

**PROJECT MINUTES**

Project:	Peebles Elementary School Feasibility Study	Project No.:	15041
Prepared by:	Joel Seeley	Meeting Date:	7/28/2016
Re:	School Building Committee Meeting	Meeting No:	20
Location:	Bourne Veteran’s Memorial Community Center	Time:	6:30pm
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>
	Mitch McClain	Member, School Committee	<b>Voting Member</b>
✓	Natasha Scarpato	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>
	Mary Jo Coggeshall	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
	Jonathan Nelson	Director of Facilities, Town of Bourne	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	
	Betsy Farrell Garcia	FAI, Architect	
	Michael Cimorelli	FAI, Architect	
✓	Jim Flahive	Flahive Consulting	
✓	Joel Seeley	SMMA, OPM	

Item #	Action	Discussion
20.1	Record	Call to Order, 6:30 PM, meeting opened.
20.2	Record	A motion was made by P. Meier and seconded by N. Scarpato to approve the 6/30/16 School Building Committee meeting minutes. No discussion, motion passed unanimous by those attending, one abstention.
20.3	Record	J. Seeley distributed and reviewed the Project Budget Status Report, dated 6/30/16, attached.
20.4	Record	J. Seeley reviewed FAI Amendment No. 6, dated 7/21/16 for supplemental geotechnical investigation on the Peebles site in the amount of \$4,455.00 to be charged against ProPay Code budget 0003-0000, which has a balance of \$68,302.00.  A motion was made by P. Meier and seconded by R. Lavoie to approve FAI Amendment No. 6, dated 7/21/16 and recommend signature by T. Guerino. No discussion, motion passed unanimous.
20.5	K. Kovacs	K. Kovacs distributed and reviewed scope tasks 1, 2 and 3 for the High School capacity analysis and associated fees, dated 7/18/16 and attached.  Committee Discussion:  <ol style="list-style-type: none"> <li>1. W. Meier expressed concern that the enrollment projection information should remain with the school administration and not the project.</li> <li>2. R. Lavoie indicated the information is useful to understand the entire district.</li> <li>3. S. Lamarche indicated the analysis is needed to assist the Committee in its discussion with the community on why Option 5A is needed.</li> <li>4. J. Potter indicated task 2 does not appear to be required for the analysis. <i>R. Lavoie indicated task 3 can't be performed accurately without completing task 2.</i></li> </ol> A motion was made by P. Meier and seconded by R. Lavoie to approve tasks 1, 2 and 3 for the scope of the High School capacity analysis and request FAI to submit a formal amendment. No discussion, motion passed 5 in favor and 1 against.
20.6	S. Lamarche J. Seeley	J. Seeley to write a letter for S. Lamarche to MSBA requesting direction if the High School capacity analysis, performed by FAI, would be reimbursable.
20.7	Record	J. Seeley reviewed the potential Town self-performed sitework for Option 5A relative to the resignation of the Director of Facilities.  Committee Discussion:  <ol style="list-style-type: none"> <li>1. P. Meier indicated the position would potentially not be filled until after the fall Special Town Meeting.</li> </ol> After discussion, the Committee decided to complete the Schematic Design phase scope and cost estimates with the contractor performing the sitework.

Item #	Action	Discussion
20.8	J. Norton	J. Norton is taking the lead in developing a video tour of the existing Peebles that can be posted on the project website page as well as any Facebook page that may be created.
20.9	Record	J. Seeley distributed and reviewed the response to the MSBA comments on the PSR Submission, dated 7/6/16 and attached.
20.10	P. Meier J. Potter	<p>Update on Committee Membership</p> <ol style="list-style-type: none"> <li>1. N. Scarpato provided an update on the School Committee representatives to the Committee. C. Hyldburg and N. Scarpato will be the representatives, M. McClain will no longer be on the Committee.</li> <li>2. J. Potter indicated M. Coggeshall has resigned from the Committee.</li> <li>3. W. Meier asked if the MSBA will require full membership? <i>J. Seeley indicated the MSBA will require the positions to be filled and that they understand changes will occur during the course of the project.</i></li> <li>4. J. Potter to follow-up with the Town Moderator to fill the 2 vacant Member-at-Large vacancies.</li> <li>5. P. Meier to follow-up with the Town Administrator to fill the Facilities Director vacancy.</li> </ol>
20.11	J. Flahive K. Kovacs	<p>K. Kovacs and J. Flahive presented and reviewed a draft bus transportation plan for Option 5A, attached.</p> <p>Committee Discussion:</p> <ol style="list-style-type: none"> <li>1. S. Lamarche asked what percentage of communities utilize a Tier 2 or Tier 3 bussing plan? <i>J. Flahive indicated about 80% utilize a Tier 3 plan.</i></li> <li>2. S. Lamarche asked if there is an industry standard for average bus time durations? <i>J. Flahive indicated the maximum bus time duration per the State is one hour.</i></li> <li>3. R. Lavoie asked if Option 1 changes current school start/end times? <i>J. Flahive indicated yes, the Middle School start would change from 8:00am to 7:20am and Peebles would change from 9:00am to 8:00am.</i></li> <li>4. E. Donoghue indicated the Bournedale start change from 9:00am to 9:15am does not reflect a change, since currently the busses frequently arrive at 9:15am.</li> <li>5. The Committee decided to eliminate Option 2 as impractical.</li> <li>6. J. Flahive to add a 2 Tier Option for review.</li> <li>7. J. Flahive to review what the change in bus time durations may be in Option 1 per grade against the current durations.</li> <li>8. J. Flahive to review the impact of utilizing more 77 foot busses than currently utilized.</li> <li>9. J. Flahive to review impact of changing the Middle School start time to 7:30am.</li> </ol>

Item #	Action	Discussion
20.12	Record	K. Kovacs reviewed the 7/20/16 MSBA Board vote, attached, to approve Option 5A proceeding into Schematic Design, which will convert Bournedale to a District-wide grades PreK – 2 elementary school, construct a new District-wide grades 3-5 elementary school at the Peebles site, and return the 5 <sup>th</sup> grade to the elementary school. The reimbursement for the building construction will increase from \$299/sf to \$312/sf and the MSBA has indicated the appropriation voting may occur beyond the 120 duration.
20.13	Record	J. Seeley distributed and reviewed the SBC Meetings Schedule and Agenda, dated 7/22/16 attached.
20.14	J. Potter P. Meier	<p>J. Seeley distributed and reviewed a draft project schedule based on a May 2017 appropriation vote, attached. The May 2017 appropriation vote was brought up at the 5/18/16 Capital Outlay Meeting in which it was discussed possibly delaying the fall 2016 appropriation vote to coincide with the new Police Station construction vote at the 2017 Annual Town Meeting. Based on a May 2017 appropriation vote, construction would commence in summer 2018 and building move-in would occur in December 2019.</p> <p>Committee Discussion:</p> <ol style="list-style-type: none"> <li>1. J. Potter indicated only the Selectmen can make the decision on what warrants are brought before Town Meeting and whether or not to combine with the Police Station.</li> <li>2. P. Meier indicated the Selectmen have scheduled a 2016 Special Town Meeting for 10/3/16 and the deadline for warrants to be submitted to the Selectmen is 8/20/16.</li> <li>3. J. Potter indicated the project cost escalation between a 2016 fall appropriation and a 2017 May appropriation will be several hundreds of thousands of dollars increase to the project.</li> <li>4. The Committee indicated the appropriation vote should not be delayed and be placed on the 10/3/16 Special Town Meeting. P. Meier will submit a placeholder warrant for the project.</li> <li>5. J. Potter will contact the Town Clerk relative to a Ballot vote being scheduled within 90 days after the 10/3/16 Special Town Meeting.</li> </ol>
20.15	Committee	J. Seeley distributed and reviewed a draft FAQ sheet, dated 6/30/16 attached. The Committee to review for discussion at the next Committee meeting.
20.16	P. Meier R. Lavoie	<p>Old or New Business:</p> <ol style="list-style-type: none"> <li>1. P. Meier to request the Selectmen to schedule the Committee to present the project to them at the 8/23/16 Selectmen Meeting.</li> <li>2. R. Lavoie to request the Finance Committee to schedule the Committee to present the project to them at the next Finance Committee Meeting.</li> <li>3. P. Meier will confirm if any State agency is required to approve the ballot language in addition to MSBA.</li> </ol>

Project: Peebles Elementary School Feasibility Study

Meeting Date: 7/28/2016

Meeting No.: 20

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Item #	Action	Discussion
20.17	Record	Next <b>SBC Meeting: August 4, 2016 at 6:30 pm</b> at the Bourne Veteran's Memorial Community Center.
20.18	Record	A Motion was made by P. Meier and seconded by W. Meier to adjourn the meeting. No discussion, voted unanimously.

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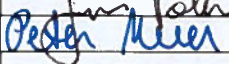



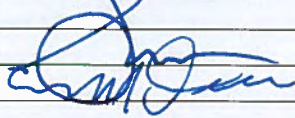
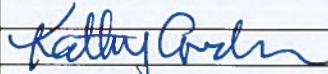

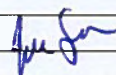
Attachments: Agenda, Project Budget Status Report, FAI Amendment No. 6, High School capacity analysis scope, District response to MSBA PSR Comments, MSBA Board Approval Letter, SBC Meetings Schedule and Agenda, Draft Bussing Plan, Draft project schedule based on a May 2017 appropriation vote, Draft FAQ sheet, Powerpoint 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: 7/28/2016  
 Re: School Building Committee Meeting Meeting No: 20  
 Location: Bourne Veterans Memorial Community Center, 234 Main Street, Buzzards Bay, Massachusetts Time: 6:30pm  
 Distribution: Attendees, (MF)

SIGNATURE	ATTENDEES	EMAIL	AFFILIATION
	James L. Potter	<a href="mailto:onsetjp@juno.com">onsetjp@juno.com</a>	Chairman, School Building Committee
	Peter J. Meier	<a href="mailto:pmeier@townofbourne.com">pmeier@townofbourne.com</a>	Bourne Board of Selectmen
	Christopher Hyldburg	<a href="mailto:chris@alpha-1.com">chris@alpha-1.com</a>	Chairman, Bourne School Committee
	Mitch McClain	<a href="mailto:mitchmcclain@comcast.net">mitchmcclain@comcast.net</a>	Member, Bourne School Committee
	Natasha Scarpato	<a href="mailto:scarpato4@comcast.net">scarpato4@comcast.net</a>	Member-At-Large
	Richard A. Lavoie	<a href="mailto:RichLavoie@gmail.com">RichLavoie@gmail.com</a>	Member, Bourne Finance Committee
	William Meier	<a href="mailto:Dusty22752@aol.com">Dusty22752@aol.com</a>	Building Trade Expert
	Mary Jo Coggeshall	<a href="mailto:mjcoggeshall@bourneps.org">mjcoggeshall@bourneps.org</a>	At-Large
	Frederick H. Howe	<a href="mailto:rickhowe9@gmail.com">rickhowe9@gmail.com</a>	Board of Health
	Steven M. Lamarche	<a href="mailto:slamarche@bourneps.org">slamarche@bourneps.org</a>	Superintendent of Schools, BPS
	Edward S. Donoghue	<a href="mailto:EDonoghue@bourneps.org">EDonoghue@bourneps.org</a>	Director of Business Services, BPS
	Thomas M. Guerino	<a href="mailto:tguerino@townofbourne.com">tguerino@townofbourne.com</a>	Town Administrator
	Jonathan Nelson	<a href="mailto:jnelson@townofbourne.com">jnelson@townofbourne.com</a>	Director of Facilities, Town of Bourne
	Elizabeth A. Carpenito	<a href="mailto:ecarpenito@bourneps.org">ecarpenito@bourneps.org</a>	Principal, BES
	Kathy Anderson	<a href="mailto:kanderson@bourneps.org">kanderson@bourneps.org</a>	Elementary/Special Education Secretary
	Janey Norton	<a href="mailto:jnorton@bourneps.org">jnorton@bourneps.org</a>	Principal, PES
	Kent Kovacs	<a href="mailto:kkovacs@flansburgh.com">kkovacs@flansburgh.com</a>	Flansburgh Architects
	Betsy Farrell Garcia	<a href="mailto:bgarcia@flansburgh.com">bgarcia@flansburgh.com</a>	Flansburgh Architects
	Joel Seeley	<a href="mailto:jseeley@smma.com">jseeley@smma.com</a>	SMMA

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**AGENDA**

Project:	Peebles Elementary School Feasibility Study	Project No.:	15041
Re:	School Building Committee Meeting	Meeting Date:	7/28/2016
Meeting Location:	Bourne Veterans Memorial Community Center	Meeting Time:	6:30 PM
Prepared by:	Joel Seeley	Meeting No.:	20
Distribution:	Committee Members (MF)		

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1. Call to Order
2. Approval of Minutes
3. Approval of Invoices and Commitments
4. Review MSBA Board Meeting
5. Review Schematic Design Phase Schedule and Deliverables
6. Review Town Meeting Vote Schedule
7. Preliminary Transportation Findings
8. Review Draft FAQ
9. Old or New Business
10. Public Comments
11. Next Meeting – August 4, 2016
12. Adjourn

**TOTAL PROJECT BUDGET STATUS REPORT**

ProPay Code	Description	Total Project Budget	Authorized Changes	Revised Total Budget	Total Committed	Budget Balance	% Comtd to Date	Actual Spent to Date	% Spent to Date	Projected Expenditure/ Commitments	Balance to Spend
<b>FEASIBILITY STUDY AGREEMENT</b>											
0001-0000	OPM Feasibility Study/Schematic Design	\$ 140,000.00	\$ (15,000.00)	\$ 125,000.00	\$ 117,100.00	\$ 7,900.00	94%	\$ 63,000.00	54%	\$ 54,100.00	\$ 62,000.00
0002-0000	A/E Feasibility Study/Schematic Design	\$ 500,000.00	\$ (135,000.00)	\$ 365,000.00	\$ 365,000.00	\$ -	100%	\$ 250,000.00	68%	\$ 115,000.00	\$ 115,000.00
0003-0000	Environmental & Site	\$ 90,000.00	\$ 50,000.00	\$ 140,000.00	\$ 71,698.00	\$ 68,302.00	51%	\$ 65,164.00	91%	\$ 6,534.00	\$ 74,836.00
0004-0000	Other	\$ 20,000.00	\$ 100,000.00	\$ 120,000.00	\$ 10,672.13	\$ 109,327.87	9%	\$ 672.13	6%	\$ 10,000.00	\$ 119,327.87
	<b>SUBTOTAL</b>	<b>\$ 750,000.00</b>		<b>\$ 750,000.00</b>	<b>\$ 564,470.13</b>	<b>\$ 185,529.87</b>	<b>75%</b>	<b>\$ 378,836.13</b>	<b>67%</b>	<b>\$ 185,634.00</b>	<b>\$ 371,163.87</b>



# ATTACHMENT F

## CONTRACT FOR DESIGNER SERVICES

### AMENDMENT NO. 6

**WHEREAS**, the Town of Bourne (“Owner”) and Flansburgh Associates, Inc., (the “Designer”) (collectively, the “Parties”) entered into a Contract for Designer Services for the Peebles Elementary School Project (Project Number 201400360010) at the Peebles Elementary School on September 22, 2015.  
“Contract”; and

**WHEREAS**, effective as of July 21, 2016, the Parties wish to amend the Contract:

**NOW, THEREFORE**, in consideration of the promises and the mutual covenants contained in this Amendment, and other good and valuable consideration, the receipt and legal sufficiency of which are hereby acknowledged, the Parties, intending to be legally bound, hereby agree as follows:

1. The Owner hereby authorizes the Designer to perform services for the Design Development Phase, the Construction Phases, and the Final Completion Phase of the Project, pursuant to the terms and conditions set forth in the Contract, as amended.
2. For the performance of services required under the Contract, as amended, the Designer shall be compensated by the Owner in accordance with the following Fee for Basic Services:

#### Fee for Basic Services:

	Original Contract	Prior Amendments	This Amendment	After this Amendment
Feasibility Study Phase	\$250,000.00	\$71,698.00	\$4,455.00	\$326,153.00
Schematic Design Phase	\$115,000.00			\$115,000.00
Design Development Phase	\$			
Construction Document Phase	\$			
Bidding Phase	\$			
Construction Phase	\$			
Completion Phase	\$			
<b>Total Fee</b>	<b>\$365,000.00</b>	<b>\$71,698.00</b>	<b>\$4,455.00</b>	<b>\$441,153.00</b>

This Amendment is a result of: Providing Additional Geotechnical Services

ProPay Code: 0003-0000

3. The Construction Budget shall be as follows:

Original Budget: \$ NA  
Amended Budget \$ NA

4. The Project Schedule shall be as follows:

Original Schedule: \$ NA  
Amended Schedule \$ NA

5. This Amendment contains all of the terms and conditions agreed upon by the Parties as amendments to the original Contract. No other understandings or representations, oral or otherwise, regarding amendments to the original Contract shall be deemed to exist or bind the Parties, and all other terms and conditions of the Contract remain in full force and effect.

IN WITNESS WHEREOF, the Owner, with the prior approval of the Authority, and the Designer have caused this Amendment to be executed by their respective authorized officers.

OWNER

Thomas M. Guerino  
(print name)  
Town Administrator, Town of Bourne  
(print title)

By \_\_\_\_\_  
(signature)  
Date \_\_\_\_\_

DESIGNER

Kent D. Kovacs, AIA LEED AP  
(print name)  
Vice President, Flansburgh, Associates, Inc.  
(print title)

By \_\_\_\_\_  
(signature)  
Date \_\_\_\_\_

# Flansburgh Architects

July 13, 2016

Mr. Joel G. Seeley AIA  
Symmes Maini & McKee  
1000 Massachusetts Ave.  
Cambridge, MA 02138

RE: Bourne Public Schools  
Geotechnical Engineering proposal

Dear Joel,

Attached is the proposal from Geotechnical Services Inc. for additional geotechnical engineering services at the Pebbles Elementary School. The purpose of the work is to provide us information on the subsurface soil conditions to determine bearing capacity, foundation design, and other subsurface related information to aid in the design of a new construction option on this site.

The fee is a reimbursable expense as defined in the primary MSBA contract in articles 4.11 and 9 with a 10% allowable markup.

The fee is as follows:

Pebbles Study: \$4,050  
Total: \$4,050 x 1.1(reimbursable) = \$4,455

Please prepare a Contract Amendment for our signature.

Sincerely,

FLANSBURGH ASSOCIATES INC



Kent Kovacs, AIA LEED AP  
Vice President



July 13, 2016

Mr. Kent Kovacs  
Flansburgh Architects, Inc.  
77 North Washington Street  
Boston, Massachusetts 02114-1910

Advanced copy via email: [kkovacs@flansburgh.com](mailto:kkovacs@flansburgh.com)

**Re: Proposal for Additional Geotechnical Engineering Services  
Pebbles Elementary School  
Bourne, MA  
GSI Project No. 215256**

Dear Mr. Kovacs:

Geotechnical Services, Inc. (GSI) is pleased to submit this proposal to complete a supplemental subsurface investigation study for the planned school development located at 70 Trowbridge Road in Buzzards Bay, MA.

## PROPOSED SCOPE OF WORK

Based on our understanding of the development, GSI proposes to undertake the following tasks:

1. Visit the project site and observe the existing conditions and determine its potential impact on the subsurface exploration plan to be implemented. Establish accessible locations for the test borings and mark them with spray paint for Dig Safe utility clearance (this is a legal requirement). Contact Dig-Safe and obtain Application Number. Dig-Safe is to complete its work within a period of three days upon notification.

It is understood that rights of entry and access to the property will be provided to us. It is also understood that all test boring locations as planned will be accessible by truck-mounted drilling equipment.

Information on the location of any underground utilities within the area of work will need to be furnished to us. We will contact Dig-Safe prior to mobilization of drilling equipment to the site, but we cannot assume responsibility for damage to underground features not indicated to us in advance.

2. Arrange to have a qualified drilling contractor drill five (5) test borings at the site. GSI will provide technical oversight as the drilling contractor implements the subsurface exploration program. Test borings are anticipated to be advanced to a depth of 25-ft below surface grade. Test borings may be advanced to deeper depths if poor soil conditions are encountered. During advancement of the borings, soil samples will be retrieved at the ground surface and subsequently at 5-ft intervals with a split-spoon sampler. Standard Penetration Tests (SPTs) will be performed at sampling intervals in general accordance with ASTM D1586. We anticipate the subsurface investigation to be completed in 1 day. All holes will be backfilled and compacted with the spoils. Excess spoils from the test borings and will be left on site. We will make every attempt to minimize any damage and disruption caused by the drilling operations; however, we have not budgeted to return to the site for additional cleanup purposes.

The subsurface exploration program will be conducted under the direct supervision of a geotechnical engineer or geologist from our office. The engineer/geologist will be responsible for coordinating all aspects of the work and soil exploration layout. Soil samples recovered during the exploration program will be visually classified in the field referencing the "Burmister System."

3. Prepare a brief geotechnical data report, electronic copy (PDF format), which will include the following items as applicable to the project and site:
  - A. Test boring logs indicating soil and rock conditions and water levels encountered.
  - B. Location plan of subsurface explorations.

**PROPOSED BUDGET**

Our estimated cost will be for a fee as follows:

<b>TASK NO.</b>	<b>STAFF ASSIGNMENT</b>	<b>TASK TOTAL</b>
1	Boring Layout and DIG SAFE	\$300
2	Subsurface Investigation Truck Rig (1 day) GSI Field Engineer (1 day)	\$2,300 \$700
3	Geotechnical Data Report	\$750
4	Attend Project Meeting, If Required (\$85/Hr)	(\$-)
<b>TOTAL GEOTECHNICAL SERVICES BUDGET</b>		<b>\$4,050</b>

The above budget includes the cost for reimbursable items and expenses. Our services will be provided in accordance with the attached Terms and Conditions. Additional services requested by your office, may be provided in accordance with the attached Rate Schedule or as a negotiated lump sum. We will contact you for your approval prior to commencing with any additional services.

The scope of work does not include the preparation of contract drawings or an assessment of the presence of oil or hazardous materials at the site, the characterization of excavated soil or groundwater that may be generated as a result of planned construction activity, and an assessment of the impact that contamination could have on the proposed construction.


**SCHEDULE**

Upon notice to proceed, GSI will clear the site with Digsafe and mobilize a drill rig to site within 10 to 15 business days. Within 5 business days after completion of the subsurface investigation, a copy of the geotechnical report will be submitted to your office.

**CLOSING**

We trust that this proposal is consistent with your needs at this time. You may formally enter into an agreement with us to accomplish the previously described scope of work by signing the enclosed copy of the proposal. We thank you for allowing us this opportunity to offer you our services and look forward to working with you on this project. Should you have any questions or require further assistance, please do not hesitate to contact our office.

Very truly yours,  
**GEOTECHNICAL SERVICES, INC.**

  
Glen V. Zoladz, P.E.  
Project Manager

Harry K. Wetherbee, P.E.  
Principal Engineer

Attachments: Terms and Conditions, Rate Schedule

**PROPOSAL ACCEPTANCE FORM**

This proposal and the Terms and Conditions of engagement are hereby accepted and executed by a duly authorized signatory, who by execution hereof, warrants that he/she has full authority to act for, in the name and on behalf of the client.

\_\_\_\_\_  
(Authorizing Signature)

\_\_\_\_\_  
(Typed Name and Title)

\_\_\_\_\_  
(Authorizing Authority)

\_\_\_\_\_  
(Date)



# GEOTECHNICAL SERVICES, INC.

## PROFESSIONAL SERVICES TERMS AND CONDITIONS - Geotechnical Investigations

**BILLING AND PAYMENT:** CLIENT recognizes that timely payment of GSI's invoices is a material part of the consideration GSI requires to perform the services indicated in this AGREEMENT. CLIENT shall pay GSI for services in accordance with the rates and charges set forth herein.

**COLLECTION COSTS:** If CLIENT fails to make payment when due and GSI incurs any costs in order to collect overdue sums from CLIENT, the CLIENT agrees that all such collection costs incurred shall immediately become due and payable to GSI. Collection costs shall include, without limitation, legal fees, collection agency fees and expenses, court costs, collection bonds, and reasonable GSI staff fees at standard billing rates for GSI's time in efforts to collect. This obligation of the CLIENT to pay GSI's collection costs shall survive the terms of this agreement or any earlier termination by either party.

**SUSPENSION OF SERVICES:** If CLIENT fails to make payments when due or otherwise is in breach of this agreement, then GSI may suspend performance of services upon 5 days written notification to CLIENT. GSI shall have no liability whatsoever to CLIENT for any costs or damages as a result of such suspension caused by any breach of this agreement by CLIENT.

**HOLDING HARMLESS:** CLIENT understands that "holding GSI harmless" as referred to in these Terms and Conditions, would, among other things require CLIENT to compensate GSI for any time spent or expenses incurred by GSI in defense of any claim for which CLIENT has agreed to indemnify GSI, in accordance with GSI's prevailing fee schedule and expense reimbursement policy relative to recovery of direct project costs.

**SAMPLES:** Soil, rock, and water samples obtained from the site which have not been consumed in testing become the property of the CLIENT, once the project account has been paid in full. Such samples will be held for thirty (30) days after payment, and will be disposed of thereafter unless delivery to CLIENT is requested in writing. It is CLIENT'S responsibility to select and arrange for disposal procedures which encompass removing the contaminated samples from GSI's custody and transporting them to a disposal site.

**DOCUMENTS:** All documents generated by GSI in the course of rendering service to CLIENT will remain the property of GSI. CLIENT agrees that all documents and/or plans provided by GSI in connection with services rendered will be utilized solely by CLIENT for their intended purpose. GSI will not intentionally divulge documents or information regarding its services to parties other than CLIENT unless requested in writing by CLIENT.

**SUBSURFACE EXPLORATIONS:** CLIENT should be aware that some damage to the terrain, vegetation, structures, or equipment on the site may occur in the normal course of work. CLIENT will not hold GSI liable for such damages and will make compensation to GSI if GSI is required to restore the land to its former condition. GSI will take reasonable precautions to limit damage to the site and to any subterranean structures. GSI will not be held liable for damages or injury, including consequential damages such as the loss of use or profit, resulting from interference with subterranean structures which are not called to our attention or are incorrectly located on plans furnished by CLIENT or others in connection with the work to be performed.

**FAILURE TO ENCOUNTER HAZARDOUS MATERIALS:** CLIENT understands that GSI's failure to discover hazardous materials through appropriate and mutually agreed-upon sampling techniques does not guarantee that hazardous materials do not exist at the site. Accordingly, CLIENT waives any claim against GSI, and agrees to defend, indemnify and save GSI harmless from any claims or liability for injury or loss arising from GSI's failure to detect the presence of hazardous materials through techniques commonly employed for the purpose.

**RIGHT OF ENTRY:** Unless otherwise agreed, CLIENT will furnish right-of-entry upon the site for GSI or its subcontractors to perform assessments or explorations as deemed necessary by GSI.

**STANDARD OF CARE:** GSI strives to provide its professional services in accordance with the care and skill ordinarily used by members of GSI's profession practicing under similar circumstances at the same time and in the same locality. GSI makes no warranties, express or implied, under this Agreement.

**JURISDICTION/CHOICE OF LAW:** The laws of the State of New Hampshire shall govern the rights and obligations of the parties under this Agreement and any disputes arising from this Agreement. Jurisdiction for any legal action arising from this Agreement shall be in the Goffstown District Court or the Hillsborough County Superior Court in the State of New Hampshire.

**SCOPE OF SERVICE:** GSI's services shall be limited to those expressly set forth in this Agreement. Consultant shall have no other obligations or responsibilities for the Project except as agreed to in writing.

**THIRD-PARTY CLAIMS:** Owner recognizes that the Contractor and Subcontractors will be solely in control of the Project site and exclusively responsible for construction means, methods, scheduling, sequencing, job-site safety and compliance with all construction documents and directions from Owner or building officials. GSI shall not be responsible for construction related damages, losses, costs, or claims, except only to the extent caused by Consultant's sole negligence.

**VALUE ENGINEERING AND MODIFICATIONS:** Upon the written request or direction of Client, Consultant shall evaluate and advise Client with respect to proposed or requested changes in materials, products, or equipment. Consultant shall be entitled to rely on the accuracy and completeness of the information provided in conjunction with the requested substitution. Client acknowledges that such changes may result in a reduction in the quality and performance of the project and accepts that risk in recognition of the objectives of the change. Accordingly, Consultant shall not be responsible for errors, omissions, or inconsistencies in information by others or in any way resulting from incorporating such substitution into the Project.

**HIDDEN CONDITIONS:** GSI shall notify CLIENT of any hidden conditions encountered by GSI which will affect the scope of GSI's work and/or its compensation under this Agreement. GSI is not responsible or liable for any cost resulting from an increase in the scope of its work or compensation under this Agreement associated with any hidden conditions encountered or discovered by GSI during the prosecution of its work.

**MONITORING OF CONSTRUCTION:** Should CLIENT for any reason not retain GSI to monitor construction, or should CLIENT unduly restrict GSI's assignment of personnel to monitor construction, or should GSI for any reason not perform construction monitoring during the full period of construction, CLIENT waives any claim against GSI, and agrees to indemnify, defend and save GSI harmless from any claim or liability for injury or loss arising from problems during construction that allegedly result from findings, conclusions, recommendations, plans or specifications developed by GSI.

**JOBSITE SAFETY:** Neither the professional activities of GSI, nor the presence of GSI or his employees or subconsultants at a construction site, shall relieve the General Contractor and any other entity of their obligations, duties and responsibilities including, but not limited to, construction means and methods, sequence, techniques or procedures necessary for performing, superintending or coordinating all portions of the Work of construction in accordance with the contract documents and any health or safety precautions required by any regulatory agencies. GSI and his or her personnel have no authority to exercise any control over the construction contractor or other entity or their employees in connection with their work or any health or safety precautions. The Client agrees that the General Contractor is solely responsible for jobsite safety, and warrants that this intent shall be made evident in the Client's agreement with the General Contractor. The Client also agrees that the Client, GSI and GSI's subconsultants shall be indemnified and shall be made additional insured under the General Contractor's general liability policy.

**LIMITATION OF LIABILITY:** CLIENT agrees to limit GSI's liability to CLIENT and all third parties arising from GSI's professional acts, errors or omissions, such that the total aggregate liability of GSI to all those named shall not exceed \$50,000 or GSI's total fee for the services rendered on this project, whichever is greater. CLIENT further agrees to require of all of their subcontractors an identical limitation of GSI's liability for damages suffered by the CLIENT or its subcontractors arising from GSI's professional acts, errors or omissions. KK

**CONSEQUENTIAL DAMAGES:** Notwithstanding any other provision of the agreement, neither party shall be liable to the other for any consequential damages resulting incurred due to the fault of the other party, regardless of the matter of this fault or whether it was committed by the CLIENT or GSI, their employees, agents, subconsultants or subcontractors. Consequential damages include, but are not limited to, loss of use and profit.

**INDEMNIFICATION:** GSI agrees, to the fullest extent permitted by law, to indemnify and hold CLIENT harmless from any damage, liability or cost (including reasonable attorney's fees and costs of defense) to the extent caused by GSI's negligent acts, errors or omissions in the performance of GSI's professional services under this contract and those of GSI's subconsultants or anyone for whom GSI is legally liable. CLIENT agrees to the fullest extent permitted by law, to indemnify and hold GSI harmless from any damage, liability or cost (including reasonable attorney's fees and costs of defense) to the extent caused by CLIENTS negligent acts, errors or omissions and those of CLIENT's subconsultants or anyone for whom CLIENT is legally liable, and arising from the project that is the subject of this agreement. GSI is not obligated to indemnify CLIENT in any manner whatsoever for CLIENT's own negligence.

**GEOTECHNICAL INVESTIGATION:** CLIENT understands that the education, experience, expertise, and capabilities of those who provide geotechnical engineering services and those who provide geoenvironmental services differ significantly. Those involved with a geotechnical engineering project may not notice indications of environmental concerns and, if they do, they may not report them. The same applies to personnel involved with geoenvironmental projects, with respect to geotechnical issues. Accordingly, CLIENT shall, to the fullest extent permitted by law, waive any claim against GSI, and indemnify, defend, and hold GSI harmless from any claim or liability for injury or loss arising from GSI alleged failure to report or report fully on environmental issues in instruments of geotechnical service or on geotechnical issues in instruments of geoenvironmental service. CLIENT also shall compensate GSI for any time spent or expenses incurred by GSI in defense of any such claim. Such compensation shall be based upon GSI prevailing fee schedule and expense reimbursement policy. (The term "any claim" used in this provision means "any claim in contract, tort, or statute alleging negligence, errors, omissions, strict liability, statutory liability, breach of contract, breach of warranty, negligent misrepresentation, or other acts giving rise to liability.")

**TIME BAR TO LEGAL ACTION:** All legal actions by either party against the other for breach of this agreement or any addendum to it, or for failure to perform in accordance with the applicable standard of care, or that are essentially based upon such breach or such failure, shall be barred after two (2) years have passed from the time the claimant knew or should have known of its claim, and under no circumstances shall be initiated after four (4) years have passed from the date by which GSI substantially completes its services. Substantial completion shall be defined to mean completion of monitoring services as called for hereunder, unless GSI's services shall be terminated earlier. After four (4) years have passed from the date of substantial completion, CLIENT agrees to indemnify, defend, and hold GSI harmless from any claim or liability or injury or loss allegedly arising from GSI's failure to perform in accordance with the applicable standard of care. In addition, CLIENT agrees to compensate GSI for any time spent or expenses incurred by GSI in defense of any such claim, with compensation to be based upon GSI's prevailing Rate Schedule and expense reimbursement policy.



# GEOTECHNICAL SERVICES, INC. - RATE SCHEDULE, 2016

## A. PROFESSIONAL STAFF

Principal Engineer	\$125/hr
Professional Engineer	95/hr
Field Engineer	75/hr
Staff Engineer	65/hr
Word Processing	45/hr

## B. CONSTRUCTION MONITORING SERVICES

Field Technician	135/½ day 240/full day
Steel Inspector (AWS Visual)	85/hr
Fireproofing Inspector	40/hr

## C. LABORATORY TESTING SERVICES

### Soils

Sieve Analysis (ASTM C-136 & C-117)	85/ea
Hydrometer Analysis (ASTM D422)	85/ea
Organic Content	100/ea
pH Determination	50/ea
Topsoil Nutrient Analysis	200/ea
Proctor ( Standard or Modified)	110/ea
Atterberg Limits	95/ea
California Bearing Ratio	350/ea
Consolidation Testing (Taylor Method)	450/ea
Falling/Constant Head Permeability	250/ea
Triaxial Permeability	325/ea
Unconfined Compressive Test	250/ea

### Concrete and Aggregates

Concrete Cylinder Compression	15/ea
Mix Design Review	250/ea
Concrete Core Compression Tests	50/ea
Masonry Prisms	35/ea
Mortar Cubes	35/ea
LA Abrasion	250/ea
Petrographic Analysis	cost + 20%

### Asphalt

Density Tests	150/ea
Asphalt Extraction Tests	200/ea
Mix Review	250/ea

## D. SUBSURFACE EXPLORATIONS

Subcontractor cost plus 20%

## E. EQUIPMENT/MISCELLANEOUS

Transportation of Materials to Lab	35/hr
Nuclear Density Gage	35/day
Photo Ionization Detector	50/day
Vibration Monitor	50/day
Guelph Permeameter	50/day
Groundwater Sampling Pump	50/day
Mileage	0.55/mi
UT Steel Testing Apparatus	100/day
Groundwater Monitor Wells	18/ft
Monitor Well Covers	100/ea
Overtime	50%
Low-Voltage Holiday Detector	35/day
Dry Film Thickness Gage	25/day
Vibration Monitor	50/day
Windsor probe test	100/shot
Swiss Hammer	50/day
Transit	50/day
Coring Rig and Crew	500/day
James Electric Resistivity	75/day
Static Cone Penetrometer	25/day
Dynamic Cone Penetrometer	50/day

- Rates and mileage charges are assessed portal to portal from Weare, NH or Boston, MA.
- Overtime surcharge for technical staff is 50%.
- Markup for reimbursable expenses is 20%.
- A surcharge of 50% applies to all same day service.
- Sundays and Holiday service are surcharged 100%.
- Interest rate of 1% per month may be applied to all overdue accounts.
- Test reports are subject to review by Principal Engineer.



# FlansburghArchitects

July 18, 2016

Mr. Joel G. Seeley AIA  
Symmes Maini & McKee  
1000 Massachusetts Ave.  
Cambridge, MA 02138

RE: Bourne Pebbles Elementary School Project-  
High School Capacity Review

Dear Joel,

The purpose of the High School capacity analysis is to understand the impact to the building and accessibility codes, hazardous materials, building systems and envelope, enrollment projections and educational curriculum relative to the high school's capacity.

The capacity analysis is performed in three stages and scope based on the following tasks:

Task I – Educational Programing and Space Planning: Flansburgh Architects will utilize the MSBA space guidelines and projected enrollments, performed by NESDEC, to analyze how the existing facility compares to the state space standards. The study will also consider other district and community programs that may affect functional, spatial, and programmatic placement within the existing building. Our team will review the district's educational goals for the high school and develop a design option that can best support the 21st Century teaching and learning methodologies. The design concept will consist of a proposed space template and 2D floor plans of the proposed first and second floor layout. The existing floor plans indicating how spaces are currently being used will be provided for comparison purposes. This task is required to understand the capacity of the existing school relative to future enrollments.

Task II –Assess Existing Building Conditions: Flansburgh Architects and the consultant team will conduct visual observations of various existing buildings systems and review existing documentation provided by the district to aid in producing an existing condition report. A review of the exterior building envelope and roof system, interior finishes, casework, ceilings, floors, walls, and doors as well as structural, mechanical, plumbing, electrical, fire protection will be evaluated for code compliance, handicap accessibility, energy efficiency, and system life expectancy. We will also meet with the facilities group to develop issues and needs surveys for the facility to gain an understanding from the user's perspective. This task is recommended to understand existing building systems capability.

Task III – Cost Estimating of Recommendations: Utilizing the existing building conditions report, a "code upgrade" estimate will be prepared to serve as a base line. This estimate is based on the school's current use, capacity and educational spaces. A second estimate will be prepared based on the design concept developed in Task I and recommendations for system upgrades or replacement from consultant team listed on the following chart.

# Flansburgh Architects

## BOURNE HIGH SCHOOL TASK MATRIX

	Task I	Task II	Task III
Nesdec - Enrollments	●		
Architecture	●	●	●
Structural		●	●
Landscape		●	●
Mechanical		●	●
Electrical		●	●
Plumbing		●	●
Fire Protection		●	●
Haz-mat		●	
Cost Estimating			●
Cost per task	\$5,125	\$9,500	\$4,500

Sincerely,

FLANSBURGH ASSOCIATES INC



Kent Kovacs, AIA LEED AP  
Vice President

# Massachusetts School Building Authority

**Deborah B. Goldberg**  
*Chairman, State Treasurer*

**Maureen G. Valente**  
*Chief Executive Officer*

**John K. McCarthy**  
*Executive Director / Deputy CEO*

July 20, 2016

Mr. Thomas M. Guerino, Town Administrator  
Bourne Town Hall  
24 Perry Avenue, Room 101  
Bourne, MA 02532-3441

Re: Town of Bourne, James F. Peebles Elementary School

Dear Mr. Guerino:

I am pleased to report that the Board of the Massachusetts School Building Authority (the "MSBA") has voted to approve the Town of Bourne (the "Town"), as part of its invitation for Feasibility Study, to proceed into Schematic Design to replace the existing James F. Peebles Elementary School with a new District-wide grades 3-5 elementary school on the existing site (the "Proposed Project").

It is my understanding that the Town anticipates seeking community approval for this Proposed Project in the spring of 2017. Therefore, it is critical that the Town, in conjunction with its Owner's Project Manager and Designer, submit a schedule to the MSBA as soon as possible, which should include: the work plan to complete all of the required documentation for presentation to the MSBA's Board of Directors at a future Board meeting; the date of the Town Meeting(s) at which the Proposed Project will be considered; and the anticipated design and construction schedule.

We will be contacting you soon to discuss these next steps in more detail, but in the meantime, I wanted to share with you the Board's vote to approve the Town of Bourne to proceed into schematic design to replace the existing James F. Peebles Elementary School with a new District-wide grades 3-5 elementary school on the existing site.

I look forward to continuing to work with you as the MSBA's grant program progresses. As always, feel free to contact me or my staff at (617) 720-4466 should you have any questions.

Page 2

July 20, 2016

Bourne Preferred Schematic Board Action Letter

Sincerely,



John K. McCarthy  
Executive Director

Cc: Legislative Delegation  
Donald J. Pickard, Chair, Bourne Board of Selectmen  
Christopher Hyldburg, Chair, Bourne School Committee  
Steven Lamarche, Superintendent, Bourne Public Schools  
Edward Donoghue, Director of Business Services, Bourne Public Schools  
James Potter, Chair, Bourne School Building Committee  
Joel Seeley, Owner's Project Manager, Symmes Maini & McKee Associates  
Kent Kovacs, Designer, Flansburgh Associates  
File: 10.2 Letters (Region 6)

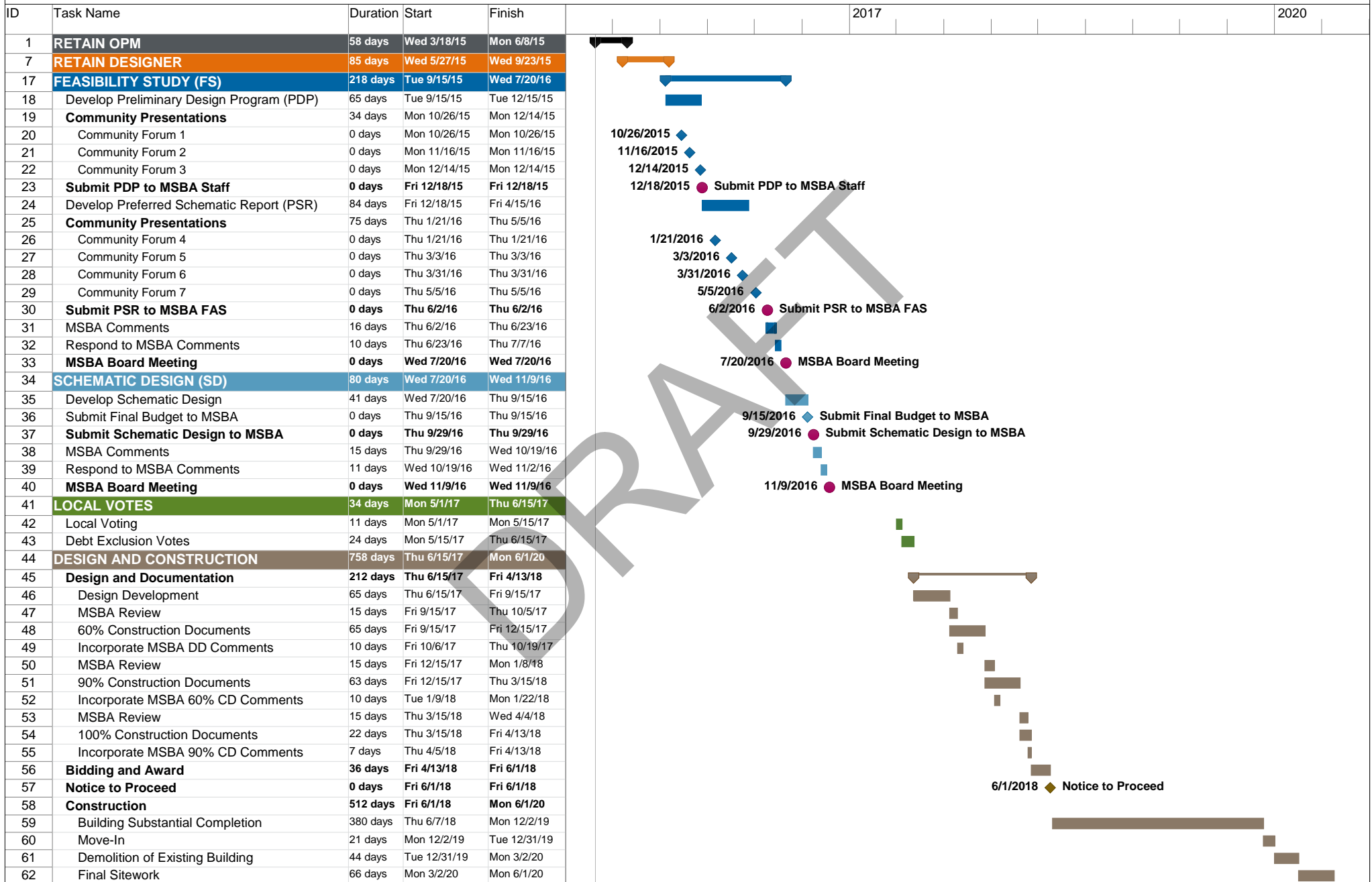
**SCHOOL BUILDING COMMITTEE  
PEEBLES ELEMENTARY SCHOOL**

All meetings held at the  
**Bourne Veterans Memorial Community Center at 6:30 PM**  
unless otherwise noted

**MEETINGS SCHEDULE AND AGENDAS**  
May 27, 2016 *Updated July 22, 2016*

DATE	AGENDA
<i>Schematic Design Phase (SD)</i>	
June 30, 2016	SCHOOL BUILDING COMMITTEE MEETING Review MSBA Comments
July 20, 2016	<i>MSBA BOARD MEETING</i>
July 21, 2016	SCHOOL BUILDING COMMITTEE MEETING - <i>NO QUORUM</i>
July 28, 2016	SCHOOL BUILDING COMMITTEE MEETING Review MSBA Board Meeting Review Schematic Design Phase Schedule and Deliverables Review Town Meeting Vote Schedule High School Capacity Study
August 4, 2016	SCHOOL BUILDING COMMITTEE MEETING Review Updated Site Plan and Floor Plans Review Preliminary Exterior Elevations Review CM at Risk Process Review Preliminary Technology Systems Review Preliminary FFE Layout
August 11, 2016	<b>COMMUNITY FORUM NO. 8 - 6:00 to 8:00 PM - BOURNEDALE ELEMENTARY SCHOOL CAFETERIA</b>
August 18, 2016	SCHOOL BUILDING COMMITTEE MEETING Review Progress Site Plan and Floor Plans Review Progress Exterior Elevations Review Final Mechanical and Electrical Systems Review Sustainable Design Features
September 8, 2016	SCHOOL BUILDING COMMITTEE MEETING Final Site Plan, Floor Plans and Elevations Final Project Cost Final Project Schedule Vote to submit Schematic Design Cost Estimate to MSBA
September 15, 2016	<i>SUBMIT SCHEMATIC DESIGN COST ESTIMATE TO MSBA</i>
September 20, 2016	<b>COMMUNITY FORUM NO. 9 - 6:00 to 8:00 PM - PEEBLES ELEMENTARY SCHOOL CAFETERIA</b>
September 22, 2016	SCHOOL BUILDING COMMITTEE MEETING - 7:00 PM Vote to submit Schematic Design Package to MSBA
September 29, 2016	<i>SUBMIT SCHEMATIC DESIGN PACKAGE TO MSBA</i>
	ADDITIONAL MEETINGS TO BE SCHEDULED





Updated: June 30, 2016

## The new Peebles Elementary School FAQ's

### 1. Why a grade 3-5 Peebles Elementary School?

This option replaces the existing Peebles School with a new facility serving a single intermediate school for students in grades 3 through 5, keeping an elementary school on the Cape side of the canal as part of greater campus with the middle and high school. It relocates the fifth grade into an elementary school setting and provides new educational opportunities at Bourne Middle School. This option creates an equal educational experience among the elementary schools, more streamlined curriculum and collaboration opportunities, a more focused 3-5 educational program with greater academic resources, and the unique opportunity for fifth grade students in leadership roles.

### 2. What will happen to the Bournedale School?

Creating a Pre-K-2 school will expand and enhance the early childhood program already in place. An early childhood program will be developed to include a universal kindergarten program available to all Bourne students. The existing Bournedale Elementary School possesses educational spaces size appropriately for grades PK through 2. The school currently has an undersized gymnasium and limited Special Education spaces that are more conducive for grades K-2.

### 3. What will happen to the Middle School?

Creating a 6-8 middle school will allow teachers and staff to use the middle school in the way in which it was intended when built. Teachers and staff can more narrowly focus curriculum, programs, and activities to early adolescent learners.

### 4. Why should the 5<sup>th</sup> grade be returned to the elementary school?

Moving the fifth grade to the 3-5 school further eases student transition to middle school as they will have already merged as a class, and experienced transition from the elementary school to the intermediate (3-5) school. Fifth grade students will take the school bus with students in their own age groups that will reduce exposure to behaviors of older students.

## 5. What options have been studied?

Seven design alternatives were discussed and evaluated at several School Building Committee meetings, Bourne Academic Leadership Team meetings, and 7 community forums. The committee focused on the following criteria when evaluating the options: educational benefits, size of building, cost, minimal disruption during construction, community access, transportation, student transitions, and the geographical challenge of the canal. The seven design alternatives explored are:

- Option 1A - New K-4 school (250 enrollment),
- Option 1G - Reno / Add K-4 school (250 enrollment)
- Option 2A - Reno / Add PK-4 school (725 enrollment)
- Option 3A - Reno / Add PK-4 school (885 enrollment)
- Option 4A - New K-5 school (410 enrollment)
- Option 4B - Reno / Add K-5 school (410 enrollment)
- **Option 5A - New 3-5 school (460 enrollment) The Bourne SBC Preferred Alternative**

## 6. Why not renovate instead?

The study demonstrated that due to the age and condition of the 62+ year old Peebles Elementary School, in order to meet the building code and the Massachusetts School Building Authority (MSBA) requirements for reimbursement, a renovation/addition would cost more than new construction.

## 7. Will it be longer to travel to school?

Text

## 8. Will school start times change?

Text

## 9. What are the benefits of grade spans?

While this is a shift from the current school configurations, there are potential benefits for all stakeholders of the Bourne Public Schools system. This option provides district-wide PK-2 at Bournedale, 3-5 at Peebles and 6-8 at BMS. By creating small grade span schools, each school will be able to focus on one specific stage of child development. There will be a building wide concentration of attention to the growth, emotional, physical, and curricular needs associated with each level of students.

## 10. Why not delay until the economy improves?

The School District has been approved by the State for reimbursement now at 47.84% of eligible costs. If the project is delayed it will be removed from the State funding list with no assurance that it will be reimbursed in the future.

**11. Is it the right time to build?**

Due to a slowly improving economy, borrowing costs are still at historic lows and due to a very competitive building climate, construction costs remain low but are on the increase. A delay will increase project costs.

**12. Can the new school option be reduced in size?**

In order to provide the educational spaces needed and meet the MSBA requirements for reimbursement, the new school must be sized as it is in the new design.

**13. What if the project is not approved by the Town?**

The Peebles Elementary School would require significant capital improvements over the next several years. One hundred percent of these costs would need to be paid by the Town.

**14. If the new building doesn't pass, can we use the state money to just repair the existing building?**

No, reimbursement from the MSBA is only intended for use on a building project that meets the MSBA requirements. In order to repair the existing building, the town would have to pay one hundred percent of the cost without any state reimbursement. This cost could be as much as the town's share for a new building.

**15. Will more teachers need to be hired because of the increased number of classrooms in the new building?**

No new teachers need to be added because of the new building.

**16. What is the total project cost?**

The total project cost is \_\_\_\_\_ million dollars.

**17. What is included in the total project cost?**

The total project cost estimate includes all construction costs including site work, playfields and demolition of the existing school. It also includes new furniture and technology equipment as well as fees, testing costs and contingencies.

**18. Will the MSBA share in the cost of the project?**

The MSBA will provide approximately \_\_\_\_\_ million dollars to the Town.

**19. What is the tax impact?**

The tax impact will be approximately \$\_\_\_\_\_/ \$1,000 of assessed residential value. On an average home assessed at \$398,944 that is \$\_\_\_\_\_/year, which is equal to \$\_\_\_\_\_/month or \$\_\_\_\_\_/day.

**20. When will the Town be voting to approve the project?**

Text

**21. What happens if the project is approved by the taxpayers?**

The project will then move into the design development phase where the design and drawings are further refined. This will be followed by the construction documents phase when the construction bid documents will be prepared by the Architect. Construction is currently projected to start in \_\_\_\_\_ with occupancy in \_\_\_\_\_ and final completion of the site work in \_\_\_\_\_ of \_\_\_\_\_.

**22. Why can't the Town start construction earlier?**

It requires about 10 months to complete the design and the construction documents after the Town votes for the project to move forward in \_\_\_\_\_. After that, there is a bid/award phase that requires an additional 2 months. This results in a \_\_\_\_\_ construction start.

**23. Why not find a new site?**

There is space on the existing Peebles Elementary site for the new school with space for adequate fields and parking. A new site would increase costs that would not be reimbursed by the state.

**24. Will ongoing use of Peebles Elementary be impacted during construction of the new school?**

Text

**25. Will the existing campus wastewater treatment facility have capacity for the new project?**

Text

**26. Will there be any special foundations required?**

Text

For questions and comments, please email: [bourne@smma.com](mailto:bourne@smma.com)

For additional information, please visit the project website at:  
<http://www.townofbourne.com/school-building-committee> ⇒ QuickLink:  
Peebles FAQ Sheet.

p:\2015\15041\00-info\faqs\bourne faqs\_updated\_fai&smma.doc

DRAFT



July 6, 2016

Ms. Kathryn DeCristofaro  
Capital Program Manager  
Massachusetts School Building Authority  
40 Broad Street  
Boston, Massachusetts 02109

**Re: Peebles Elementary School**

**Bourne, Massachusetts**

*District's Responses to the Preferred Schematic Report  
Review Comments*

*SMMA No. 15041*

Dear Kathryn:

Please find the District's Responses to the MSBA's Preferred Schematic Report Review Comments of June 22, 2016.

Very truly yours,

**SMMA | Symmes Maini & McKee Associates**



Joel G. Seeley  
Principal

cc: James Potter, SBC Chair (MF)

enclosures: District's Responses to the Preferred Schematic Report Review Comments of June 22, 2016

**July 6, 2016**

**District Responses to the Preferred Schematic Report Review Comments**

**District: Town of Bourne**

**School: James F. Peebles Elementary School**

**Submittal Due Date: June 2, 2016**

**Submittal Received Date: June 3, 2016**

**Review Date: June 6-20, 2016**

**Reviewed by: C. Forde, C. Alles, J. Jumpe**

**MSBA REVIEW COMMENTS Attachment A:**

**3.3.1 Introduction** – Provide the following:

- Overview of the process undertaken since submittal of the Preliminary Design Program that concludes with submittal of the Preferred Schematic Report, including any new information and changes to previously submitted information – *This section of the submittal refers to Option 5A as a PK-8 grade configuration with 460 students, but it actually is a 3-5 grade configuration with 460 students. Please correct this information, and make sure the option details are consistent throughout the submission moving forward.*

**Response:** Refer to attached “Overview of Process” for corrected information

**3.3.3 Final Evaluation of Alternatives**

Include at least three potential alternatives, with at least one renovation and/or addition option. Include the following for each alternative where appropriate:

- Evaluation of the potential impact that construction of each option will have on students and measures recommended to mitigate impact – *The information provided indicates that Options 1A, 4A, and 5A would be new construction projects at the existing Peebles Elementary School site. The information provided also indicates that these three options would result in minimal disruption to students because they would be single phase construction projects. Option 4B would be a renovation with additions at the existing Peebles Elementary School; this would require phased construction because the school would be occupied during construction. Finally, Option 2A would be a renovation with additions at the existing Bournedale Elementary School; this would require phased construction because the school would be occupied during construction. Please ensure that further detail is provided in the subsequent schematic design documents that clearly describes and illustrates the separation, safety provisions, and possible construction laydown areas that will be applied during construction on the occupied site.*

**Response:** Further detail will be provided in the schematic design documents

- The source, capacities, and method of obtaining all utilities
  - *Storm drainage – Per the Civil Engineering Report, it has been recommended that any proposed work should include the cleaning of the existing drainage system around the school site, and all existing catch*

*basins and drainage structures should be inspected to determine if any structures need to be replaced. Please confirm this recommendation will be incorporated into the schematic design.*

**Response:** This recommendation will be incorporated if the final design requires use of the existing system or tie-in from a new to existing during the schematic design phase.

- *Natural gas – As indicated in the submission there is currently a gas moratorium for new projects on the Cape side of the canal. Please confirm that the preferred solution will not exceed the current load of the existing school.*

**Response:** The new design load of the mechanical and kitchen equipment will not exceed the current load of 6,364,000 BTUH at the existing Peebles Elementary School.

- A proposed total project budget and a construction cost estimate using the Uniformat II Elemental Classification format (to as much detail as the drawings and descriptions permit, but no less than Level 2) – *This section of the submittal refers to Option 5A as a K-5 grade configuration with 460 students, but it actually is a 3-5 grade configuration with 460 students. Please correct this information, and make sure the option details are consistent throughout the submission moving forward.*

**Response:** Refer to attached “Section F. Estimated Total Project Budget” for corrected information

### **3.3.4 Preferred Solution** – Provide the following:

- **Educational Program**

- Summary of key components and how the preferred solution fulfills the educational program
  - *Please indicate if the District plans to incorporate 1:1 technology in the future.*

**Response:** We continue to build on mobile carts that have broadband devices (e.g. Chromebooks) as well as an expanding BYOD model.

- *Please describe how the District plans on utilizing computer labs in the future.*

**Response:** The district will continue to utilize computer labs at the elementary, middle and high school levels in the future. Fixed Computer stations will be incorporated into the proposed Learning Commons of Option 5A and limited fixed stations will support project specific use in the iStudio.

- *Please provide a detailed narrative that describes the District's transportation schedule as a result of the proposed grade reconfigurations.*

**Response:** The district is currently evaluating how the transportation schedule may be impacted due to the proposed grade span configuration. Adjustments to the start and end times of district schools will be considered based on the current three tier system. The district's transportation coordinator, business manager, design team's traffic consultant and the design team's transportation consultant have conducted multiple meetings with preliminary findings to be presented at the July 21, 2016 School Building Committee meeting.

- **Building Plans**

- Provide conceptual floor plans of the preferred solution, in color that are clearly labeled to identify educational spaces.

- *Please label all spaces on the floor plans and confirm they align with the space summary provided.*

**Response:** Refer to attached floor plans with labels. All spaces illustrated on the floor plans align with the space summary

- *Please provide an interior circulation diagram that describes how students will transition into the school from the drop off areas, from the classrooms to the cafeteria, and exit the school at time of dismissal. In addition, provide the same information for an individual that is physically challenged. The intent is to understand how students will be traveling through the building on a daily basis.*

**Response:** Refer to attached floor plans with requested information illustrated

- *Please describe how the physically challenged will access the stage.*

**Response:** Access to the stage will be through the use of an internal ramp. The ramp will be at a height of approximately 24 inches above the first floor elevation. This will be shown in greater detail in the schematic design documents. Refer to attached enlarged stage plan.

- *Please indicate if the building is intended to be used by the community. If so, please describe how the building will be used, how the community will enter the building, and how the building will be secured and monitored.*

**Response:** The school project will support community use. Visitors for community events will use the larger parking area to

the south and access the building through the main school entrance on the east side of the building. Community use will be limited to the first floor for use of the gymnasium, cafeteria and learning commons. The academic wing on the first floor can be locked-off during an evening event. Access to the second level classroom wing will be restricted by multiple sets of alarmed doors activated after hours. Refer to attached “Community Use” plan.

- **Site Plans** – Provide clearly labeled site plans of the preferred solution including, but not limited to:
  - Site access and circulation – *Please describe other alternatives that were explored as part of developing the Preferred Schematic Report, specifically the circulation and location of the busses and parent pick-up/drop-off. In addition, please describe how a physically challenged individual will access the building.*

**Response:** The following were alternatives explored related to site circulation.

Scenario 1- the design team first considered the parent-drop off location on the west of the building with the bus drop off on the south. The car drop-off on the west side provided a nice entry sequence away from the loading dock and between the two academic wings creating a clear separation from the bus drop off. The bus drop off to the south of the building offered a large green space to the east of the building on approach.

Scenario 2 – This moved the car-drop off location to the north side of the building while keeping the bus drop-off to the south as in scenario 1. The change in location for the car drop-off provided ample queuing space and also allowed the car drop and bus drop to share one entry plaza and access point adjacent to the administration office.

Scenario 3 -Lastly a dedicated bus drop off loop was created east of the main entrance and the car drop off remained on the north as described in scenario 2. The new bus drop of location provides better visual security of the kids in front of the school entrance rather than around the corner to the south. Both the car and bus drop-off locations share one entry plaza and access point.

- Safety and security features – *Not specifically indicated on plans. Please provide. Also, please confirm that first responding emergency representatives have been consulted in the planning process and associated requirements have been incorporated into the preferred solution.*

**Response:** Refer to attached site plan with requested information illustrated. The administrative team has provided input related to safety and security for the design alternative and is responsible for the well being of students and staff during the school day and community use of the

facility in the evening. The police, fire, and other emergency responders will be consulted during schematic design phase.

- Utilities – *Not specifically indicated on plans. Please provide.*  
**Response:** Refer to attached site plan with requested information illustrated
- **Budget** – Provide an overview of the Total Project Budget and local funding including the following:
  - List of other municipal projects currently planned or in progress – *Not provided, please include as part of the District’s response to MSBA’s PSR review comments.*  
**Response:** The Town’s five-year Capital Plan is attached identifying other municipal projects currently planned or in progress.
  - District’s not-to-exceed Total Project Budget – *The submittal indicates in section 3.3.4H that the District’s not-to-exceed Total Project Budget is \$41,492,585. In addition, this section of the submittal refers to Option 5A as a K-5 grade configuration with 460 students, but it actually is a 3-5 grade configuration with 460 students. Please correct this information, and make sure the option details are consistent throughout the submission moving forward.*  
**Response:** Refer to attached “Section H. District’s not-to-exceed” for corrected information.
- **Schedule** – Provide an updated project schedule including the following projected dates:
  - District Response to MSBA Review Comments – *Please incorporate fourteen (14) days for the District to respond to the MSBA’s review comments for DD, 60% CD and 90% CD submittal reviews.*  
**Response:** The project schedule is based on working days. The 10 working days shown for the District to respond to the DD, 60% CD and 90% CD submissions equates to the required 14 calendar days.

### 3.3.5 Local Actions and Approvals to include:

- Certified copies of the School Building Committee meeting notes showing specific submittal approval vote language and voting results, and a list of associated School Building Committee meeting dates, agenda, attendees and description of the presentation materials – *Please provide the School Building Committee meeting documentation for the May 26, 2016 meeting.*  
**Response:** Certification of the May 26, 2016 School Building Committee meeting minutes has been provided to MSBA and is attached.
- Provide the following to document approval and public notification of school configuration changes associated with the proposed project:
  - A description of the local process required to authorize a change to the existing grade configuration or redistricting in the district – *Please confirm*

*that there are no additional votes or approvals required to reconfigure the elementary schools from the current neighborhood configuration to the proposed District-wide configuration.*

**Response:** There are no other requirements to change grade spans in Bourne Public Schools. The School Committee vote weighed the interests of the community and the results of the community forums before taking their final vote May 11, 2016



**July 6, 2016**

**District Responses to the Preferred Schematic Report Review Comments**

**District: Town of Bourne**

**School: James F. Peebles Elementary School**

**Submittal Due Date: June 2, 2016**

**Submittal Received Date: June 3, 2016**

**Review Date: June 6-20, 2016**

**Reviewed by: C. Forde, C. Alles, J. Jumpe**

**The MSBA review comments are as follows Attachment B:**

- **Core Academic** – The District is proposing to provide a total of 18,900 net square feet (nsf) which is 1,100 nsf below the MSBA guidelines. The MSBA accepts this variation to the guidelines. However, please include the 1,000 nsf Innovation Studio (“iStudio”) space in this category.  
**Response:** Refer to attached updated space summary reflecting the “iStudio” category relocation.
- **Art and Music** – The District is proposing to provide a total of 8,600 nsf which is 275 nsf below the MSBA guidelines. Please verify that the proposed square footage is sufficient to deliver the District’s programmatic needs in the District’s response to MSBA’s Preferred Schematic Report review comments.  
**Response:** The district is proposing to provide a total of 2,300 nsf which is 275 nsf below the MSBA guidelines. The music classroom at 1,000 nsf and (2) music practice rooms at 75 nsf satisfies the district’s music program.
- **Other** – The District is proposing to provide a 1,000 nsf “iStudio” space to be utilized as a resource space used by all classes. The proposed space is to be modeled after the “iStudio” at the current Bourne High School. Based on the information provided in the District’s Educational Program which supports such a space, the MSBA takes no exception to include this space in the proposed project. However, please relocate this space into the Core Academic category and resubmit an updated space summary.  
**Response:** Refer to attached updated space summary reflecting the “iStudio” category relocation.
- **Total Building Net Floor Area** – The District is proposing to provide a total of 48,453 nsf which is 375 nsf below the MSBA guidelines. Please address the comments provided in the categories above and resubmit in order for the MSBA to establish an allowable nsf.  
**Response:** The updated space summary reflects the comments above.
- **Total Building Gross Floor Area** – The District is proposing to provide a total of 72,680 gsf which is 1,533 gsf below the MSBA guidelines. Please address the

comments provided in the categories above and resubmit in order for the MSBA to establish an allowable gsf.

**Response:** The updated space summary reflects the comments above.







A. Overview of process undertaken to arrive at Preferred Alternative

Since the Preliminary Design Program (PDP) report was completed on December 18, 2015 the Bourne School Building Committee (SBC) has met bi-weekly for the past five months and conducted four community forums to evaluate the design alternatives that were selected at the end of the PDP phase. A fifth option emerged during the PSR phase from this collaborative process that addresses the needs entire Bourne educational system and geographical challenge of a community separated by the Cape Cod Canal. The 5 design alternatives evaluated are:

1A - New	Grades K-4, 250 students.
2A - Reno /Add	Grades PK-4, 725students.
4A - New	Grades K-5, 410 students.
4B - Reno /Add	Grades K-5, 410 students.
5A - New	Grades 3-5, 460 students.

In April and May of 2016 many of the committee and community members spoke in favor of the grade span Option 5A as the solution that addressed the need of the Peebles Elementary School project the best. Two community wide web-based surveys were conducted for greater reach with over 900 participants. The feedback from the community at the forums and survey comments were instrumental in the School Building Committee decision making process.

The plan presented would create an early elementary school at Bournedale serving grades PK-2, an upper elementary at Peebles serving grades 3-5 and the Bourne Middle School serving grades 6-8. This option resonated with the community at Forums 6 and 7 with the ability to create an equal educational experience among the elementary schools, a more focused program and resources at each school, and placing the fifth grade into an elementary school setting

On May 26, 2016, the SBC voted to submit to the MSBA the Feasibility Study with the preferred option that best fulfills the needs of the entire school system, not just a singular building.

Given this information it appears to be prudent to design the new Option 5A Grades 3-5, based on grade spans, in the Town of Bourne.

#### F. Estimated Total Project Budget

The Total Project Budget for Option 1A – New Grade K-4 Elementary School at the Peebles Site is \$36,494,586.

The Total Project Budget for Option 1G – Renovation and Addition Grade K-4 Elementary School at the Peebles Site is \$37,416,031.

The Total Project Budget for Option 2A – Renovation and Addition Grade PK-4 Elementary School at the Bournedale Site is \$38,634,459.

The Total Project Budget for Option 4A – New Grade K-5 Elementary School at the Peebles Site is \$41,288,273.

The Total Project Budget for Option 4B – Renovation and Addition Grade K-5 Elementary School at the Peebles Site is \$42,780,965.

The Total Project Budget for Option 5A – New Grade 3-5 Elementary School at the Peebles Site is \$41,492,585.



- KEY**
- 1. Arts & Innovation Studio:  
-Grouped with Arts, Music Makers Space & Learning Commons to promote collaboration, shared resources
  - 2. Outdoor Classroom:  
-Limits distraction to academic classrooms project area with water, power
  - 3. Community:  
-Stage open to gym & cafe to support larger venue to support greater community events on south side of the canal
  - 4. Academic:  
-Neighborhood collab/display
  - 5. Play Area:  
-Adjacent to Gymnasium to limit distraction to academic classrooms
  - 6. Campus Resource:  
- Adjacent to Middle School and High School Historic Village, Canal
  - 7. Entry Plaza connects separate car and bus zones

Bourne  
Pebbles Elementary School  
70 Townbridge Rd  
Buzzards Bay, Massachusetts

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Boston, MA 02108

Tavares Design Consultants  
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3 Summer Street  
Chelmsford, MA 01824

Waterman Associates, Inc.  
Landscape  
31 East Main Street  
Westborough, MA 01581

Boston Building Consultants  
Structural Engineer  
241 A Street, Suite 220  
Boston, MA 02210

PMC-MA  
Cost Estimators  
59 South Street  
Hingham, MA 02043



Sheet Title: First Floor Plan Option 5A  
PSR

Drawn By: MTC	Project #: 1514.00
Reviewed By:	Scale: 3/32" = 1'-0"
Date: 2016.06.06	CS2 File Name: 05.12.14
A1.01	





**KEY**

<p><b>1. Arts &amp; Innovation Studio:</b> -Grouped with Arts, Music Makers Space &amp; Learning Commons to promote collaboration, shared resources</p> <p><b>2. Outdoor Classroom:</b> - Limits distraction to academic classrooms project area with water, power</p> <p><b>3. Community:</b> - Stage open to gym &amp; cafe to support larger venue to support greater community events on south side of the canal</p>	<p><b>4. Academic:</b> -Neighborhood collab/display</p> <p><b>5. Play Area:</b> -Adjacent to Gymnasium to limit distraction to academic classrooms</p> <p><b>6. Campus Resource:</b> - Adjacent to Middle School and High School Historic Village, Canal</p> <p><b>7. Entry Plaza:</b> connects separate car and bus zones</p>
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**Bourne Peabody Elementary School**  
70 Townbridge Rd  
Bourne, Massachusetts

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Boston, Massachusetts 02114  
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Architecture  
Master Planning  
Space Planning  
Interior Design

**Symmes Maini & McKee Associates**  
Owner's Project Manager  
1100 Massachusetts Ave.  
Cambridge, MA 02138

**Garcia, Galuska and DeSousa**  
MEP & Fire Protection Engineers  
370 Faunce Corner Road  
Dartmouth, MA 02747

**Nitsch Engineering, Inc.**  
Civil/Traffic/Survey Engineers  
2 Center Plaza, Suite 430  
Boston, MA 02108

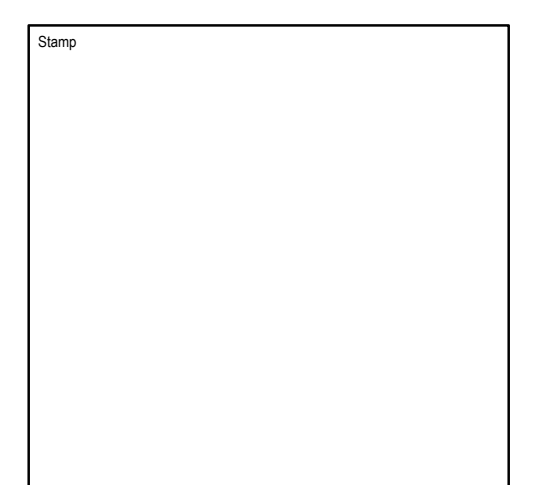
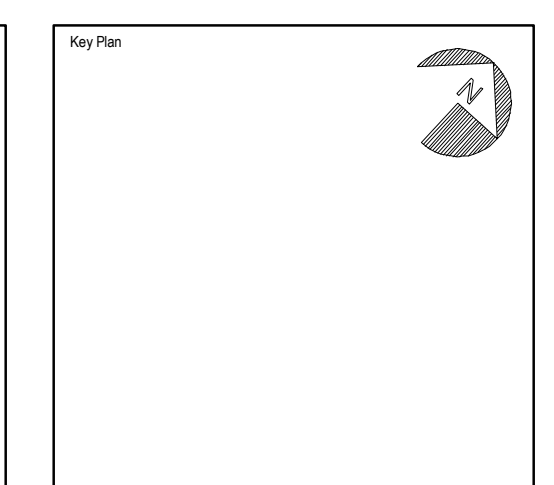
**Waterman Associates, Inc.**  
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**PMC-MA**  
Cost Estimators  
59 South Street  
Hingham, MA 02043



Sheet Title: **Second Floor Plan Option 5A**

PSR

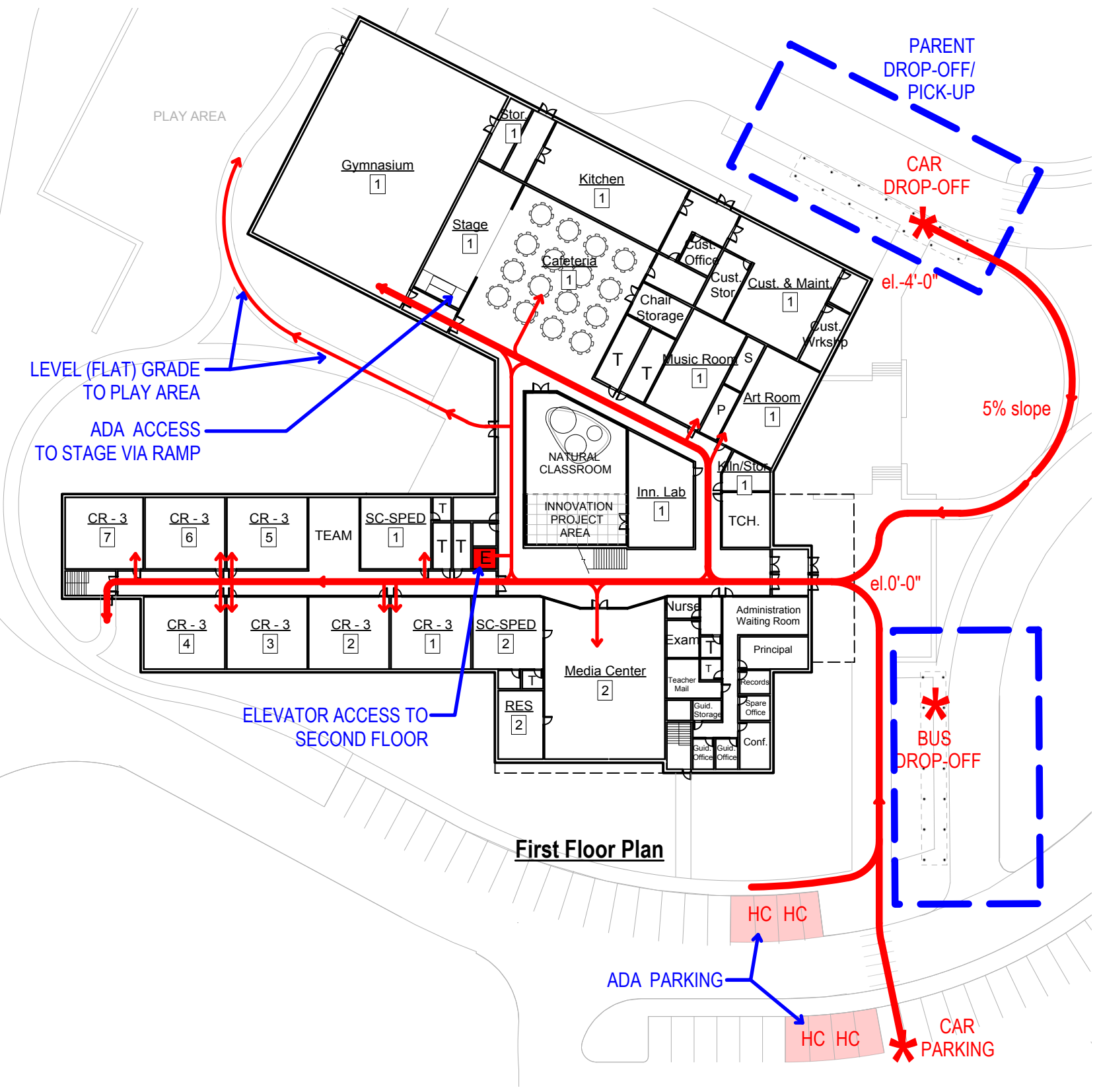
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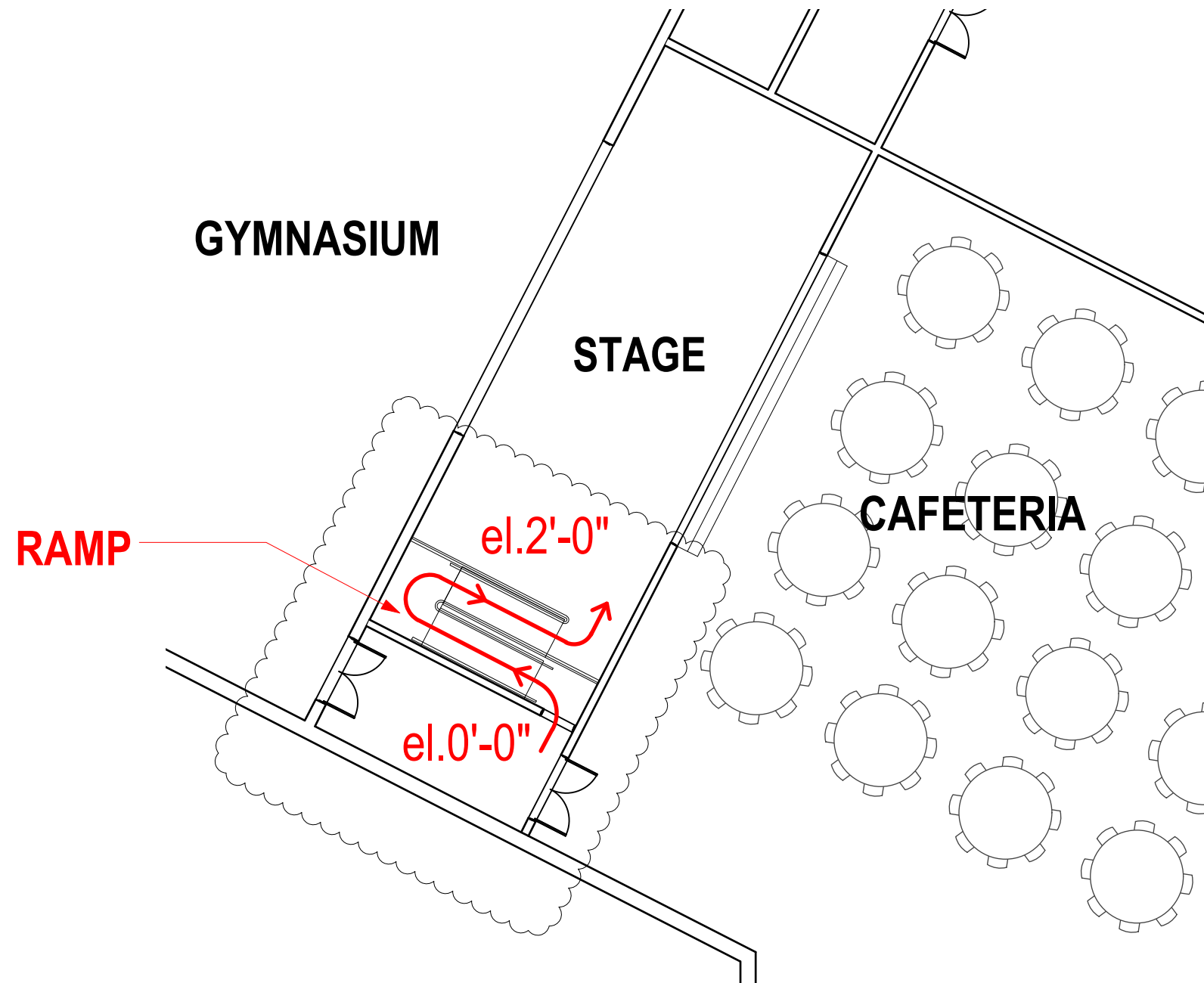
# INTERIOR CIRCULATION



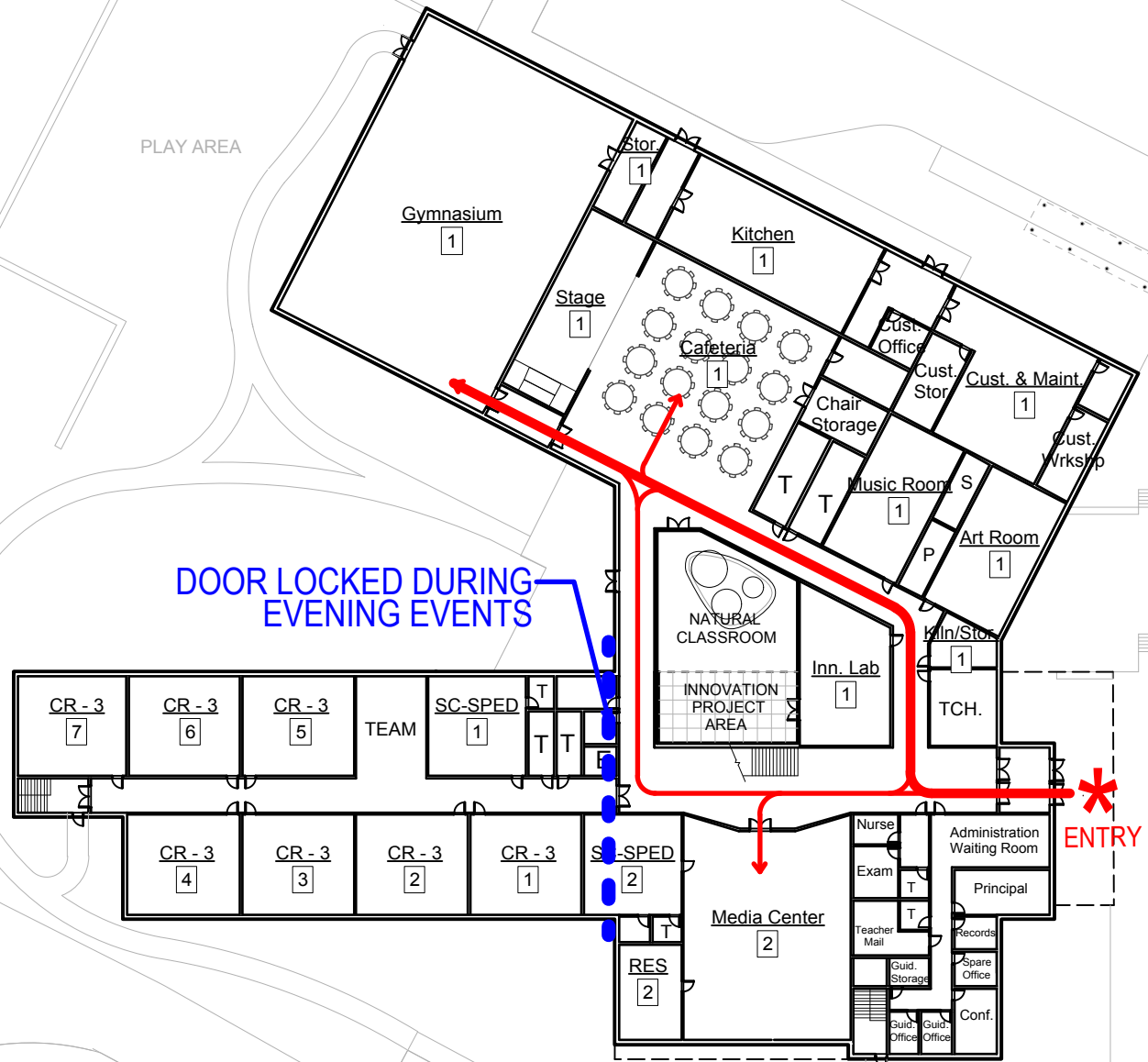
# ADA ACCESSIBILITY



# ADA STAGE ACCESSIBILITY



# INTERIOR CIRCULATION: COMMUNITY USE

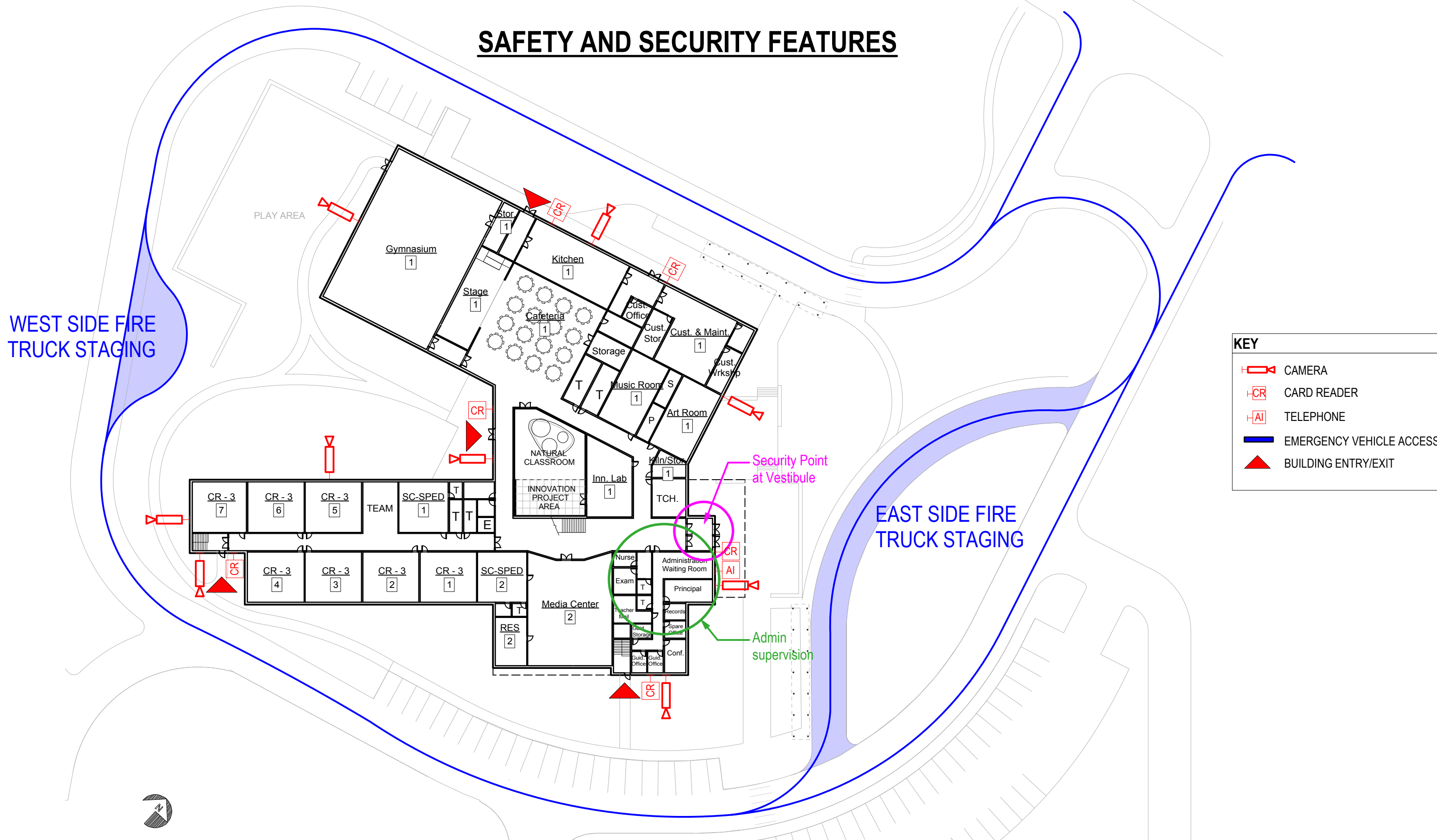


**First Floor Plan**



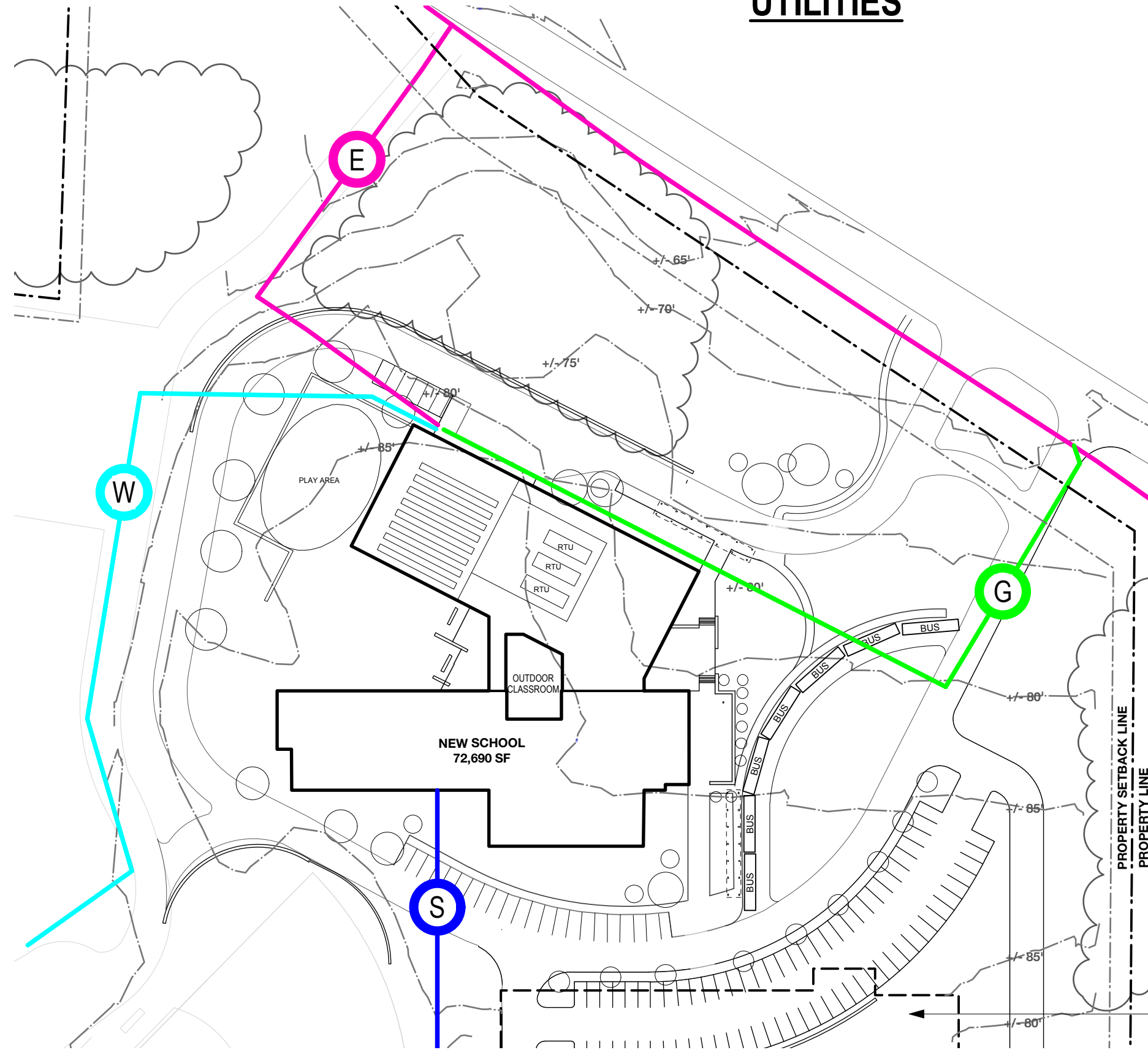
**Second Floor Plan**

# SAFETY AND SECURITY FEATURES





# UTILITIES



KEY	
	Electrical, Cable/Data
	Sewer
	Water
	Gas

Existing Building Demolished

**CAPITAL OUTLAY PROGRAM REQUESTS  
FISCAL YEARS 2017 - 2021**

<b>DEPARTMENT</b>	<b>ESTIMATED TOTAL COST</b>	<b>FY2016 - ATM APPROPRIATED</b>	<b>FY2016 - STM APPROPRIATED</b>	<b>FY2017 REQUEST</b>	<b>FY2018 REQUEST</b>	<b>FY2019 REQUEST</b>	<b>FY2020 REQUEST</b>	<b>FY2021 REQUEST</b>
<b>POLICE DEPARTMENT</b>								
Cruisers		138,900.00						
Police Cruisers	627,020.00			125,404.00	125,404.00	125,404.00	125,404.00	125,404.00
Dispatch Console	144,914.00			144,914.00				
Portable Radios	51,520.00			51,520.00				
Police Station	15,000,000.00				15,000,000.00			
<b>Sub-Total Police</b>	<b>15,823,454.00</b>	<b>138,900.00</b>		<b>321,838.00</b>	<b>15,125,404.00</b>	<b>125,404.00</b>	<b>125,404.00</b>	<b>125,404.00</b>
<b>FIRE DEPARTMENT</b>								
Ambulance 135		252,000.00						
Paint Ladder Truck		48,000.00						
Ambulance 136			260,000.00					
Engine 125	675,000.00			675,000.00				
Replace Ambulance 134	275,000.00					275,000.00		
Replace Car 141	54,500.00			54,500.00				
Replace Car 142	60,000.00							60,000.00
Replace C-143 (Pick-up)	49,500.00					49,500.00		
Replace 800 and add 400 Radio System	535,000.00						535,000.00	
Replace Pocasset and Monument Beach Station (into one station)	5,000,000.00				5,000,000.00			
Lifepac 1000 AED's	50,000.00			50,000.00				
<b>Sub-Total Fire</b>	<b>6,699,000.00</b>	<b>300,000.00</b>	<b>260,000.00</b>	<b>779,500.00</b>	<b>5,000,000.00</b>	<b>324,500.00</b>	<b>535,000.00</b>	<b>60,000.00</b>
<b>DEPARTMENT OF NATURAL RESOURCES</b>								
Repower Y-56 2009 P/O Boat		17,500.00						
Repower Y-57 2011 Carolina Skiff		12,500.00						
Repower 1970 Boston Whaler		13,000.00						
Repave Taylor Point Marina Parking Lot		250,000.00						
Replace Y-52 Animal Control Vehicle	49,000.00			49,000.00				
Repower Y-53 2008 Parker	55,000.00				55,000.00			
Replace Y-54 2011 Chevrolet 3/4 Ton Pick-up	43,000.00							43,000.00
Replace Dinghy Dock - Barlows Landing	190,000.00				190,000.00			
Monument Beach Marina Boat Ramp	600,000.00			600,000.00				
Remove and Replace Underground Storage Tank at MBM	180,000.00					180,000.00		
Replace Floats at Monument Beach Marina	270,000.00						270,000.00	
Municipal Harbor Plan	60,000.00			60,000.00				
<b>Sub-Total DNR</b>	<b>1,447,000.00</b>	<b>293,000.00</b>		<b>709,000.00</b>	<b>245,000.00</b>	<b>180,000.00</b>	<b>270,000.00</b>	<b>43,000.00</b>
<b>BOURNE PUBLIC SCHOOLS</b>								
BHS Replace Carpeting Media Center		30,000.00						
BHS Repair Existing Columns		40,000.00						
BHS Replace Library Cupola Roof		70,000.00						
BMS Upgrade HVAC Management System		95,000.00						
Technology Plan		175,000.00						
Asbestos Abatement		110,000.00						



**CAPITAL OUTLAY PROGRAM REQUESTS  
FISCAL YEARS 2017 - 2021**

<b>DEPARTMENT</b>	<b>ESTIMATED TOTAL COST</b>	<b>FY2016 - ATM APPROPRIATED</b>	<b>FY2016 - STM APPROPRIATED</b>	<b>FY2017 REQUEST</b>	<b>FY2018 REQUEST</b>	<b>FY2019 REQUEST</b>	<b>FY2020 REQUEST</b>	<b>FY2021 REQUEST</b>
<b>Systemwide</b>								
Technology Plan	825,000.00			25,000.00	200,000.00	200,000.00	200,000.00	200,000.00
Install VOIP Telephone System	200,000.00			200,000.00				
Purchase/Replace 2-SPED Mini Busses	240,000.00			120,000.00		60,000.00		60,000.00
Flooring Replacement - Bourne Middle School & Admin Bldg	35,000.00			35,000.00				
Asbestos Abatement	350,000.00			150,000.00	50,000.00	50,000.00	50,000.00	50,000.00
Soundproofing - Bourne Elementary School & Bourne High School	60,000.00			60,000.00				
<b>Bourne High School</b>								
Replace A-Wing Roof	250,000.00				250,000.00			
Replace C-Wing Roof	250,000.00				250,000.00			
Repair Exterior Columns	40,000.00				40,000.00			
Install A/C Library/Media Center	60,000.00			60,000.00				
Replace Univents	80,000.00				40,000.00		40,000.00	
<b>Peebles School</b>								
Construct new school	30,000,000.00				30,000,000.00			
<b>Bourne Middle School</b>								
Gymnasium - sand, paint, refinish floor	27,000.00			27,000.00				
Reconfigure front entrance	40,000.00				40,000.00			
Additional funding HVAC Management System	180,000.00			180,000.00				
<b>Sub-Total Bourne Schools</b>	<b>32,637,000.00</b>	<b>520,000.00</b>		<b>857,000.00</b>	<b>30,870,000.00</b>	<b>310,000.00</b>	<b>290,000.00</b>	<b>310,000.00</b>
<b>DEPARTMENT OF PUBLIC WORKS</b>								
M-6 F500 Dump Truck		12,000.00						
M-8 F500 Dump Truck		12,000.00						
T-6 Sander Plow		161,000.00						
MP8000 Multi-Purpose Refuse/Recycling Truck		250,000.00						
MP8000 Multi-Purpose Refuse/Recycling Truck		250,000.00						
Mobile 1	48,000.00							48,000.00
Mobile 2	46,000.00					46,000.00		
Mobile 3	42,000.00				42,000.00			
Tree Truck	110,000.00					110,000.00		
Bucket Truck	94,500.00			94,500.00				
M-6 F550 Dump/Plow	50,000.00					50,000.00		
M-8 F550 Dump/Plow	50,000.00						50,000.00	
T-3	174,000.00			174,000.00				
Screener	100,000.00							100,000.00
3 CY Loader JD544	200,000.00						200,000.00	
Eager Beaver 20 Ton Trailer	20,550.00				20,550.00			
773 Bobcat Loader	42,000.00						42,000.00	
Compressor	15,000.00							15,000.00
Beach Rake	85,000.00							85,000.00
Chipper Monback	80,000.00				80,000.00			
Kubota Tractor	50,460.00					50,460.00		
Vac Con Truck	265,000.00						265,000.00	
S-5	240,000.00					240,000.00		
Lawn Mower Equipment	35,000.00				35,000.00			

**CAPITAL OUTLAY PROGRAM REQUESTS  
FISCAL YEARS 2017 - 2021**

<b>DEPARTMENT</b>	<b>ESTIMATED TOTAL COST</b>	<b>FY2016 - ATM APPROPRIATED</b>	<b>FY2016 - STM APPROPRIATED</b>	<b>FY2017 REQUEST</b>	<b>FY2018 REQUEST</b>	<b>FY2019 REQUEST</b>	<b>FY2020 REQUEST</b>	<b>FY2021 REQUEST</b>
426 c Loader	130,000.00				130,000.00			
Sidewalk Loader	88,700.00			88,700.00				
Road Paving Management Program	1,000,000.00			200,000.00	200,000.00	200,000.00	200,000.00	200,000.00
Plows	152,000.00			22,000.00	100,000.00			30,000.00
<b>Sub-Total DPW</b>	<b>3,118,210.00</b>	<b>685,000.00</b>		<b>579,200.00</b>	<b>607,550.00</b>	<b>696,460.00</b>	<b>757,000.00</b>	<b>478,000.00</b>
<b>SHORE &amp; HARBOR COMMITTEE</b>								
Annual Dredging		95,000.00						
Dredging/Ramp and Pier Repair and Maintenance	520,000.00			100,000.00	100,000.00	105,000.00	105,000.00	110,000.00
<b>Sub-Total Shore and Harbor</b>	<b>520,000.00</b>	<b>95,000.00</b>		<b>100,000.00</b>	<b>100,000.00</b>	<b>105,000.00</b>	<b>105,000.00</b>	<b>110,000.00</b>
<b>FACILITIES MAINTENANCE</b>								
Town Hall Selective Roofing Replacement	180,000.00			80,000.00			100,000.00	
Buzzards Bay Fire Station Selective Roofing replacement	240,000.00				140,000.00		100,000.00	
Town Hall Selective Flooring Replacement & Office Renovations	112,500.00			62,500.00		50,000.00		
Sagamore Fire Station HQ relocation/build-out	75,000.00			75,000.00				
Community Building EMS Installation	100,000.00				100,000.00			
Sagamore Fire Station EMS upgrade	80,000.00					80,000.00		
Buzzards Bay Fire Station HVAC & mechanical upgrades	140,000.00			40,000.00		100,000.00		
Police Station Flooring upgrades (including asbestos removal)	20,000.00			20,000.00				
Town Hall Bathroom renovations	80,000.00				40,000.00		40,000.00	
Library Selective Flooring Replacement	120,000.00				120,000.00			
Police Station Roof Replacement	150,000.00							150,000.00
Pocasset Fire Station Floor repairs	220,000.00			20,000.00		200,000.00		
Sagamore Fire Station Door Slab repairs	50,000.00				50,000.00			
Town Hall chiller replacement	85,000.00							85,000.00
Community Building Security and Access Upgrades	75,000.00						75,000.00	
Community Building Accessibility upgrades	40,000.00			40,000.00				
Fire Station Operation and Feasibility Study	90,000.00			90,000.00				
<b>Sub-Total Facilities</b>	<b>1,857,500.00</b>			<b>427,500.00</b>	<b>450,000.00</b>	<b>430,000.00</b>	<b>315,000.00</b>	<b>235,000.00</b>
<b>ELECTION AND REGISTRATION</b>								
Automark Voter Assist Terminal (VAT)		10,000.00						
<b>Sub-Total Election and Registration</b>		<b>10,000.00</b>						
<b>IT</b>								
New Phone System		50,000.00						
New Backup System		32,800.00						
Phone System Upgrade - Police	50,000.00			50,000.00				
<b>Sub-Total IT</b>	<b>50,000.00</b>	<b>82,800.00</b>		<b>50,000.00</b>				
<b>SUB-TOTAL TOWN AND SCHOOLS</b>	<b>62,152,164.00</b>	<b>2,124,700.00</b>		<b>3,824,038.00</b>	<b>52,397,954.00</b>	<b>2,171,364.00</b>	<b>2,397,404.00</b>	<b>1,361,404.00</b>

**CAPITAL OUTLAY PROGRAM REQUESTS  
FISCAL YEARS 2017 - 2021**

DEPARTMENT	ESTIMATED TOTAL COST	FY2016 - ATM APPROPRIATED	FY2016 - STM APPROPRIATED	FY2017 REQUEST	FY2018 REQUEST	FY2019 REQUEST	FY2020 REQUEST	FY2021 REQUEST
<b>INTEGRATED SOLID WASTE MANAGEMENT</b>								
15 5CY Wheel Loader		425,000.00						
35 Ton Articulated Truck		500,000.00						
Phase IV Stage 1 Cap & Closure		1,500,000.00						
FY17 Request 84" Drum Vibrator Compactor	200,000.00			200,000.00				
12 CAT D6 Dozer	275,000.00						275,000.00	
13 CAT 966K Wheel Loader	400,000.00							400,000.00
11 John Deere 244J Loader	77,899.00				77,899.00			
13 Cat 320E L Excavator	295,000.00							295,000.00
FY 17 Request 20 Metric Ton Excavator	315,000.00			315,000.00				
06 John Deere 350D Off-Road Truck	360,900.00				360,900.00			
10 Roll Off Truck	124,477.00					124,477.00		
10 Ford F550 DRW Cab/Chassis	66,771.00						66,771.00	
09 Ford F250 4x4 Pickup (L1)	22,671.00				22,671.00			
00 Curb-Side Recycle Vehicle	135,000.00						135,000.00	
13 Cat 277D Skid Steer (Track)	42,000.00						42,000.00	
Phase V Liner Construction	2,250,000.00			2,250,000.00				
Phase VI Liner Construction	3,745,500.00				3,745,500.00			
<b>Sub-Total ISWM</b>	<b>8,310,218.00</b>	<b>2,425,000.00</b>		<b>2,765,000.00</b>	<b>4,206,970.00</b>	<b>124,477.00</b>	<b>518,771.00</b>	<b>695,000.00</b>
<b>SEWER DEPARTMENT</b>								
Replacement of Sewer Truck		80,000.00						
Pumps & Panels		40,000.00						
Pumps & Panels and wet well piping	120,000.00			30,000.00	30,000.00	30,000.00	30,000.00	
<b>Sub-Total Sewer</b>	<b>120,000.00</b>	<b>120,000.00</b>		<b>30,000.00</b>	<b>30,000.00</b>	<b>30,000.00</b>	<b>30,000.00</b>	
<b>SUB-TOTAL ENTERPRISE</b>	<b>8,430,218.00</b>	<b>2,545,000.00</b>		<b>2,795,000.00</b>	<b>4,236,970.00</b>	<b>154,477.00</b>	<b>548,771.00</b>	<b>695,000.00</b>
<b>GRAND TOTALS</b>	<b>70,582,382.00</b>	<b>4,669,700.00</b>	<b>260,000.00</b>	<b>6,619,038.00</b>	<b>56,634,924.00</b>	<b>2,325,841.00</b>	<b>2,946,175.00</b>	<b>2,056,404.00</b>
Last updated: 03.09.16								

**CAPITAL IMPROVEMENT BUDGET  
FISCAL YEAR 2017**

DEPARTMENT	FY 2017 REQUEST	ADMINISTRATOR RECOMM'D	FREE CASH	GENERAL DEBT	ENTERPRISE DEBT	EXCLUDED DEBT	WATERWAYS FUND	ENTERPRISE FUND R/E	AVAILABLE FUNDS	OTHER FUNDING	COMMUNITY PRESERVATION
<b>POLICE DEPARTMENT</b>											
Police Cruisers	125,404.00	125,404.00		125,404.00							
Dispatch Console	144,914.00	144,914.00		144,914.00							
Portable Radios	51,520.00	51,520.00	47,258.37						1,026.55		
									3,235.08		
<b>Sub-Total Police</b>	<b>321,838.00</b>	<b>321,838.00</b>	<b>47,258.37</b>	<b>270,318.00</b>					<b>4,261.63</b>		
<b>FIRE DEPARTMENT</b>											
Engine 125	675,000.00										
Replace Car 141	54,500.00										
Lifepac 1000 AED's	50,000.00	50,000.00							50,000.00		
<b>Sub-Total Fire</b>	<b>779,500.00</b>	<b>50,000.00</b>							<b>50,000.00</b>		
<b>DEPARTMENT OF NATURAL RESOURCES</b>											
Replace Y-52 Animal Control Vehicle	49,000.00	49,000.00							49,000.00		
Monument Beach Marina Boat Ramp	600,000.00	600,000.00		x			x				x
Municipal Harbor Plan	60,000.00	60,000.00					60,000.00				
<b>Sub-Total DNR</b>	<b>709,000.00</b>	<b>709,000.00</b>					<b>60,000.00</b>		<b>49,000.00</b>		
<b>BOURNE PUBLIC SCHOOLS</b>											
<b>Systemwide</b>											
Technology Plan	25,000.00	25,000.00							25,000.00		
Install VOIP Telephone System	200,000.00	120,000.00		120,000.00							
Purchase/Replace 2-SPED Mini Busses	120,000.00	60,000.00		60,000.00							
Flooring Replacement - Bourne Middle School & Admin Bldg	35,000.00	35,000.00							35,000.00		
Asbestos Abatement	150,000.00										
Soundproofing - Bourne Elementary School & Bourne High School	60,000.00	60,000.00	60,000.00								
<b>Bourne High School</b>											
Install A/C Library/Media Center	60,000.00	60,000.00	60,000.00								
<b>Bourne Middle School</b>											
Gymnasium - sand, paint, refinish floor	27,000.00	27,000.00							27,000.00		
Additional funding HVAC Management System	180,000.00	180,000.00		180,000.00						x	
<b>Sub-Total Bourne Schools</b>	<b>857,000.00</b>	<b>567,000.00</b>	<b>120,000.00</b>	<b>360,000.00</b>					<b>87,000.00</b>		
<b>DEPARTMENT OF PUBLIC WORKS</b>											
Bucket Truck	94,500.00	94,500.00		94,500.00							
T-3	174,000.00	174,000.00		174,000.00							
Sidewalk Loader	88,700.00	88,700.00		88,700.00							
Road Paving Management Program	200,000.00										
Plows	22,000.00	22,000.00	22,000.00								
<b>Sub-Total DPW</b>	<b>579,200.00</b>	<b>379,200.00</b>	<b>22,000.00</b>	<b>357,200.00</b>							

**CAPITAL IMPROVEMENT BUDGET  
FISCAL YEAR 2017**

DEPARTMENT	FY 2017 REQUEST	ADMINISTRATOR RECOMM'D	FREE CASH	GENERAL DEBT	ENTERPRISE DEBT	EXCLUDED DEBT	WATERWAYS FUND	ENTERPRISE FUND R/E	AVAILABLE FUNDS	OTHER FUNDING	COMMUNITY PRESERVATION
<b>Sub-Total</b>											
<b>SHORE &amp; HARBOR</b>											
Dredging/Ramp and Pier Repair and Maintenance	100,000.00	100,000.00					100,000.00				
<b>Sub-Total Shore &amp; Harbor</b>	<b>100,000.00</b>	<b>100,000.00</b>					<b>100,000.00</b>				
<b>FACILITIES</b>											
Town Hall Selective Roofing Replacement	80,000.00	80,000.00		80,000.00							
Town Hall Selective Flooring Replacement & Office	62,500.00	62,500.00	12,500.00						50,000.00		
Sagamore Fire Station HQ relocation/build-out	75,000.00	75,000.00	75,000.00								
Buzzards Bay Fire Station HVAC & mechanical upgrades	40,000.00	40,000.00							40,000.00	x	
Police Station Flooring upgrades (including asbestos removal)	20,000.00										
Pocasset Fire Station Floor repairs	20,000.00										
Community Building Accessibility upgrades	40,000.00										
Fire Station Operation and Feasibility Study	90,000.00	90,000.00								90,000.00	
<b>Sub-Total Facilities</b>	<b>427,500.00</b>	<b>347,500.00</b>	<b>87,500.00</b>	<b>80,000.00</b>					<b>90,000.00</b>	<b>90,000.00</b>	
<b>IT</b>											
Phone System Upgrade	50,000.00										
<b>Sub-Total IT</b>	<b>50,000.00</b>										
<b>SUB TOTAL TOWN AND SCHOOLS</b>	<b>3,824,038.00</b>	<b>2,474,538.00</b>	<b>276,758.37</b>	<b>1,067,518.00</b>			<b>160,000.00</b>		<b>280,261.63</b>	<b>90,000.00</b>	
<b>INTEGRATED SOLID WASTE MANAGEMENT</b>											
FY17 Request 84" Drum Vibrator Compactor	200,000.00	200,000.00						43,434.52	156,565.48		
FY 17 Request 20 Metric Ton Excavator	315,000.00	315,000.00			315,000.00						
Phase V Liner Construction	2,250,000.00	2,250,000.00			1,745,000.00			3,331.61	501,668.39	x	
<b>Sub-Total ISWM</b>	<b>2,765,000.00</b>	<b>2,765,000.00</b>			<b>2,060,000.00</b>			<b>46,766.13</b>	<b>658,233.87</b>		
<b>SEWER DEPARTMENT</b>											
Pumps & Panels and wet well piping	30,000.00	30,000.00						30,000.00			
<b>Sub-Total Sewer</b>	<b>30,000.00</b>	<b>30,000.00</b>						<b>30,000.00</b>			
<b>SUB TOTAL ENTERPRISE</b>	<b>2,795,000.00</b>	<b>2,795,000.00</b>			<b>2,060,000.00</b>			<b>76,766.13</b>	<b>658,233.87</b>		
<b>GRAND TOTAL</b>	<b>6,619,038.00</b>	<b>5,269,538.00</b>	<b>276,758.37</b>	<b>1,067,518.00</b>	<b>2,060,000.00</b>		<b>160,000.00</b>	<b>76,766.13</b>	<b>938,495.50</b>	<b>90,000.00</b>	
<b>Last updated: 03.09.2016</b>											

H. Project Budget

The Total Project Budget for Option 5A – New Grade K-5 Elementary School at the Peebles Site is \$41,492,585.

District's Not To Exceed Budget

The Total Project Budget for Option 5A – New Grade 3-5 Elementary School at the Peebles Site is \$41,492,585 defined in the completed 3011 Project Budget Form, dated June 2, 2016 is the District's not to exceed Total Project Budget.

July 1, 2016

Ms. Kathryn DeCristofaro  
Capital Program Manager  
Massachusetts School Building Authority  
40 Broad Street  
Boston, Massachusetts 02109

**Re: Peebles Elementary School**

**Bourne, Massachusetts**

*Preferred Schematic Report Submission to the MSBA*

*SMMA No. 15041*

Dear Kathryn:

Please find the original Certification of the May 26, 2016 School Building Committee Meeting Minutes.

Very truly yours,

**SMMA | Symmes Maini & McKee Associates**

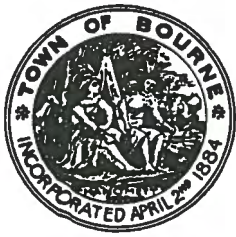


Joel G. Seeley, AIA  
Principal

cc: James Potter, SBC Chair (MF)

enclosures: *Original Signed Certification of the May 26, 2016 SBC Meeting Minutes; SBC Meeting Minutes of May 26, 2016*





**TOWN OF BOURNE**  
**Town Administrator**

24 Perry Avenue  
Buzzards Bay, MA 02532  
Phone 508-759-0600 x503 – Fax 508-759-0620



THOMAS M. GUERINO  
email: tguerino@townofbourne.com

July 1, 2016

Ms. Diane Sullivan  
Senior Capital Program Manager  
40 Broad Street  
Boston, Massachusetts 02109

Dear Ms. Sullivan:

This letter will certify that at the School Building Committee meeting held on May 26, 2016, a motion was made by Peter J. Meier and seconded by Mary Jo Coggeshall to approve the Preferred Schematic Report (PSR) Submittal and authorize submission to the MSBA. No discussion, motion passed unanimously.

Regards,

Thomas M. Guerino  
Town Administrator

Cc: SBC, OPM

**PROJECT MINUTES**

Project:	Peebles Elementary School Feasibility Study	Project No.:	15041
Prepared by:	Joel Seeley	Meeting Date:	5/26/2016
Re:	School Building Committee Meeting	Meeting No:	18
Location:	Bourne Veteran's Memorial Community Center	Time:	6:30pm
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>
✓	Mitch McClain	Member, School Committee	<b>Voting Member</b>
✓	Natasha Scarpato	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>
✓	Mary Jo Coggeshall	Member at Large	<b>Voting Member</b>
	Frederick H. Howe	Board of Health	<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
✓	Jonathan Nelson	Director of Facilities, Town of Bourne	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	
	Betsy Farrell Garcia	FAI, Architect	
	Michael Cimorelli	FAI, Architect	
✓	Joel Seeley	SMMA, OPM	

Item #	Action	Discussion
18.1	Record	Call to Order, 6:30 PM, meeting opened.
18.2	Record	A motion was made by C. Hyldburg and seconded by M. McClain to approve the 5/12/16 School Building Committee meeting minutes. No discussion, motion passed unanimous by those attending.
18.3	Record	J. Seeley distributed and reviewed the Project Budget Status Report, dated 5/31/16, attached.
18.4	Record	<p>J. Seeley reviewed FAI Amendment No. 5, dated 5/26/16 for Transportation Consultancy in the amount of \$6,050.00 to be charged against ProPay Code budget 0003-0000, which has a balance of \$74,352.00.</p> <p>Committee Discussion:</p> <ol style="list-style-type: none"> <li>1. C. Hyldburg indicated the consultant shall include community and school administration input into the options prior to developing the final option.</li> <li>2. J. Potter indicated the consultant shall provide a presentation to the Committee on the options prior to the community presentation.</li> </ol> <p>A motion was made by P. Meier and seconded by N. Scarpato to approve FAI Amendment No. 5, dated 5/26/16 with the comments above and recommend signature by T. Guerino. No discussion, motion passed unanimous.</p>
18.5	J. Nelson J. Seeley K. Kovacs	J. Nelson, K. Kovacs and J. Seeley to review potential Town self-performed sitework in the next phase.
18.6	Record	P. Meier indicated the meeting with the Council on Aging on 5/19/16 went well.
18.7	Record	C. Hyldburg indicated the meeting with the Capital Outlay Committee on 5/18/16 went well.
18.8	J. Potter S. Lamarche	<p>J. Potter indicated he is awaiting direction from Town Counsel if the High School capacity analysis can be added to the scope of the Committee.</p> <p>S. Lamarche to write a letter to MSBA requesting direction if the analysis, performed by FAI, would be reimbursable, once direction is received from Town Counsel.</p>
18.9	Record	J. Seeley distributed and reviewed the cost estimate for the toilet room renovation for the three Bournedale Kindergarten rooms under Option 5A prepared by FAI, attached.
18.10	Record	<p>J. Seeley distributed and reviewed the summary fact sheet of Option 5A, attached.</p> <p>A Motion was made by P. Meier and seconded by M. Coggeshall to approve the PSR Submittal and authorize submission to the MSBA. No discussion, voted unanimously.</p>
18.11	J. Seeley	<p>J. Seeley distributed and reviewed the draft Committee Meeting's schedule for the Schematic Design phase. The schedule is acceptable with the following changes:</p> <ol style="list-style-type: none"> <li>1. Change Community Forum No. 9 date to September 20, 2016</li> <li>2. Change start time for the September 22, 2016 Committee meeting to 7:00PM</li> </ol> <p>J. Seeley to finalize and coordinate with BourneTV for taping.</p>

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Item #	Action	Discussion
18.12	Record	Old or New Business: <ol style="list-style-type: none"><li>1. P. Meier indicated there has been some discussion in the community relative to a grade configuration option of PK-2, grade 3-7 and grade 8-12.</li><li>2. N. Scarpato indicated additional means of Community Outreach need to be implemented in the next phase.</li><li>3. P. Meier suggested a project Facebook page be created.</li><li>4. J. Norton indicated she will take the lead in developing a video tour of the existing Peebles that can be posted on the project website page as well as any Facebook page that may be created.</li><li>5. B. Meier suggested providing tours of the Peebles on a Saturday or two for community members.</li></ol>
18.13	Record	Next <b>SBC Meeting: June 30, 2016 at 6:30 pm</b> at the Bourne Veteran's Memorial Community Center.
18.14	Record	A Motion was made by P. Meier and seconded by M. McClain to adjourn the meeting. No discussion, voted unanimously.

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Attachments: Agenda, Project Budget Status Report, FAI Amendment No. 5, Cost Estimate for the toilet room renovation, Summary Fact Sheet of Option 5A

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  
 Prepared by: Joel Seeley  
 Re: School Building Committee Meeting  
 Location: Bourne Veterans Memorial Community Center,  
 234 Main Street, Buzzards Bay, Massachusetts

Project No.: 15041  
 Meeting Date: 5/26/2016  
 Meeting No: 18  
 Time: 6:30pm

Distribution: Attendees, (MF)

SIGNATURE	ATTENDEES	EMAIL	AFFILIATION
	James L. Potter	<a href="mailto:onsetjp@juno.com">onsetjp@juno.com</a>	Chairman, School Building Committee
	Peter J. Meier	<a href="mailto:pmeier@townofbourne.com">pmeier@townofbourne.com</a>	Bourne Board of Selectmen
	Christopher Hyldburg	<a href="mailto:chrish@alpha-1.com">chrish@alpha-1.com</a>	Chairman, Bourne School Committee
	Mitch McClain	<a href="mailto:mitchmcclain@comcast.net">mitchmcclain@comcast.net</a>	Member, Bourne School Committee
	Natasha Scarpato	<a href="mailto:scarpato4@comcast.net">scarpato4@comcast.net</a>	Member-At-Large
	Richard A. Lavoie	<a href="mailto:RichL.Lavoie@gmail.com">RichL.Lavoie@gmail.com</a>	Member, Bourne Finance Committee
	William Meier	<a href="mailto:Dusty22752@aol.com">Dusty22752@aol.com</a>	Building Trade Expert
	Mary Jo Coggeshall	<a href="mailto:mjocoggeshall@bourneps.org">mjocoggeshall@bourneps.org</a>	At-Large
	Frederick H. Howe	<a href="mailto:rickhowe9@gmail.com">rickhowe9@gmail.com</a>	Board of Health
	Steven M. Lamarche	<a href="mailto:slamarche@bourneps.org">slamarche@bourneps.org</a>	Superintendent of Schools, BPS
	Edward S. Donoghue	<a href="mailto:EDonoghue@bourneps.org">EDonoghue@bourneps.org</a>	Director of Business Services, BPS
	Thomas M. Guerino	<a href="mailto:tguerino@townofbourne.com">tguerino@townofbourne.com</a>	Town Administrator
	Jonathan Nelson	<a href="mailto:jnelson@townofbourne.com">jnelson@townofbourne.com</a>	Director of Facilities, Town of Bourne
	Elizabeth A. Carpenito	<a href="mailto:ecarpenito@bourneps.org">ecarpenito@bourneps.org</a>	Principal, BES
	Kathy Anderson	<a href="mailto:kanderson@bourneps.org">kanderson@bourneps.org</a>	Elementary/Special Education Secretary
	Janey Norton	<a href="mailto:jnorton@bourneps.org">jnorton@bourneps.org</a>	Principal, PES
	Kent Kovacs	<a href="mailto:kkovacs@flansburgh.com">kkovacs@flansburgh.com</a>	Flansburgh Architects
	Betsy Farrell Garcia	<a href="mailto:bgarcia@flansburgh.com">bgarcia@flansburgh.com</a>	Flansburgh Architects
	Joel Seeley	<a href="mailto:jseeley@smma.com">jseeley@smma.com</a>	SMMA

p:\2015\15041\04-meetings\4.3 mtg. notes\3-school building committee\2016\18\_26may2016\schoolbuildingcommittee\meetings\sign-in sheet\_26may2016.docx

**AGENDA**

Project:	Peebles Elementary School Feasibility Study	Project No.:	15041
Re:	School Building Committee Meeting	Meeting Date:	5/26/2016
Meeting Location:	Bourne Veterans Memorial Community Center	Meeting Time:	6:30 PM
Prepared by:	Joel Seeley	Meeting No.:	18
Distribution:	Committee Members (MF)		

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1. Call to Order
2. Approval of Minutes
3. Approval of Invoices and Commitments
4. Vote to Submit Preferred Schematic Report to MSBA
5. Review Schematic Design Schedule
6. Old or New Business
7. Public Comments
8. Next Meeting – TBD
9. Adjourn

**SCHOOL BUILDING COMMITTEE  
PEEBLES ELEMENTARY SCHOOL**

All meetings held at the  
**Bourne Veterans Memorial Community Center at 6:30 PM**  
unless otherwise noted

**MEETINGS SCHEDULE AND AGENDAS  
May 26, 2016**

DATE	AGENDA
<i>Schematic Design Phase (SD)</i>	
June 30, 2016	SCHOOL BUILDING COMMITTEE MEETING Review MSBA Comments
July 20, 2016	<i>MSBA BOARD MEETING</i>
July 21, 2016	SCHOOL BUILDING COMMITTEE MEETING Review MSBA Board Meeting Review Schematic Design Phase Schedule and Deliverables Review CM at Risk Process Review Updated Site Plan and Floor Plans
August 4, 2016	SCHOOL BUILDING COMMITTEE MEETING Review Progress Site Plan and Floor Plans Review Preliminary Exterior Elevations Review Preliminary Technology Systems Review Preliminary FFE Layout
August 11, 2016	COMMUNITY FORUM NO. 8 - 6:00 to 8:00 PM - BOURNEDALE ELEMENTARY SCHOOL CAFETERIA
August 18, 2016	SCHOOL BUILDING COMMITTEE MEETING Review Progress Site Plan and Floor Plans Review Progress Exterior Elevations Review Final Mechanical and Electrical Systems Review Sustainable Design Features
September 8, 2016	SCHOOL BUILDING COMMITTEE MEETING Final Site Plan, Floor Plans and Elevations Final Project Cost Final Project Schedule Vote to submit Schematic Design Cost Estimate to MSBA
September 15, 2016	COMMUNITY FORUM NO. 9 - 6:00 to 8:00 PM - PEEBLES ELEMENTARY SCHOOL CAFETERIA
<i>September 15, 2016</i>	<i>SUBMIT SCHEMATIC DESIGN COST ESTIMATE TO MSBA</i>
September 22, 2016	SCHOOL BUILDING COMMITTEE MEETING Vote to submit Schematic Design Package to MSBA
<i>September 29, 2016</i>	<i>SUBMIT SCHEMATIC DESIGN PACKAGE TO MSBA</i>
	ADDITIONAL MEETINGS TO BE SCHEDULED

TOTAL PROJECT BUDGET STATUS REPORT

ProPay Code	Description	Total Project Budget	Authorized Changes	Revised Total Budget	Total Committed	Budget Balance	% Comtd to Date	Actual Spent to Date	% Spent to Date	Projected Expenditure/ Commitments	Balance to Spend
<b>FEASIBILITY STUDY AGREEMENT</b>											
0001-0000	OPM Feasibility Study/Schematic Design	\$ 140,000.00	\$ (15,000.00)	\$ 125,000.00	\$ 125,000.00	\$ -	100%	\$ 58,800.00	47%	\$ 66,200.00	\$ 66,200.00
0002-0000	A/E Feasibility Study/Schematic Design	\$ 500,000.00	\$ (135,000.00)	\$ 365,000.00	\$ 365,000.00	\$ -	100%	\$ 218,750.00	60%	\$ 146,250.00	\$ 146,250.00
0003-0000	Environmental & Site	\$ 90,000.00	\$ 50,000.00	\$ 140,000.00	\$ 65,648.00	\$ 74,352.00	47%	\$ 65,164.00	99%	\$ 484.00	\$ 74,836.00
0004-0000	Other	\$ 20,000.00	\$ 100,000.00	\$ 120,000.00	\$ 10,672.13	\$ 109,327.87	9%	\$ 672.13	6%	\$ 10,000.00	\$ 119,327.87
	<b>SUBTOTAL</b>	<b>\$ 750,000.00</b>		<b>\$ 750,000.00</b>	<b>\$ 566,320.13</b>	<b>\$ 183,679.87</b>	<b>76%</b>	<b>\$ 343,386.13</b>	<b>61%</b>	<b>\$ 222,934.00</b>	<b>\$ 406,613.87</b>



# ATTACHMENT F

## CONTRACT FOR DESIGNER SERVICES AMENDMENT NO. 5

**WHEREAS**, the Town of Bourne (“Owner”) and Flansburgh Associates, Inc., (the “Designer”) (collectively, the “Parties”) entered into a Contract for Designer Services for the Peebles Elementary School Project (Project Number 201400360010) at the Peebles Elementary School on September 22, 2015.  
“Contract”; and

**WHEREAS**, effective as of May 26, 2016, the Parties wish to amend the Contract:

**NOW, THEREFORE**, in consideration of the promises and the mutual covenants contained in this Amendment, and other good and valuable consideration, the receipt and legal sufficiency of which are hereby acknowledged, the Parties, intending to be legally bound, hereby agree as follows:

1. The Owner hereby authorizes the Designer to perform services for the Design Development Phase, the Construction Phases, and the Final Completion Phase of the Project, pursuant to the terms and conditions set forth in the Contract, as amended.
2. For the performance of services required under the Contract, as amended, the Designer shall be compensated by the Owner in accordance with the following Fee for Basic Services:

**Fee for Basic Services:**

	<b>Original Contract</b>	<b>Prior Amendments</b>	<b>This Amendment</b>	<b>After this Amendment</b>
Feasibility Study Phase	\$250,000.00	\$65,648.00	\$6,050.00	\$321,698.00
Schematic Design Phase	\$115,000.00			\$115,000.00
Design Development Phase	\$			
Construction Document Phase	\$			
Bidding Phase	\$			
Construction Phase	\$			
Completion Phase	\$			
<b>Total Fee</b>	<b>\$365,000.00</b>	<b>\$65,648.00</b>	<b>\$6,050.00</b>	<b>\$436,698.00</b>

This Amendment is a result of: Providing Transportation Consulting Services  
ProPay Code: 0003-0000

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3. The Construction Budget shall be as follows:

Original Budget: \$ NA  
Amended Budget \$ NA

4. The Project Schedule shall be as follows:

Original Schedule: \$ NA  
Amended Schedule \$ NA

5. This Amendment contains all of the terms and conditions agreed upon by the Parties as amendments to the original Contract. No other understandings or representations, oral or otherwise, regarding amendments to the original Contract shall be deemed to exist or bind the Parties, and all other terms and conditions of the Contract remain in full force and effect.

IN WITNESS WHEREOF, the Owner, with the prior approval of the Authority, and the Designer have caused this Amendment to be executed by their respective authorized officers.

OWNER

Thomas M. Guerino  
(print name)  
Town Administrator, Town of Bourne  
(print title)

By \_\_\_\_\_  
(signature)  
Date \_\_\_\_\_

DESIGNER

Kent D. Kovacs, AIA LEED AP  
(print name)  
Vice President, Flansburgh, Associates, Inc.  
(print title)

By \_\_\_\_\_  
(signature)  
Date \_\_\_\_\_

# Flansburgh Architects

May 26, 2016

Mr. Joel G. Seeley AIA  
Symmes Maini & McKee  
1000 Massachusetts Ave.  
Cambridge, MA 02138

RE: Bourne Public Schools  
School Transportation Consulting

Dear Joel,

Attached is the School Transportation proposal from The Flahive Consulting Group. Scope will include a review of the existing Bourne Public Schools' bus transportation system and recommendations to that system as it relates to the new Peebles Elementary School project. Further detail is outlined in this proposal. The fee is a reimbursable expense as defined in the primary MSBA contract in articles 4.11 and 9 with a 10% allowable markup.

The fee is as follows:

Transportation Consulting:       $\$5,500 \times 1.1 = \$6,050$

Please prepare a Contract Amendment for our signature.

Sincerely,

FLANSBURGH ASSOCIATES INC



Kent Kovacs, AIA LEED AP  
Vice President

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**Consulting Proposal  
for the  
Peebles Elementary School Project**

**Provided by  
The Flahive Consulting Group  
May 25, 2016**

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The  
Flahive Consulting  
Group

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May 25, 2016

Mr. Kent Kovacs, Vice President  
Flansburgh Architects  
77 North Washington Street  
Boston, MA 02114

Dear Mr. Kovacs,

I am pleased to provide you with a proposal to provide school transportation consulting services in conjunction with the “Peebles Elementary School Project” in Bourne, Massachusetts.

I look forward to speaking with you in greater detail as the project moves forward.

Sincerely,

*Jim Flahive*

Jim Flahive

## **Outline of Transportation Consulting Services**

### Project Description:

Review and analyze Bourne Public Schools' bus ridership data and future enrollment projections to recommend 3-tier school bus route structure and bell times to accommodate the building of the new Peebles Elementary School taking into account the re-configuration of grade assignments to school buildings and the shift to district-wide enrollment at the elementary schools.

### Services Provided:

Review existing bus routes, student ridership levels, district geography, projected enrollment levels and bus utilization to form a recommendation for a new routing structure to best service the Bourne Public Schools.

### **The recommendation will take into consideration the following:**

- **Increase number of buses and cost associated**
- **Travel time of all routes**
- **School start and end time adjustments**

### Project Consultant:

Jim Flahive of the Flahive Consulting Group will provide the consulting services for the project. Mr. Flahive will attend any scheduled meetings with the transportation sub-committee and meet with the transportation coordinator, along with provide a written report to include the findings and recommendation.

### Fee:

\$5,500.00

(to be billed monthly)

## **The Flahive Consulting Group**

Jim Flahive is an independent school transportation consultant, providing services for public school districts, as well as private and charter schools throughout New England.

Prior to working as a consultant, Mr. Flahive spent 15 years in various senior management positions with Laidlaw Transit and First Student. As a Region Vice President with Laidlaw and First Student, he was responsible for contracts operating in over 50 school districts throughout Massachusetts, Connecticut, and Rhode Island. Mr. Flahive directed an operating team of over 200 management staff, 2,500 drivers, monitors, aides, and mechanics, with over 2,000 vehicles operating daily. During his tenure with Laidlaw and First Student, annual operating revenues grew over \$100 million and his area had the highest customer satisfaction/customer retention rate in North America.

Mr. Flahive has extensive experience in school contract negotiations, bid preparation, operational effectiveness, route analysis, fleet utilization, organizational structure, management evaluation, and yield management.

Mr. Flahive is a graduate of Holy Cross College, and holds a Certificate in Special Studies in Management (C.S.S.) from Harvard University. In addition, Mr. Flahive has completed executive development programs in performance management (Harvard-JFK School), executive leadership (Gallup Organization), labor negotiations (Harvard Law School), and case preparation (American Arbitration Association).

Mr. Flahive is an associate member of the Rhode Island School Superintendents Association (RISSA), the Connecticut Association of School Business Officials (CASBO), the Massachusetts Association of School Business Officials (MASBO), and has been recognized by the New England Association of School Superintendents (NEASS) for his contribution to public education in New England.

# Option 5A Bournedale Reconfiguration- Grades PK to 2

## Proposed Room

### Conversion:

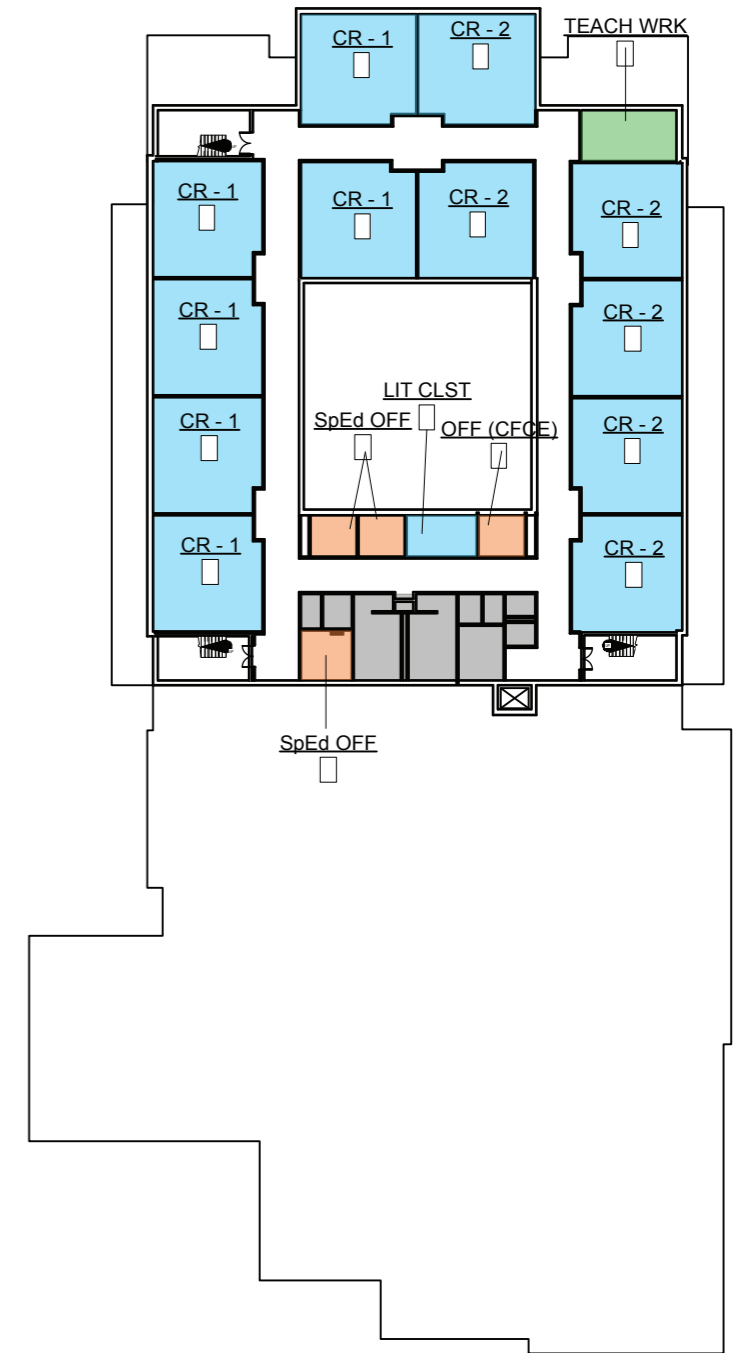
3 general classrooms to  
3 Kindergarten at 850 sf  
without toilets.

The estimated cost associated  
with adding 3 toilets is  
\$140,000. Cost includes:

- Trenching of plumbing
- Floor/wall repair associated with trenching
- Plumbing fixtures / piping
- Electrical / light fixtures
- New mechanical ducting / ventilation
- Demo of existing walls for new doorways to toilets
- New interior walls with finishes
- New floor finishes
- New ceilings



**FIRST FLOOR PLAN**

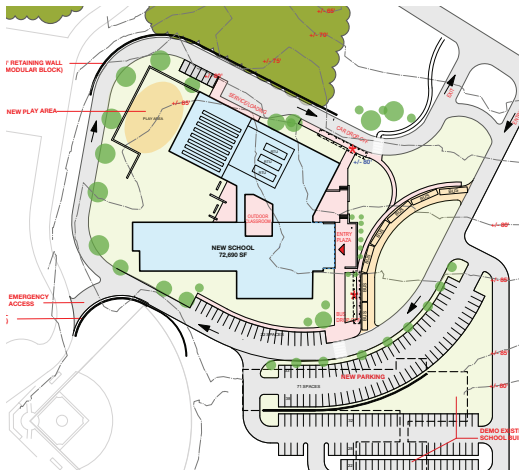
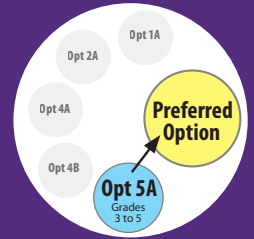


**SECOND FLOOR PLAN**



# Option 5A

## Preferred Schematic Design



### OPTION 5A - NEW CONSTRUCTION Grades 3-5

Total Student Enrollment: 460 students (3-5)  
Total Square Footage: 72,680 sf

- Elementary schools remain on each side of the canal
- New school building on the Peebles Elementary School site
- 5<sup>th</sup> grade in an elementary school setting

*This option provides district-wide PK-2 at Bournedale, 3-5 at Peebles and 6-8 at BMS.*

### Project Summary

		Option 5A
		New 460 student 3-5 school at Peebles site
Grade Span	Peebles	3-5
	Bournedale	PreK-2
	Middle School	6-8
Project Cost *	MSBA Grant	\$14.72M
	Bourne cost	\$26.77M
	TOTAL	\$41.49M
Size **	Gross Square Feet	72,680 SF
	Cost per SF	\$571
Tax Impact **	Annual Tax Increase for Average Homeowner	\$193 / year
	Annual Tax Increase per \$1,000 Valuation	48c / \$1,000

\* Estimated Cost subject to change as project is refined

\*\* Estimated Tax Impact subject to change as project is refined, based on 5% interest rate on 20 year bond



### Project Schedule

- October 17, 2015 - Community Forum No. 1 (COMPLETED)
- November 17, 2015 - Community Forum No. 2 (COMPLETED)
- December 08, 2015 - Community Forum No. 3 (COMPLETED)
- January 21, 2016 - Community Forum No. 4 (COMPLETED)
- March 03, 2016 - Community Forum No. 5 (COMPLETED)
- March 31, 2016 - Community Forum No. 6 (COMPLETED)
- May 05, 2016 - Community Forum No. 7 at Peebles School Cafeteria (COMPLETED)
- June 02, 2016 - Submit PSR document to the MSBA
- Sept 28, 2016 - Submit Schematic Design document to the MSBA
- November 08, 2016 - MSBA Broad Meeting to approve project to bring to voters
- Town Vote

# Community Workshop No.7

## Option 5A Discussion

### **Educational**

- Equal opportunity of all students
- Greater campus resource
- Less distraction for younger students
- School at Bournedale sized appropriately for K-2
- Staff can collaborate in one school
- Fifth grade access to elementary curriculum and work with elementary teachers
- Fair transitions for all students
- Student focused learning in an age appropriate setting
- Each student receives same exposure to educational opportunities

### **Grade Spans**

- Smaller age difference and class space
- Age appropriate throughout building
- Improved continuity
- Grade spans benefit children and teachers with a collaborative process
- Same aged kids together for entire academic career
- Efficient administration and resources
- Keeps students & parents together from beginning of school experience
- The option has advantages for multiple schools (Peebles, Bournedale, & BMS)

### **Community Impact** *(Community Resource, Travel, School on both sides)*

- Larger and more accessible meeting space
- New community space on cape side of bridge
- Busing requires further evaluation with a variety of grades combined on a bus
- Start/end times of schools
- Increased bus cost

# Transportation Study for the Bourne Public Schools

Prepared by The Flahive Consulting Group  
July 28, 2016

***DRAFT***

# Background

The Bourne Public Schools are contemplating the construction of a new Peebles Elementary School on property contiguous to the current school location. The School District plan is to house Grades 3 - 5 at the new Peebles Elementary School, and house Grades PreK - 2 at the current Bournedale Elementary School. Both elementary schools would become District-wide schools. The purpose of this study is to present bus route and bell time options to the School Committee for consideration in the event the new Peebles Elementary School is built.

# Transportation Overview

In considering new bus route and bell time options, the following parameters were taken into account in developing the options:

1. Safety of Children
2. Efficiency of Vehicle Utilization
3. Transportation Costs
4. Bell Times meeting State and District requirements for Instructional time
5. Bus Routes not to exceed 1 hour (State Law)
6. Opportunity for After-school Program participation
7. Parental concerns for morning pick-up and afternoon drop-off of students

Multiple options will be presented to allow for evaluation and discussion regarding these parameters and any other concerns or suggestions.

# School Bus Route Construction

School Bus Routes are constructed taking into account time, distance, and capacity.

In New England, the most common school bus configurations are 2-tier and 3-tier Routing Structures.

In a typical 3-tier Structure, the routes would look like this:

Tier I	High School
Tier II	Middle School
Tier III	Elementary Schools

Buses would complete two or three routes each in the morning and afternoon.

A 2-tier routing structures would typically look like this:

Tier I	HS / MS Combined
Tier II	Elementary Schools

As a general rule, a 2-tier system makes more sense in a district with a large geographic Footprint and a less dense population, where a 3-tier system works better in a smaller geographic and more densely populated district.

As many school districts are adapting district-wide elementary schools and later start times for high schools (based on learning studies), the assignment of schools to different route tiers are being adapted to meet these needs.

# Building Grade Assignments Ridership Changes

	Current Assigned	Current Grades	Proposed Assigned	Proposed Grades
High School	239	9 - 12	239	9 - 12
Middle School	700	5 - 8	532	6 - 8
Peebles Elementary	325	K - 4	460	3 - 5
* Bournedale Elementary	346	PreK - 4	415	PreK - 2
Total Ridership	1,610		1,646	

\* 41 Full-day Kindergarten Students added.  
Proposed enrollment figure are estimates only.  
Slight fluctuations will not effect number of buses required for schools.

prepared by:  
The Flahive Consulting Group  
July 21, 2016

**DRAFT**

# Current Bus Route Structure

	Tier	Bell Time	Assigned Ridership	# of buses (full size)
High School	Tier I	7:15 - 1:42 (6 hrs., 27 min.)	239	10
Middle School	Tier II	8:00 - 2:22 (6 hrs., 22 min.)	700	18
Peebles Elementary School	Tier III	9:00 - 3:00 (6 hr.)	325	8
Bournedale Elementary School	Tier III	9:00 - 3:00 (6 hr.)	346	7
Total Ridership			1,610	

prepared by:  
The Flahive Consulting Group  
July 21, 2016

**DRAFT**



# Proposed Bus Route Structure

## Option #1

	School(s)	Grades	Bell Times	Assigned Riders	# of buses
Tier I	(Combined) Middle School & High School	6 - 8 9 - 12	7:15 - 1:42 7:20 - 1:47	532 <u>239</u> 771	19 - 20
Tier II	Peebles Elementary	3 - 5	8:00 - 2:20	460	16 - 17
Tier III	Bournedale Elementary	PreK - 2	9:15 - 3:15	415	15 - 16

prepared by:  
The Flahive Consulting Group  
July 21, 2016

**DRAFT**

# Proposed Bus Route Structure Option #2

	School(s)	Grades	Bell Times	Assigned Riders	# of buses
Tier I	Middle School	6 - 8	7:15 - 1:42	532	16 - 17
Tier II	(Combined) High School & Peebles Elementary	9 - 12 3 - 5	8:00 - 2:20 8:05 - 2:25	239 <u>460</u> 699	19 - 20
Tier III	Bournedale Elementary	PreK - 2	9:15 - 3:15	415	15 - 16

prepared by:  
The Flahive Consulting Group  
July 21, 2016

**DRAFT**

# Proposed Bus Route Structure

## Option #3

	School(s)	Grades	Bell Times	Assigned Riders	# of buses
Tier I	High School	9 - 12	7:15 - 1:42	239	10
Tier II	Middle School	6 - 8	8:00 - 2:20	532	16
Tier III	Peebles & Bournedale Elementary	3 - 5 PreK - 2	9:15 - 3:15	460 <u>415</u> 875	24

prepared by:  
The Flahive Consulting Group  
July 21, 2016

**DRAFT**

# Consultant Comments & Recommendations

- Current Full-size bus fleet provided by contractor has 22 buses, of which 17 - 71 passenger and 5 -77 passenger (Flat nose). In the new contract, I would recommend looking into a larger percentage of 77 passenger vehicles to provide additional capacity.
- Over time, bus routes can become stale and less efficient due to student address changes. I would recommend taking a “fresh look” at all of the routes and bus stops to try to pinpoint any opportunities for efficiency and reduced route times.
- In comparing the three route structure options, I would stack rank them as:
  1. Option I = 1 - 2 additional buses @ \$55,000 to \$110,000
  2. Option II = 1 - 2 additional buses @ \$55,000 to \$110,000
  3. Option III = 4 additional buses @ \$220,000

Option I - Combines the HS / MS onto Tier I, which is a combination used in many school districts throughout the United States. This option may require 1 - 2 additional buses; however, if the district utilizes more 77 passenger vehicles, it may only have to add 1 bus.

Option II - This option combines the HS and Peebles on tier 2, which would allow the HS students to start school later, if that was a priority for the district. Nauset RSD has changed the start of school for HS to a later time. This option would also require 1 - 2 additional buses.

Option III - This option requires the Peebles and Bournedale schools to be combined, and leaves the HS and MS on their current schedules. The problem with this option is that afternoon routes will be much longer than current routes, and will all be in the 1 hour range. This option would require 4 additional buses, and is the least attractive to me.

The current annual cost for 1 bus is \$55, 398.60 Future prices determined by bid results.

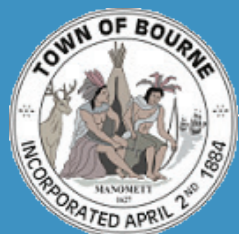
prepared by:  
The Flahive Consulting Group  
July 21, 2016

DRAFT

# School Building Committee Meeting

July 28, 2016

# Peebles Elementary School Schematic Design



PROJECT MANAGEMENT **SMMA**  
Massachusetts School Building Authority

**Flansburgh Architects**

# MSBA Vote July 20, 2016

## Massachusetts School Building Authority

**Deborah B. Goldberg**  
*Chairman, State Treasurer*

**Maureen G. Valente**  
*Chief Executive Officer*

**John K. McCarthy**  
*Executive Director / Deputy CEO*

Re: Town of Bourne, James F. Peebles Elementary School

Dear Mr. Guerino:

I am pleased to report that the Board of the Massachusetts School Building Authority (the “MSBA”) has voted to approve the Town of Bourne (the “Town”), as part of its invitation for Feasibility Study, to proceed into Schematic Design to replace the existing James F. Peebles Elementary School with a new District-wide grades 3-5 elementary school on the existing site (the “Proposed Project”).

# Project Updates

- Increased building reimbursement from \$299 to \$312
- Schematic Design submission September 29<sup>th</sup>, 2016
- MSBA Board approval vote November 9<sup>th</sup>, 2016
- Community approval acceptable beyond 120 day limit