



HOLYOKE PUBLIC SCHOOLS
 JUNTOS PODEMOS | TOGETHER WE CAN

School Building Committee
Thursday, November 16th, 2023 from 6:00 p.m. - 8:00 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:

- Review and Vote On the 10/19/23 SBC Meeting Minutes
- Review and Vote On Proposed Proprietary and VE Items
- Review and Vote On Proposed Delegated Authority Matrix
- Review Overall Project and Bid Schedule
- Updates on Permitting and Early Site Package Mobilization
- Overall Design Progress Updates; Discuss Possibility of School-Owned Solar Capabilities
- Updates on Pre-Qualification Process for Filed-Sub Bids and General Contractors
- Discuss School Committee Progress on Naming of School

Invitees:

- *School Building Committee Members:* **David Yos, Kathy Ortiz, Mark Lubold, Erin Brunelle, Camilia Garcia, Anthony Soto, Whitney Anderson, Josh Garcia, Jaime Morrow, Jessica Perella, Reina Lorenzi, Sean Sheedy, Jacqueline Glasheen**
 - Arrive late: Jessica Perella
 - Absent: Peter Tallman, Anja Duffy
- *Working Group Members:* **Wendy Weiss, Ysaaca Axelrod, 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**
- *Design Consultants:* Cam Cosine, J.P. Charboneau (landscape architect), Naomi Cottrell
- *Interpreters:* **Johanna Castilla, Wanda Peralta, Les Sepulveda, Randolph Dominguez, Jeniffer Ladino**

To Prepare for this meeting:

- Review and be ready to vote on the [23_1019 - MSBC Meeting Minutes](#)
- Review and be ready to vote on the [23_1116 Proposed Proprietary and VE Items](#)
- Review and be ready to vote on the [23_1116 - Proposed Delegated Authority Matrix](#)
- Review the [23_1116 - Peck Schedule Detail](#)

Time	Mins.	Topic	Owner
6:00	5	<p>Welcome</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</p>	Erin Brunelle

		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.	
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 23_1019 - MSBC Meeting Minutes <ul style="list-style-type: none"> ■ Motion to Approve: M. Lubold ■ Seconded: A. Soto ■ Approved: Unanimously (8) 	Margaret Wood
6:10	15	<p>Review and Vote On 23_1116 Proposed Proprietary and VE Items</p> <ul style="list-style-type: none"> ● C. LeBlanc reviewed and presented Proposed Proprietary Items ● C. LeBlanc noted that, if approved, these items will be incorporated into the construction bid documents <ul style="list-style-type: none"> ○ Vote to approve the Proprietary items <ul style="list-style-type: none"> ■ Motion to Approve: M. Lubold ■ Seconded: J. Glasheen ■ Approved: Unanimously (10) ● C. LeBlanc reviewed and presented Proposed Value Engineering Items ● C. LeBlanc noted that the MSBA requires communities to have a planned list of VE items <ul style="list-style-type: none"> ○ Vote to approve the Value Engineering items <ul style="list-style-type: none"> ■ Motion to Approve: M. Lubold ■ Seconded: J. Glasheen ■ Approved: (9) Yes to approve, (1) No - D. Yos 	Erin Brunelle, Margaret Wood, Chris LeBlanc
6:25	15	<p>Review and Vote On 23_1116 - Proposed Delegated Authority Matrix</p> <ul style="list-style-type: none"> ● M. Wood reviewed and presented the Proposed Delegated Authority Matrix <ul style="list-style-type: none"> ○ Vote to approve the Delegated Authority Matrix as presented <ul style="list-style-type: none"> ■ Motion to Approve the Delegated Authority Matrix as presented: A. Soto ■ Seconded: R. Lorenzi ○ In discussion, M. Lubold proposes an Amendment to add “or designee” on subgroup titles of the Delegated Authority Matrix <ul style="list-style-type: none"> ■ Motion to Amend to add “or designee”: M. Lubold ■ Seconded: A. Soto ■ Approved: (9) Yes to approve 	Erin Brunelle, Margaret Wood

		<ul style="list-style-type: none"> ○ In discussion, D. Yos proposes an Amendment that a change order of over \$100,000 be brought to a vote of the committee (change orders only, not including invoices) <ul style="list-style-type: none"> ■ Motion to Amend: D. Yos ■ Seconded: R. Lorenzi ■ Rejected: (4) Yes to approve, (6) No ● Motion to amend to add “or designee” is approved ● Motion to amend that a change order of over \$100,000 be brought before the SBC failed. <ul style="list-style-type: none"> ○ Vote to approve the Delegated Authority Matrix, including Amendment to add “and designee” to subgroup titles <ul style="list-style-type: none"> ■ No further discussion ■ Approved: (10) Yes to approve 	
6:40	15	<p>Review Overall Project and Bid Schedule</p> <ul style="list-style-type: none"> ● M. Wood reviewed the 23_1116 - Peck Schedule Detail ● M. Wood noted that the team may stagger bidding dates based upon other currently bidding similarly sized projects in MA 	Margaret Wood, Chris LeBlanc
6:55	5	<p>Updates on Early Site Package Construction Mobilization</p> <ul style="list-style-type: none"> ● C. LeBlanc provided update on the early site construction progress <ul style="list-style-type: none"> ○ Demolition ongoing ○ 3-4 more weeks of anticipated demolition until all building structures demolished ○ 10-12 trucks daily haling off construction demo debris and asbestos containing materials ○ Site preparation work underway in the dingle area ● Refer to Photos from 11/14/23 	Margaret Wood, Chris LeBlanc, Petros Davos
7:00	10	<p>Overall Design Progress Updates; Discuss Possibility of School-Owned Solar Capabilities</p> <ul style="list-style-type: none"> ● C. LeBlanc noted that the 100% construction documents will be completed and available to bidders on 11/30/23 ● M. Lubold noted interest in school-owned solar, battery storage and the idea of benefits going back to City and not 3rd party 	Chris LeBlanc, Margaret Wood

		<ul style="list-style-type: none"> E. Brunelle recommended design/building sub committees potentially meet to discuss this option, especially given surplus reimbursement from MSBA. 	
7:10	10	<p>Updates on Pre-Qualification Process for Filed-Sub Bids and General Contractors</p> <ul style="list-style-type: none"> P. Davos provided an overall update on the prequalification process. <ul style="list-style-type: none"> FSB and GC prequalification bidding closed on Wednesday, November 15, 2023 at 4:00 PM <ul style="list-style-type: none"> In total: 7 GC's & 76 Filed-Sub Bidders submitted prequalification packages. 	Margaret Wood, Chris LeBlanc
7:20	5	<p>Discuss School Committee Progress on Naming of School</p> <ul style="list-style-type: none"> E. Brunelle provided an update on the progress of naming the school. Subcommittee meeting scheduled for December 13th. Tentatively targeting late Spring '24 for decision. 	Erin Brunelle
7:25	5	<p>Review Next Steps</p> <ul style="list-style-type: none"> Upcoming Meetings: <ul style="list-style-type: none"> HOLD: Thursday, January 18th, 6:00 pm - 8:00, MSBC Meeting <p>Motion to Adjourn:</p> <ul style="list-style-type: none"> Motion to Adjourn: M. Lubold Seconded: J. Glasheen Approved: Unanimously (10) <p>Meeting Adjourned at 7:16 p.m.</p>	Margaret Wood, Erin Brunelle
		<p>Possible Topics for Future Meetings</p> <ul style="list-style-type: none"> TBD 	