



HOLYOKE PUBLIC SCHOOLS
 JUNTOS PODEMOS | TOGETHER WE CAN

School Building Committee
Thursday, January 12, 2023 from 5 - 8 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:**
- Conduct a Round 2 interview with Mount Vernon Group
 - Conduct a Round 2 interview with Flansburgh
 - Discuss the totality of the MVG and Flansburgh Applications (application, Rounds 1 and 2 interviews, reference checks, site visits)
 - Rank firms and vote on the designer in which to proceed for negotiation

- Attendees:**
- *School Building Committee Members:* Josh Garcia, Whitney Anderson, Mark Lubold, Jaime Morrow, Jessica Perella, Reina Lorenzi, Peter Tallman, Debra Vega, David Yos, Camilia Garcia, Kathy Ortiz, Jackie Glasheen, Camilia Garcia, Anthony Soto, Erin Brunelle, Kenia Davila
 - *Working Group Members:* Ron Collamore, Ysaaca Axelrod, Wendy Weiss
 - *Additional Community Members:*
 - *Additional Staff:* Margaret Wood, Mickey Buhl, Erin Linville
 - *Guests:* Representatives from Flansburgh and MVG

- To Prepare for this meeting:**
- Through the lens of only reviewing MVG and Flansburgh’s West Bridgewater application), review these materials that were previously shared with you for the November 17, 2022 meeting
 - [Comparison of Designer Applications](#)
 - [Designer applications](#)
 - [Program area summary](#)
 - Review the [questions that the designer](#) has been asked to prepare answers to for a second interview
 - Review [1/5/23 SBC meeting minutes](#)
 - <FYI> [Background materials](#)

Time	Mins.	Topic	Owner
5:00	5	<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
5:05	60	<p>Conduct a Round 2 Interview with Mount Vernon Group (MVG)</p> <ul style="list-style-type: none"> ● Possible attendees: Frank Tedesco, Hugo Coutinho, Dennis Daly 	Margaret Wood

6:05	60	Conduct a Round 2 Interview with Flansburgh <ul style="list-style-type: none"> Possible attendees: Kent Kovacs, Bill Beatrice, Madeleine Lee, Jorge Cruz 	Margaret Wood
7:05	30	Discuss the totality of the MVG and Flansburgh Applications (application, Rounds 1 and 2 interviews, reference checks, site visits)	Margaret Wood
7:30	20	Rank firms and vote on the designer in which to proceed for negotiation	Margaret Wood
7:50	10	Review next steps from last meeting or other Notes <ul style="list-style-type: none"> Check in on actions from last meeting <ul style="list-style-type: none"> Approve the 1/5/22 meeting minutes Next Meetings: <ul style="list-style-type: none"> Thursday, January 19th <ul style="list-style-type: none"> This is our next scheduled meeting. Should we meet this day (a week away), postpone to January 26th, or cancel meet on February 2 as already scheduled? Other Items <ul style="list-style-type: none"> <p>Other Notes</p> <p>Next Steps</p> <ul style="list-style-type: none"> 	Erin Brunelle
		Possible Topics for Future Meetings <ul style="list-style-type: none"> Early Jan - updated financial forecast <p>Parking Lot for Discussion later</p> <ul style="list-style-type: none"> Location and quantity of bathroom fixtures Parking along Crosier Field Protected outdoor space for waiting (Jackie, in response to a concern from Camilia) Outdoor spaces for physical activity and learning (Mark Lubold) 	

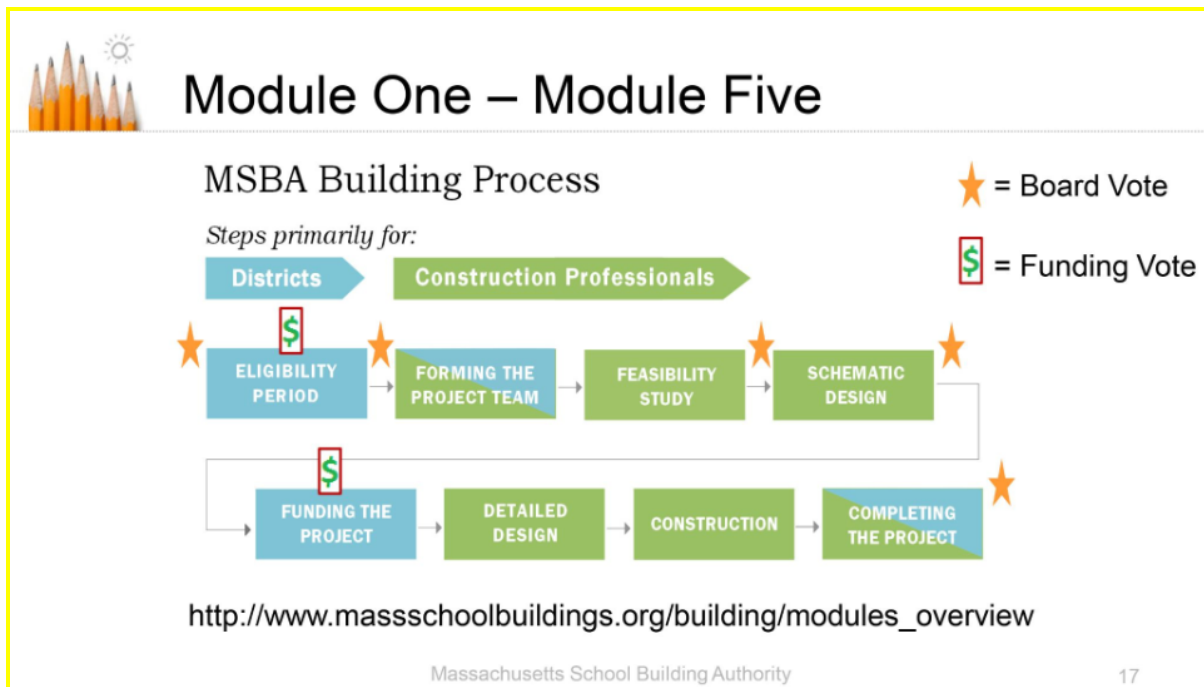
Questions for Designers

- Describe in detail what you anticipate for construction cost. Include your understanding of likely demolition, site costs and construction cost and escalation to the mid-point of construction and

state your escalation assumption. Participation by your estimator is preferred: if they are not able to attend, written responses on their letterhead should be provided.

- Describe in more detail how your building works, in plan and section, with the site. Include accessible approaches to secure public entry for school use and after school use.
- Assuming the following, provide a revised schedule for the project.
 - The City cannot authorize the designer to proceed with Schematic Design until a contract is executed.
 - The City cannot authorize the designer to proceed with Detailed Design until the City Council authorizes funding no later than May 31st, 2023.
 - The City may choose not to authorize demolition until the entire project has been bid (i.e. provide an alternate schedule where demolition and construction are bid together rather than in sequence).

See MSBA Modules Visual below.



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)