



HOLYOKE PUBLIC SCHOOLS
A PATHWAY FOR EVERY STUDENT

School Building Committee
Thursday, May 5, 2022, 6-7:30 p.m.
Location: Virtual
Remote Access: Computer: <https://hps-holyoke-ma-us.zoom.us/j/81136895654>
Phone: Dial: 13126266799 / Webinar ID: 811 3689 5654

Meeting Objectives:

- Share update on April 27th MSBA board meeting and next steps, including a City Council vote
- Share update on the City’s Revenue projections
- Share working group updates if applicable

Attendees:

- *School Building Committee Members:* Josh Garcia, Anthony Soto, Erin Brunelle, Whitney Anderson, Jackie Glasheen, Will Puello, Reina Lorenzi, Mark Lubold, Kathy Ortiz, David Yos, Peter Tallman, Sal Canata, Jessica Perella, Debra Vega, Lori Belanger, Kenia Davila
- *Working Group Members:* Ron Collamore, Ysaaca Axelrod, Wendy Weiss, Nicholle Harrison
- *Additional Community Members:*
- *Additional Staff:* Scott MacPherson, Erin Linville

To Prepare for this meeting:

- Read [MSBA letter](#) about Feasibility Study and Schematic Design
- July 11, 2018 [submittal](#)
- <Optional> Read current draft of [Educational Plan](#)
 - Note: Mtg on 5/3 with Academics working group to discuss
 - Pages 1-11 are updated. Pages 12 and beyond will be collaboratively updated over the next month
- Review and be ready to approve meeting minutes from [April meeting](#)
- <FYI> [Background materials](#)

Time	Mins.	Topic	Owner
6:00	10	<p>Welcome and Public Comment</p> <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>	Erin Brunelle
6:10	30	<p>Share update on April 27th MSBA board meeting and next steps, including a City Council vote</p> <ul style="list-style-type: none"> ● Read MSBA letter about Feasibility Study and Schematic Design ● Read possible vote language ● May 12 check-in meeting with MSBA 	Mayor Garcia, Anthony Soto

6:40	10	Share update on the City's Revenue projections	Mayor Garcia
6:50	20	Share Working Group Updates (if any) <ul style="list-style-type: none"> ● Academic/Extracurricular (Jackie) ● Finance (David) ● Building Design (Mark) ● Communications (Erin) <ul style="list-style-type: none"> ○ Strategize an outreach schedule / reach out broader than the school 	Working Group Chairs
7:10	15	Review next steps from last meeting or other Notes <ul style="list-style-type: none"> ● Approve meeting minutes from April meeting (All) ● Reminder: Peck school building tour on Mon, May 9 from 4:15-5:15 p.m. ● Next Meeting: Thursday, June 9, 6 p.m. <ul style="list-style-type: none"> ○ Moved from prior week because Dean graduation is June 2 Other Notes <ul style="list-style-type: none"> ● FYI: May 10th - State of the City to City Council Next Steps	Erin Brunelle
		Possible Topics for Future Meetings <ul style="list-style-type: none"> ● 	

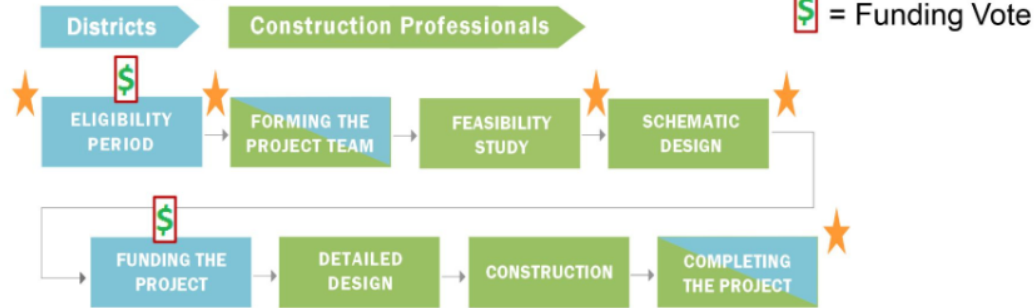
See MSBA Modules Visual below.



Module One – Module Five

MSBA Building Process

Steps primarily for:



http://www.massschoolbuildings.org/building/modules_overview

Massachusetts School Building Authority

17

Module 1: Eligibility

Module 2: Project Team (procure the services of the Owner's Project Manager and Designer)

Module 3: Feasibility (document the educational program & existing conditions, generate an initial space summary, establish design parameters, evaluate alternatives, and recommend the most cost effective and educationally appropriate preferred solution / submit two reports: a Preliminary Design Program and a Preferred Schematic Report)

Module 4: Schematic Design (develop a final design program and robust schematic design of sufficient detail to establish the scope, budget and schedule for the Proposed Project)

Module 5: Project Scope and Budget and Project Funding Agreements (establish the project scope, budget, schedule, and MSBA financial participation / after approval by MSBA, enter into a Project Funding Agreement)

Module 6: Design Development, Construction Documentation, and Bidding (advance the design, generate construction documentation, procure bids and award a construction contract in accordance with the aProject Funding Agreement)

Module 7: Construction Administration (MSBA continues to monitor progress of the project to confirm that it remains on track and meets the expectation of both the District and the MSBA as defined in the Project Funding Agreement)

Module 8: Project Closeout (MSBA performs final audit to determine final total grant amounts and make final payment)