



HOLYOKE PUBLIC SCHOOLS
 JUNTOS PODEMOS | TOGETHER WE CAN

School Building Committee
Thursday, February 15th, 2024 from 6:00 p.m. - 7:15 p.m.
Location: Virtual
Remote Access: Computer: <https://hps-holyoke-ma-us.zoom.us/j/81136895654>
Phone: Dial: 13126266799 / Webinar ID: 811 3689 5654

Agenda Items:

- Introduce new SBC voting members
- Review and Vote on the 2/05/24 SBC Meeting Minutes
- Introduction to Fontaine, General Overview of GC Onboarding Process
- Status of Contract, Update on Bid Protest
- Review of Overall Construction Schedule
- Review Next Steps with Furniture and Technology
- Other Topics Not Reasonably Anticipated 48 Hours in Advance

Invitees:

- *School Building Committee Members (17 voting members):* **David Yos, Kathy Ortiz, Mark Lubold, Erin Brunelle, Camilia Garcia, Anthony Soto, Whitney Anderson, Josh Garcia, Jaime Morrow, Sean Sheedy, Jessica Perella, Tim Keane, Kevin Jourdain, Ysaaca Axelrod, Anja Duffy, Jacqueline Glasheen, Reina Lorenzi**
- *Working Group Members:* Wendy Weiss, **Ron Collamore**

Additional Staff:

- *Non-voting Holyoke Staff:* **Erin Linville**, Mike Bissonnette, Kenia Davila
- *Owner’s Project Manager - Anser Advisory:* **Margaret Wood**, Kseniya Slavsky, **Petros Davos**, Lee Figgins
- *Architect - Mount Vernon Group (MVG):* **Chris LeBlanc**, Frank Tedesco, Hugo Coutinho, Adolfo Cuevas, Dennis Daly, Luis Ascensao, Susan Taylor
- *General Contractor:* **Tom Wolfenden**, Dave Fontaine Sr.
- *Design Consultants:* Cam Cosine, J.P. Charboneau (landscape architect), Naomi Cottrell
- *Interpreters:* **Johanna Castilla**, Wanda Peralta, Les Sepulveda, Randolph Dominguez

To Prepare for this meeting:

- Review and be ready to vote on the [24_0205 - MSBC Meeting Minutes](#)

Time	Mins.	Topic	Owner
6:00	5	Welcome and Introduce new SBC Voting Members <ul style="list-style-type: none"> ● Kevin Jourdain (City Councilor, lawyer, finance experience, Alumnus, Parent of Alum & Student) ● Ysaaca Axelrod (Education experience, bilingual, parent of 3 elementary-aged students) ● SBC Membership 	Erin Brunelle

		<p>FYI: Members of the public wishing to submit public comments can email erinfontainebrunelle@gmail.com no later than 3:00 p.m. on the day of the meeting to request the opportunity to speak for up to 2 minutes or to request a written statement be read aloud.</p>	
6:05	5	<p>Review next steps from last meeting or other additional notes</p> <ul style="list-style-type: none"> ● Check in on actions from last meeting <ul style="list-style-type: none"> ○ Vote on the 24_0205 - MSBC Meeting Minutes <ul style="list-style-type: none"> ■ Motion to Approve: M. Lubold ■ Seconded: S. Sheedy ■ Approved: Unanimously 	Erin Brunelle, Margaret Wood
6:10	15	<p>Introduction to Fontaine, General Overview of GC Onboarding Process</p> <ul style="list-style-type: none"> ● T. Wolfenden provided an introduction to Fontaine Bro and brief bio of project team members. ● T. Wolfenden discussed Procore, the job hosting platform for submittals (products and materials), RFI's, drawings, etc. 	Margaret Wood, David Fontaine Jr.
6:25	10	<p>Status of Contract, Update on Bid Protest</p> <ul style="list-style-type: none"> ● Owner-Contractor Agreement is being finalized by MVG/Anser; MVG to issue formal NTP to Fontaine on 2/16. ● On 2/14/24, Wayne Griffin Electric withdrew their bid protest against ML Schmitt's bid. ML Schmitt is therefore confirmed as the electrical subcontractor. ● Fontaine noted that all FSB contracts, minus Electrical, were in progress as of 2/2/24. Now that the bid protest is closed, they will initiate electrical. ● T. Wolfenden noted that sitework, concrete and steel contracts are finalized. 	Margaret Wood
6:35	10	<p>Review of Overall Construction Schedule</p> <ul style="list-style-type: none"> ● MVG noted the transition from design phase to construction administration. ● Fontaine noted that MEP/FP coordination is ongoing, BIM modeling has begun. ● T. Wolfenden noted Fontaine expected to land trailers on-site in the next few weeks, tentatively targeting foundation work commencing 4/1/24. 	Margaret Wood, Chris LeBlanc, David Fontaine Jr.

		<ul style="list-style-type: none"> ● W. Anderson asked for a summary of critical lead times. T. Wolfenden noted electrical gear, insulation, and HVAC equipment currently being tracked. ● Fontaine has requested a long-lead-items log from all contractors. ● Question was raised re: topping off ceremony timeline; T. Wolfenden noted most likely in August, Team to identify beam and placement come July and finalize logistics of the event. 	
6:45	5	<p>Review Next Steps with Furniture and Technology</p> <ul style="list-style-type: none"> ● C. LeBlanc provided a brief update on FF&E and Plumbing Code Variance. ● Per C. LeBlanc, plumbing code variance application is in process, decision and formal hearing expected thereafter. This is related to plumbing code changes, made after going out to bid regarding assembly requirements. 	Margaret Wood, Chris LeBlanc
6:50	5	<p>Review Next Steps</p> <ul style="list-style-type: none"> ● Upcoming Meetings: <ul style="list-style-type: none"> ○ Third Thursday of the Mon ○ Thursday, March 21 ○ Thursday, April 18 ○ Thursday, May 16 ○ Thursday, June 20 	Margaret Wood, Erin Brunelle
6:55	5	<p>Possible Topics for Next Meeting / Items Not Anticipated by the Chairs 48 hours in Advance</p> <ul style="list-style-type: none"> ● K. Jourdain requested an updated financial analysis spreadsheet, M. Wood to provide breakdown via email. <p>Motion to Adjourn:</p> <ul style="list-style-type: none"> ● Motion to Adjourn: M. Lubold ● Seconded: S. Sheedy ● Approved: Unanimously <p>Meeting Adjourned at 6:53 p.m.</p>	Margaret Wood, Erin Brunelle