

PROJECT MINUTES

Project:	Peebles Elementary School Feasibility Study	Project No.:	15041
Prepared by:	Joel Seeley	Meeting Date:	1/7/2016
Re:	School Building Committee Meeting	Meeting No:	10
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	Voting Member
✓	Peter J. Meier	Board of Selectmen	Voting Member
✓	Christopher Hyldburg	Chairman, School Committee	Voting Member
	Laura Scena	Member, School Committee	Voting Member
✓	Natasha Scarpato	Member at Large	Voting Member
	Richard A. Lavoie	Finance Committee	Voting Member
✓	William Meier	Building Trade Expert	Voting Member
✓	Mary Jo Coggeshall	Member at Large	Voting Member
✓	Frederick H. Howe	Board of Health	Voting Member
✓	Steven M. Lamarche	Superintendent of Schools, BPS	Voting Member
✓	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	
✓	Joel Seeley	SMMA, OPM	

Item #	Action	Discussion
10.1	Record	Call to Order, 6:30 PM, meeting opened.
10.2	Record	A motion was made by F. Howe and seconded by S. Lamarche to approve the 12/17/15 School Building Committee meeting minutes. No discussion, motion passed unanimous by those attending, one abstention.
10.3	Record	J. Seeley distributed and reviewed the Committee and Community Meetings Schedule for the PSR Phase, dated 12/17/15 and attached.
10.4	Record	J. Seeley distributed and reviewed the fully executed FSA Amendment No. 1, dated 10/8/15 and attached.
10.5	K. Kovacs	K. Kovacs to provide an update on the engineer's review of the gas service moratorium at the PES site once the engineers receive feedback from NGrid.
10.6	P. Meier	P. Meier contacted the Moderator on the process to be followed to fill vacant Committee seats in the future. The Moderator will provide direction.
10.7	J. Potter	J. Potter will send a letter to the Selectmen on the Committee's position on the "Technology use during Open Meeting" policy.
10.8	K. Kovacs	<p>K. Kovacs led a discussion relative to the Committee's goals in narrowing the current Four Alternatives to the One Preferred Alternative in the PSR Phase.</p> <p>Committee Discussion:</p> <ol style="list-style-type: none"> 1. W. Meier would like to confirm that the Preferred Alternative will alleviate capacity and enrollment pressures for many years to come. 2. S. Lamarche would like to understand the costs incurred by the Town for the Middle School and Bournedale projects in context to today's costs for the Four Alternatives. 3. J. Potter would like to understand if there are any MSBA required spaces in the Four Alternatives that were not required in the Middle School and Bournedale projects. 4. F. Howe would like to understand the transportation and travel impact differences between the Four Alternatives. 5. J. Potter indicated the Design Team should factor in any future planned Traffic Improvements by the Cape Cod Commission, that may impact the Four Alternatives. 6. K. Anderson would like to understand what other similar-sized Communities have elementary schools as large as 725 students. 7. P. Meier would like to understand what other Town-projects may be seeking capital project funding appropriations over the next few years. 8. S. Lamarche would like to understand the Peebles community's emotional and cultural viewpoint for keeping the existing Peebles school and renovating versus razing and constructing new. 9. J. Norton would like to understand the cost and educational impact of doing nothing and maintaining the 62 year old Peebles.

Item #	Action	Discussion
		<p>K. Kovacs shall develop a process for recording and responding to these goals, and others that may develop thru the upcoming Community Forums, to assist the Committee in deciding on the One Preferred Alternative.</p>
10.9	K. Kovacs	<p>J. Seeley led a discussion on what additional Traffic Consultancy may be desired by the Committee in the PSR Phase to assist the Committee in deciding on the One Preferred Alternative.</p> <p>Committee Discussion:</p> <ol style="list-style-type: none"> 1. K. Kovacs suggested further comparative empirical data on the impact of the rotaries on bussing and parent traffic, the impact of the Trowbridge Road and Sandwich Road intersection, the impact to the Middle School and High School traffic, and the travel distances and durations for each of the Four Alternatives may be useful to the Committee. 2. P. Meier indicated the Cape Cod Commission may already have traffic data. 3. J. Norton indicated it may be useful to understand the seasonal, May-June and September-October, traffic impact to each of the Four Alternatives. 4. S. Lamarche indicated the School Administration can provide the bus travel distances and durations to Peebles and Bournedale. 5. J. Potter indicated that additional traffic consultancy may not be required in that the Community's historic perception of the traffic won't be swayed by further consultancy. 6. M. Coggeshall asked if K. Kovacs can follow-up with the Cape Cod Commission on what traffic information they may have and work with E. Donoghue on the bus travel distances and durations to Peebles and Bournedale. <p>Based on the discussion, Committee decided that additional Traffic Consultancy is not desired at this time.</p>
10.10	K. Kovacs S. Lamarche P. Meier J. Seeley	<p>Prep for Community Forum No. 4, scheduled for 1/21/16, was discussed.</p> <p>Committee Discussion:</p> <ol style="list-style-type: none"> 1. N. Scarpato asked if the Community Forum could engage the community better, by having a survey or some other feedback mechanism? <i>K. Kovacs indicated that Community Forum No. 4 is focused on informing the Community on how and why the Committee decided on the Four Alternatives and that at Community Forum No. 5, a survey would be very useful.</i> 2. S. Lamarche asked if the presentation will include the Committee's scoring on the Evaluation Criteria. <i>K. Kovacs indicated yes.</i> 3. S. Lamarche indicated the presentation should be very clear on the MSBA's role in the Study, what the PSR Phase is, and what the Schedule is. 4. K. Kovacs to forward the flyer for Community Forum No. 4 and the seven poster boards for distribution.

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		<ul style="list-style-type: none">5. S. Lamarche indicated the School Administration will send out a text message advertising the forum, in addition to the email notifications.6. P. Meier will contact the Bourne Enterprise to advertise the forum.7. J. Seeley will send the flyer to BourneTV to advertise the forum.
10.11	Record	Old or New Business: <ul style="list-style-type: none">1. J. Potter indicated L. Scena has resigned from the Committee and that the School Committee has selected a new member, who will be appointed by the Moderator.2. J. Seeley indicated the MSBA will be providing review comments on the PDP submission within the next few weeks. They indicated based on their preliminary review the submission was thorough and complete.
10.12	Record	Community Forum No. 4: January 21, 2016 at 6:00 pm at the Bournedale Elementary School.
10.13	Record	Next SBC Meeting: February 4, 2016 at 6:30 pm at the Bourne Veteran's Memorial Community Center.
10.14	Record	A Motion was made by P. Meier and seconded by F. Howe to adjourn the meeting. No discussion, voted unanimously.

Attachments: Agenda, Committee and Community Meetings Schedule, Executed FSA Amendment No. 1

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: 1/7/2016
 Re: School Building Committee Meeting Meeting No: 10
 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	onsetjp@juno.com	Chairman, School Building Committee
	Peter J. Meier	pmeier@townofbourne.com	Bourne Board of Selectmen
	Christopher Hyldburg	chrish@alpha-1.com	Chairman, Bourne School Committee
	Laura Scena	laurascena@yahoo.com	Member, School Committee
	Natasha Scarpato	scarpato4@comcast.net	Member-At-Large
	Richard A. Lavoie	Rich.Lavoie@gmail.com	Member, Bourne Finance Committee
	William Meier	Dusty22752@aol.com	Building Trade Expert
	Mary Jo Coggeshall	mjocoggeshall@bourneps.org	At-Large
	Frederick H. Howe	rickhowe9@gmail.com	Board of Health
	Steven M. Lamarche	slamarche@bourneps.org	Superintendent of Schools, BPS
	Edward S. Donoghue	EDonoghue@bourneps.org	Director of Business Services, BPS
	Thomas M. Guerino	tguerino@townofbourne.com	Town Administrator
	Jonathan Nelson	jnelson@townofbourne.com	Director of Facilities, Town of Bourne
	Elizabeth A. Carpenito	ecarpenito@bourneps.org	Principal, BES
	Kathy Anderson	kanderson@bourneps.org	Elementary/Special Education Secretary
	Janey Norton	jnorton@bourneps.org	Principal, PES
	Kent Kovacs	kkovacs@flansburgh.com	Flansburgh Architects
	Betsy Farrell Garcia	bgarcia@flansburgh.com	Flansburgh Architects
	Joel Seeley	jseeley@smma.com	SMMA

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AGENDA

Project:	Peebles Elementary School Feasibility Study	Project No.:	15041
Re:	School Building Committee Meeting	Meeting Date:	1/7/2016
Meeting Location:	Bourne Veterans Memorial Community Center	Meeting Time:	6:30 PM
Prepared by:	Joel Seeley	Meeting No.:	10
Distribution:	Committee Members (MF)		

1. Call to Order
2. Approval of Minutes
3. Approval of Invoices and Commitments
4. Review Preferred Alternative Schematic Phase Goals
5. Review PSR Scope for Traffic Consultant
6. Prepare for Community Forum No. 4
7. Old or New Business
8. Public Comments
9. Next Meeting – February 4, 2016
10. Adjourn

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**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
November 25, 2015 Updated December 17, 2015

DATE	AGENDA
<i>Feasibility Study Phase (PSR)</i>	
January 7, 2016	SCHOOL BUILDING COMMITTEE MEETING Review Preferred Alternative Goals Prepare for Community Forum
January 21, 2016	COMMUNITY FORUM NO. 4 - 6:00 to 8:00 PM - BOURNEDALE ELEMENTARY SCHOOL CAFETERIA
February 4, 2016	SCHOOL BUILDING COMMITTEE MEETING Review Community Forum Comments Structural Narrative Review MEP Systems Narrative Review Update on Construction Alternatives Review MSBA Comments on PDP Submission
February 18, 2016	SCHOOL BUILDING COMMITTEE MEETING Update on Construction Alternatives Prepare for Community Forum
March 3, 2016	COMMUNITY FORUM NO. 5 - 6:00 to 8:00 PM - PEEBLES ELEMENTARY SCHOOL CAFETERIA
March 17, 2016	SCHOOL BUILDING COMMITTEE MEETING Review Community Forum Comments Update on Sustainable Design Goals Update on Construction Alternatives
March 31, 2016	SCHOOL BUILDING COMMITTEE MEETING Review Cost Models Preliminary Discussion of One Preferred Construction Alternative Prepare for Community Forum
April 6, 2016	COMMUNITY FORUM NO. 6 - 6:00 to 8:00 PM - BOURNEDALE ELEMENTARY SCHOOL CAFETERIA
April 14, 2016	SCHOOL BUILDING COMMITTEE MEETING Vote to Decide One Preferred Construction Alternative Vote to Submit Preferred Schematic Report to MSBA
April 15, 2016	<i>SUBMIT PREFERRED SCHEMATIC REPORT PACKAGE TO MSBA</i>
	ADDITIONAL MEETINGS TO BE SCHEDULED

TO: Director of Capital Planning

FROM: Mr. Steven Lamarche

Bourne Public Schools

Peebles Elementary School Project

MSBA Project ID Number: 201400360010

DATE: October 8, 2015

RE: Feasibility Study Agreement (FSA) Budget Revision Request, NUMBER: 1

Pursuant to the Feasibility Study Agreement between the TOWN OF BOURNE of Bourne, Massachusetts (the "District") and the MASSACHUSETTS SCHOOL BUILDING AUTHORITY (the "Authority"), the District hereby requests a revision to the Feasibility Study Budget, Exhibit A, dated February 6, 2015, for the James F. Peebles Elementary School Project. As required, the District has provided the information outlined in the table below to indicate the Feasibility Study Budget categories (line items) affected, the amounts needed and the reasons for the proposed revision.

The District acknowledges and agrees that it will not seek reimbursement from the Authority for any costs that exceed the already approved line item limits set forth in Exhibit A until after the Authority has accepted this Feasibility Study Budget Revision Request, and the Authority's ProPay system has been adjusted accordingly.

The District further acknowledges and agrees that in accordance with Section 3.3 of the Feasibility Study Agreement, any revisions to the Feasibility Study Budget will not result in an increase to the grant amount set forth in Section 2.1 of the Feasibility Study Agreement.

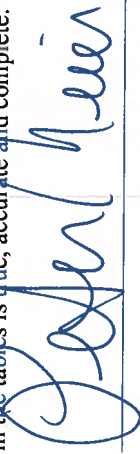
The District further acknowledges and agrees that the need for these revisions to the Feasibility Study Budget will be identified in the OPM monthly report as required pursuant to the Contract for Owner's Project Management Services between the District and the OPM.

The District further acknowledges and agrees that all of the information contained in this Feasibility Study Agreement Budget Revision Request has been reviewed and approved by the Town of Bourne and Bourne School Building Committee, and it further certifies and acknowledges that the funds to pay for the costs associated with these proposed revisions are available as indicated by the signatures noted below.

The Total Budget in the Current Feasibility Study Budget, Exhibit A of the FSA dated February 6, 2015, 2015 is \$750,000.00.

From Class' Code	From Classification Name	To Class' Code	To Classification Name	Budget Revision Amount	Reason for transfer (Attach all supporting documentation, e.g, executed contracts, amendments and or supporting invoices for reimbursable expenses)	Amount Remaining in Other	Ineligible/Cost/Scope Items excluded from the Total Facilities Grant
00010000	OPM - Feasibility Study	00040000	Other	\$15,000	Final Negotiated Fee	\$35,000.00	\$0.00
00020000	A&E - Feasibility Study	00030000	Environmental & Site	\$50,000	Final Negotiated Fee	\$35,000.00	\$0.00
00020000	A&E - Feasibility Study	00040000	Other	\$85,000	Final Negotiated Fee	\$120,000.00	\$0.00

By signing this Total Project Budget Revision Request, I hereby certify that I have read and understand the terms of this Request and further certify that the information supplied by the District in the tables is true, accurate and complete.



By: Peter J. Meier

Title: Chief Executive Officer

Date: 10/8/15

By signing this Total Project Budget Revision Request, I hereby certify that I have read and understand the terms of this Request and further certify that the information supplied by the District in the tables is true, accurate and complete.



By: Steven Lamarche

Title: Superintendent of Schools

Date: 10.08.2015

By signing this Total Project Budget Revision Request, I hereby certify that I have read and understand the terms of this Request and further certify that the information supplied by the District in the tables is true, accurate and complete.



By: Christopher Hyldburg

Title: Chair of the School Committee

Date: 10/8/15

MASSACHUSETTS SCHOOL BUILDING AUTHORITY

By:

Title: Director of Capital Planning

Date: