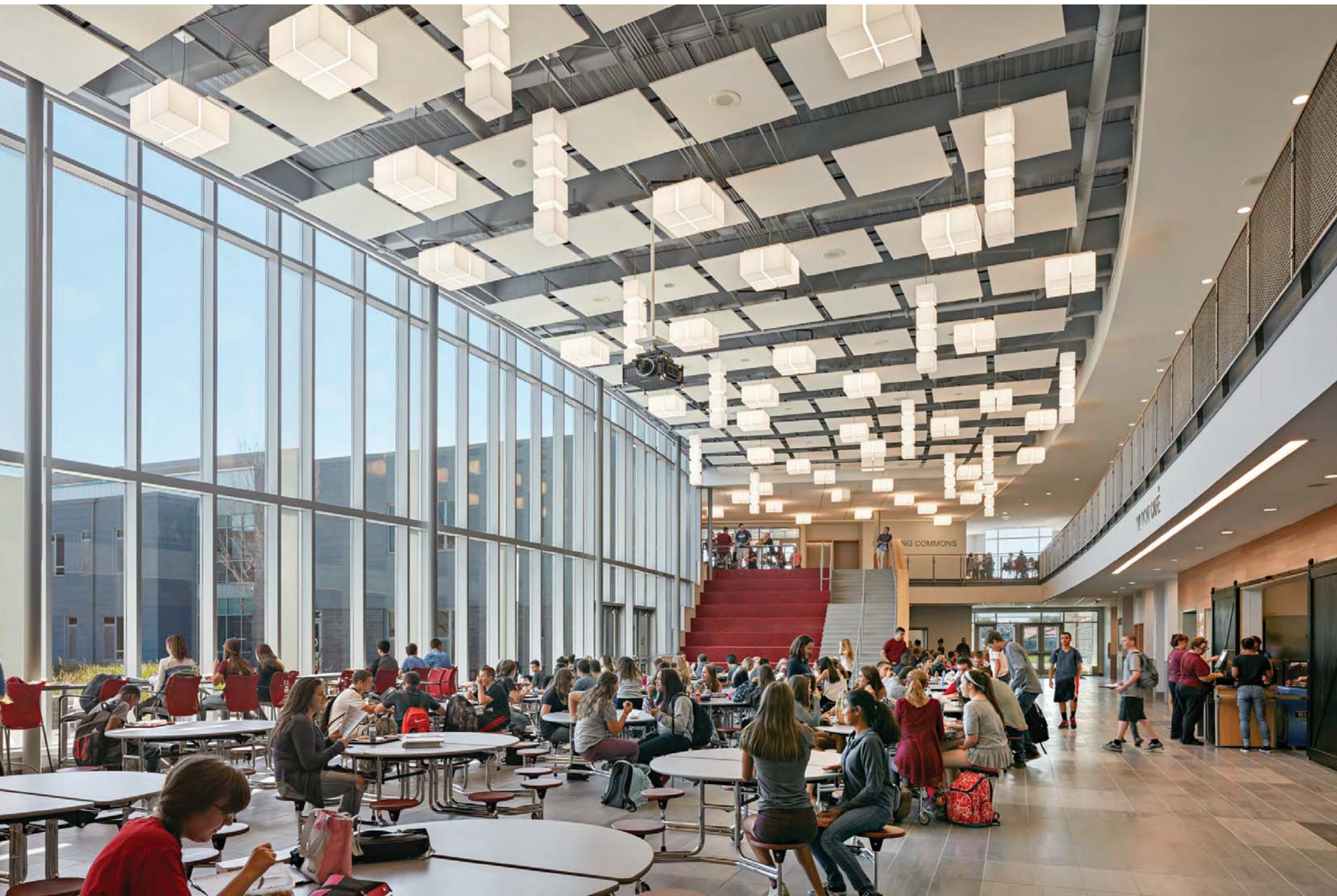








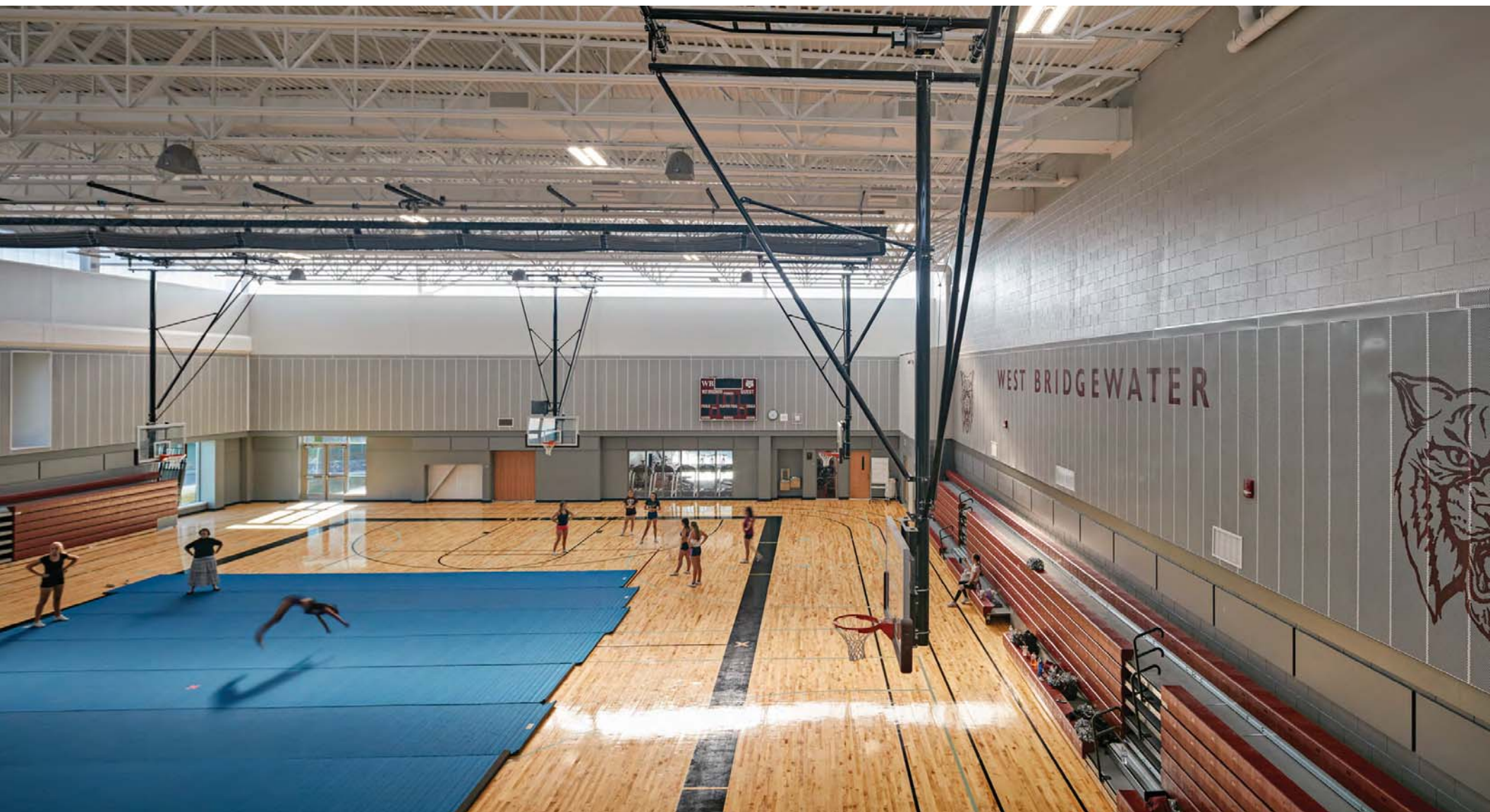




















WEST BRIDGEWATER MIDDLE-SENIOR HIGH SCHOOL