



TOWN OF NORTHBOROUGH

Town Offices
63 Main Street
Northborough, MA 01532-1994
(508) 393-5040 Phone
(508) 393-6996 Fax

LINCOLN STREET ELEMENTARY SCHOOL BUILDING COMMITTEE MEETING MINUTES – August 26, 2014

Members Present: Leslie Rutan, Selectmen Chair and Chair of Building Committee
John Coderre, Town Administrator
Christine Johnson, School Superintendent
Cheryl Levesque, School Business Manager
Jennifer Parson, Principal, Lincoln Street Elementary School
Jason Perreault, Board of Selectmen Member and
Vice-Chair of Building Committee
Julie Peterson, Building Committee Member
Jennifer Drohan, Northborough School Committee Member
Patricia Kress, Northborough School Committee Chair

Also in attendance: Alan Minkus, Strategic Building Solutions
Katie Crockett, Lamoureux, Pagano & Associates

Absent: Christopher Lawson, Building Committee Member

Leslie Rutan called the meeting to order at 1:05 p.m.

Approval of Minutes

Mr. Perreault moved, Mrs. Peterson seconded, and it was voted to approve the minutes of the July 10, 2014 Building Committee meeting with Mrs. Drohan and Mrs. Kress abstaining since they did not attend.

Project Schedule Update

Mr. Minkus distributed and reviewed the updated Project Schedule indicating the architect's Design Development package needs to be submitted to MSBA by August 28, 2014.

SBS Report

Mr. Minkus reported that Design Development (DD) plans were sent to the two estimating firms (PM&C and Fogarty) on August 1st. Both firms provided their DD estimates to the SBS and LPA on August 15th and an all-day reconciliation session took place at LPA's office on August 21st.

On August 22nd both estimating firms provide final Design Development estimates incorporating adjustments made during the reconciliation session.

SBS provided a DD Estimate Analysis to the School Building Committee which indicates the reconciled estimate for General Contractor Construction Costs at \$17,975,800.

The prior Schematic Design reconciled estimate, which set the Project Funding Agreement, carried the General Contractor Construction Costs at \$18,224,600, which means at the project is currently \$248,800 under the Schematic Design estimate.

There is one add/alternate for the baseball field which PM&C carried at \$69,700 and Fogarty carried at \$64,600, over and above the General Contractor Construction Costs.

Mrs. Crockett reviewed the furniture tours held with staff and distributed updated cafeteria and gym renderings. LPA continues to refine the color scheme for the interior space. Mrs. Crockett informed the Committee that a meeting will be held with the Town Department Heads to review the updated project information.

Upon review of the Design Team's Design Development update and the OPM's reconciled project budget update, Mr. Coderre moved to submit the Design Development package to the MSBA meeting scheduled for August 28, 2014; Mr. Perreault seconded and unanimously approved.

Any other business to come before the Committee

Mr. Coderre relayed to the Committee that MSBA has provided the Town with executable copies of the Project Funding Agreement (PFA). These will go back to MSBA by the end of the week. Once executed by MSBA, the Town will be able to begin submitting for reimbursement for project expenses.

Next meeting date

Following some discussion, the next meeting was set for October 2, 2014 at 1:00 p.m.

Adjournment

Mrs. Kress moved, Mrs. Drohan seconded, and it was unanimously voted to adjourn the meeting.

The meeting adjourned at 2:12 p.m.

Respectfully submitted,

Cheryl Levesque
Business Director

Documents used during meeting

August 26, 2014 Meeting Agenda
Building Committee Minutes – July 10, 2014
Updated project schedule dated August 25, 2014
Design Development Estimate Analysis
Interior space renderings for cafeteria and gym
Copy of August 22, 2014 letter from MSBA regarding PFA