



HOLYOKE PUBLIC SCHOOLS
 JUNTOS PODEMOS | TOGETHER WE CAN

School Building Committee
Thursday, January 5, 2022 at 6 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:**
- Debrief West Bridgewater Jr/Sr site visit (designed by Flansburgh) and Flansburgh reference calls
 - Review details for the Round 2 interviews next week
 - Discuss impact of changes in MSBA reimbursement in Holyoke
 - Discuss timing of when to go to Finance Committee

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

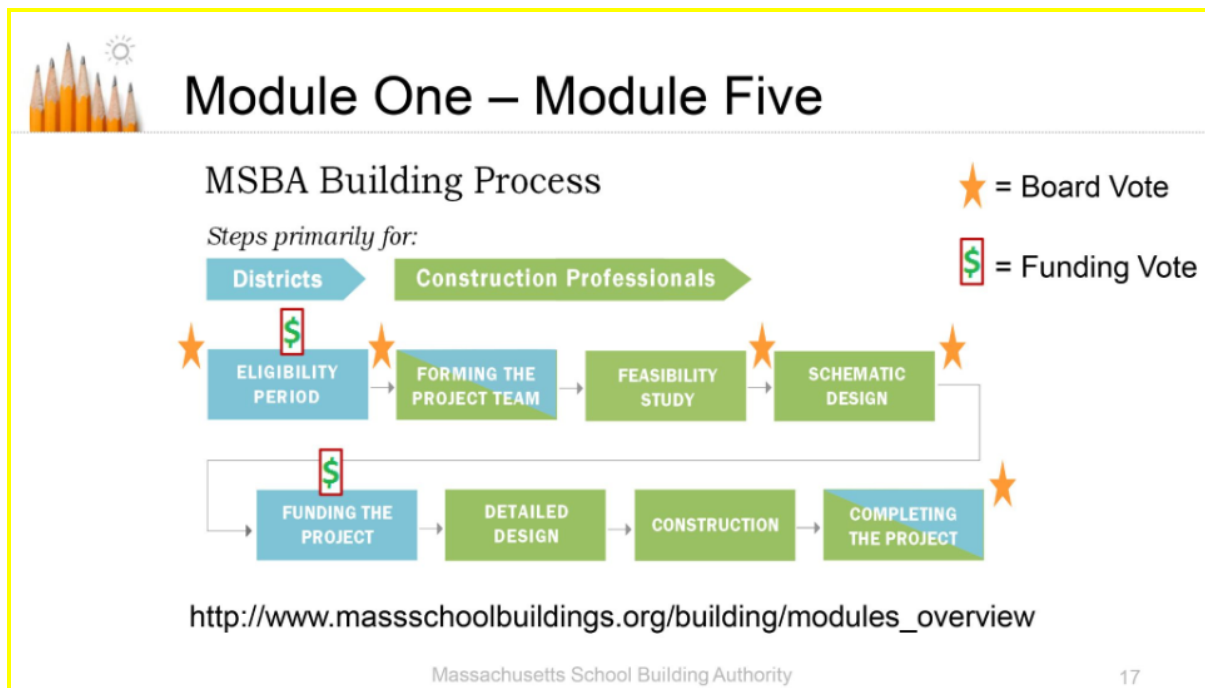
- To Prepare for this meeting:**
- Review [12/15 meeting minutes](#) to prepare for approval
 - Review notes from [Flansburgh reference calls](#) (will be completed by EOD Thursday 1/5 by Whitney, Reina and Erin)
 - <FYI> [Background materials](#)

Time	Mins.	Topic	Owner
6:00	5	Welcome and Public Comment 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.	Erin Brunelle
6:05	40	Debrief West Bridgewater Jr/Sr site visit (designed by Flansburgh) and Flansburgh reference calls	Margaret Wood
6:45	10	Review details for the Round 2 interviews next week	Margaret Wood
6:55	10	Discuss impact of changes in MSBA reimbursement in Holyoke	

		<ul style="list-style-type: none"> ● <i>From a slide at the MSBA meeting on 12/21/22</i> <ul style="list-style-type: none"> ○ Adjust the current policy of funding from \$360/sf plus eligible demolition and abatement (including eligible sitework costs) to funding up to \$393/sf for building costs plus eligible demolition and abatement (exclusive of eligible sitework costs) ○ Adjust the current sitework cost allowance guidelines of funding from up to 8% of building cost for otherwise eligible sitework costs (within the construction funding limit) to funding up to 10% of the MSBA's building cost funding limit for otherwise eligible sitework costs (in addition to the MSBA's building construction cost funding limit plus eligible demolition and abatement) ○ Apply the proposed adjustment to MSBA's sitework cost allowance guideline to include up to \$39/sf in addition to the proposed increase to \$393/sf for a total construction cost funding limit of \$432 plus eligible demolition and abatement ● From meeting: These rules would apply to the Holyoke project and any other project in the foreseeable future 	
7:05	10	Discuss timing of when to go to Finance Committee	Mayor, Erin Brunelle
7:15	10	<p>Review next steps from last meeting or other Notes</p> <ul style="list-style-type: none"> ● Approve 12/15/22 meeting minutes ● Check in on actions from last meeting <ul style="list-style-type: none"> ○ Margaret to contact Flansburgh and MVG to see if they can be free on Thursday, January 12th for a 5 p.m. start. - done, yes ○ All SBC members review the previously submitted Flansburgh (West Bridgewater School) and MVG materials prior to January 12th meeting ● Next Meetings: <ul style="list-style-type: none"> ○ Thursday, January 12th, 5 - 8 p.m. <ul style="list-style-type: none"> ■ Interviews beginning at 5pm - aiming for 100% participation ○ Thursday, January 19th ○ Other Items <ul style="list-style-type: none"> ■ updated financial forecast? <p>Other Notes</p> <p>Next Steps</p>	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) 	
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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)