

Sutton School Building Committee

Regular Scheduled Meeting

7/8/2009

Town Hall Meeting Room

Present: D. Davis, C. DiBella, W. Mead, J. Smith, D. Suhl, C. Watkins, R. Weaver

Absent: G. Coulter, T. Harrison, M. Jerz, R. Raymond, L. Stonebreaker, K. Stuart,

Meeting called to order at 7:04 pm.

1. Review of 5/13/09 minutes tabled due to lack of voting quorum of attendees from that meeting.
2. OPM and Architect selection processes: Wendy has been working with Jon Winikur, SBS project director, on the OPM submission package to be presented to the MSBA. Jon, Wendy, and Jim Smith will be meeting with the MSBA on Monday, July 13 to finalize acceptance by the MSBA of SBS as the OPM for the Sutton project. The package includes a narrative of the selection process used by the SSBC as well as a brief summary of each selected candidate's interview. Wendy will email the SSBC members on July 14 regarding the results of the OPM meeting with the MSBA.

Jim and Wendy met with Jon to negotiate the contract between SBS and the Town of Sutton. Money was negotiated, as well as number of personnel on site and the timeline for services with the goal being a presentation of the final selected project to the Town at the 2010 annual spring meeting. Phase 1 of the OPM contract "will not exceed \$79,000." Total money approved at town meeting for the feasibility study was \$695,000. Of the \$79,000, approximately 51% will be reimbursed to the town by the MSBA.

After discussion, it was agreed to schedule an information meeting between the SSBC and SBS prior to our next regularly scheduled meeting. July 15, 2009 was the recommended date.

Flansburgh: Cecilia provided the SSBC with copies of documentation submitted to the MSBA supporting the SSBC's position of continuing with Flansburgh as the architects for the Sutton project. This narrative included the process used by the SSBC in 2005 to select Flansburgh from the group of RFP submissions for the 2006 Feasibility Study of the Sutton Schools. Copies of this document were provided to members of the SSBC.

In addition, the package included a current proposal for Designer Services from Flansburgh dated June 10, 2009. Cecilia will provide copies of this proposal to other members of the SSBC as it was received directly by her from Flansburgh.

Per a conversation with Kevin Sullivan at the MSBA, Mary Pachetti, Director of Capital Planning at the MSBA, is currently reviewing the submitted information.

Jim Smith, as town procurement officer, Cecilia DiBella, as Superintendent, and Wendy Mead, representing the School Committee, will be the town reps on the Designer Selection Panel at the MSBA. The MSBA dictates the qualifications of the town's representatives.

3. New Business: Jim discussed Senate Bill 7-80 to create a water district in West Sutton with Aquarion which is currently on the Senate floor. Passage of this bill will allow water to be brought to the town center which would benefit the School. He will keep the committee updated on this Bill.

Motion to adjourn, David Suhl, seconded by Donna Davis. Meeting adjourned at 7:44 pm.

Respectively submitted,

Christine Watkins
Acting Secretary