

Project Minutes

Project: New Stoneham High School Project No.: 20033
 Prepared by: Joel Seeley Meeting Date: 12/6/2021
 Re: School Building Committee Meeting Time: 7:00pm
 Location: Central Middle School Library and Remote Participation Meeting No: 36
 Distribution: Attendees (MF)

Attendees:

PRESENT	NAME	AFFILIATION	VOTING MEMBER
✓	Marie Christie	Co-Chair, School Building Committee	Voting Member
✓	David Bois	Co-Chair, School Building Committee; Community Member with Architecture Experience	Voting Member
✓	Nicole Nial	School Committee Member	Voting Member
✓	Raymie Parker	Select Board Member	Voting Member
✓	Douglas Gove	Community Member with Engineering Experience	Voting Member
✓	Stephen O'Neill	Community Member with Engineering Experience	Voting Member
✓	Josephine Thomson	Community Member	Voting Member
Attended Remote	Jeanne Craigie	Town Moderator	Voting Member
✓	Lisa Gallagher	Community Member, School Secretary, Past member of Middle School Building Committee	Voting Member
✓	Sharon Iovanni	Community Member	Voting Member
✓	Cory Mashburn	Community Member, Finance and Advisory Board	Voting Member
✓	Paul Ryder	Community Member with Construction Experience	Voting Member
	David Pignone	Select Board Member, Athletic Director, Member knowledgeable in educational mission and function of facility	Voting Member
✓	Kevin Yianacopolus	Local Official responsible for Building Maintenance	Voting Member
Attended Remote	Dennis Sheehan	Town Administrator / MCPPO Certified	Non-Voting Member
✓	John Macero	Superintendent of Schools, Secretary of School Building Committee	Non-Voting Member
	Bryan Lombardi	Stoneham High School Principal	Non-Voting Member
✓	Brian McNeil	Town Facilities Director	Non-Voting Member
Attended Remote	April Lanni	Town Procurement Officer / MCPPO Certified	Non-Voting Member
✓	Brooke Trivas	Perkins and Will	
✓	Patrick Cunningham	Perkins and Will	
✓	Kristy Lyons	Consigli Construction	
✓	Todd McCabe	Consigli Construction	
✓	Johanna Brau	NV5	
✓	Michael Papagni	NV5	
✓	Robert Smith	SMMA	
✓	Joel Seeley	SMMA	

Item #	Action	Discussion
36.1	Record	Call to Order, 7:00 PM, meeting opened.
36.2	Record	This meeting will be a hybrid meeting held both via video conference and in person and a recording of such will be posted on the Town's website.
36.3	Record	A motion was made by S. Iovanni and seconded by R. Parker to approve the 11/8/21 School Building Committee meeting minutes. No discussion, motion passed unanimously.
36.4	Record	J. Seeley reviewed the Budget Status Report, dated 11/30/21, attached.
36.5	Record	J. Seeley reviewed Warrant No. 19, attached. Committee Discussion: 1. J. Craigie asked if the printing cost for the Friday packets was part of the OPM fee? <i>J. Seeley indicated yes, the cost of the Friday packets was part of the OPM fee.</i> 2. J. Craigie asked how many Friday packets are being provided? <i>J. Seeley indicated two Friday packets are being provided.</i> A motion was made by J. Craigie and seconded by C. Mashburn to approve Warrant No. 19. No discussion, motion passed unanimously.
36.6	J. Seeley	J. Seeley reviewed the Design Development Phase Schedule and Local Permitting Schedule, attached. Committee Discussion: 1. P. Cunningham indicated the background noise acoustics study will be performed next week. <i>J. Seeley to add the background noise acoustics study to the Design Development Phase Schedule.</i>
36.7	T. McCabe	T. McCabe to confirm when the final entry/exit driveway configuration will be constructed and if the access from Boxwood Road would remain during construction. <i>(from prior meeting)</i>
36.8	B. Trivas	B. Trivas to review if the existing flagpole will need to be temporarily relocated to be out of the construction area? <i>(from prior meeting)</i>
36.9	B. Trivas	B. Trivas to provide a plan indicating the location of the proposed geotechnical borings and test pits to B. McNeil and B. Lombardi for coordination. <i>(from prior meeting)</i>
36.10	P. Cunningham B. Trivas	P. Cunningham and B. Trivas provided a Design Update, attached. Committee Discussion:

Item #	Action	Discussion
		<p>Pre-K Wing</p> <ol style="list-style-type: none"><li data-bbox="516 449 1393 512">1. D. Bois asked what is the exterior building material along the Pre-K wing? <i>P. Cunningham indicated the material is ground-faced CMU.</i><li data-bbox="516 533 1393 638">2. D. Bois asked will the Pre-K wing be able to be converted to High School use if needed in the future? <i>P. Cunningham indicated yes, the structure height will be sufficient.</i><li data-bbox="516 659 1393 785">3. D. Bois asked if the Pre-K window openings can be framed to allow for installation of high school classroom sized windows in the future? <i>P. Cunningham indicated yes, they will be framed to allow for future replacement.</i><li data-bbox="516 806 1393 869">4. J. Craigie asked if window shades will be provided on the Pre-K windows? <i>P. Cunningham indicated yes, all exterior windows will have shades.</i><li data-bbox="516 890 1393 1058">5. D. Gove asked how confident is the design team in reducing the size of the Mechanical Room and has all the equipment planned for in the Mechanical Room been accounted for? <i>P. Cunningham indicated the HVAC engineers are currently reviewing, but have they have indicated they are confident in the reduction.</i><li data-bbox="516 1079 1393 1184">6. D. Gove asked if additional storage can be provided? <i>B. Trivas indicated additional storage will be difficult, as the building square footage cannot be increased.</i><li data-bbox="516 1205 1393 1289">7. B. McNeil asked what is the layout of delivery trucks and dumpsters at the loading dock? <i>B. Trivas indicated a layout will be provided at an upcoming meeting.</i><li data-bbox="516 1310 1393 1436">8. J. Craigie asked if any value engineering has been undertaken that would reduce the building size? <i>B. Trivas indicated the overall building square feet has not been reduced, the plan has been simplified.</i><li data-bbox="516 1457 1393 1562">9. J. Craigie asked if any value engineering has removed items that the residents have voted for? <i>B. Trivas indicated there has been no value engineering performed.</i> <p>Administrative Suite</p> <ol style="list-style-type: none"><li data-bbox="516 1646 1393 1730">1. D. Bois asked if the corridors in the Administration Suite have been checked for dead-ends and common paths of travel? <i>P. Cunningham indicated he will review and provide direction.</i>

Item #	Action	Discussion
		<p>2. J. Thomson asked can the District Offices be converted to High School use if needed in the future? <i>B. Trivas indicated yes, the District Offices could be converted to office-type uses, but converting to classrooms would be challenging.</i></p> <p>3. J. Macero indicated he and Bryan Lombardi would like to review the Administration Suite in more detail with the design team.</p> <p>4. J. Craigie asked if the offices will have communicating doors? <i>P. Cunningham indicated no, the offices will not have communicating doors.</i></p> <p>Drama Wing</p> <p>1. J. Macero indicated he and Bryan Lombardi would like to review the Drama Wing in more detail with the design team.</p> <p>2. D. Bois asked if a fourth exit is required from the Auditorium? <i>P. Cunningham indicated he will review and provide direction</i></p> <p>The Committee indicated, in general, the design update is going in the right direction.</p> <p>The Committee to forward any additional comments to J. Seeley to compile and forward to the design team.</p>
36.11	Record	<p>J. Seeley introduced J. Brau and M. Papagni of NV5, the MSBA Commissioning Agent. M. Papagni provided an overview of the Commissioning Agent Services being provided on the project.</p>
36.12	J. Seeley	<p>Subcommittee Updates</p> <p>1. S. Iovanni provided an overview of the PR Subcommittee meeting held on 12/6/21.</p> <p>2. J. Seeley reviewed the 11/22/21 Green Building Initiatives Meeting Minutes, attached.</p> <p>3. J. Craigie asked if the Educational Mission Subcommittee work is completed. <i>J. Macero indicated the focus may now change to an interiors-type subcommittee to review finishes and materials.</i></p> <p>J. Seeley to provide a listing of the Working Groups and Subcommittees for the next Committee meeting.</p>
36.13	Record	<p>Committee Questions - none</p>

Project: New Stoneham High School

Meeting Date: 12/6/2021

Meeting No.: 36

Page No.: 5

Item #	Action	Discussion
36.14	Record	Old or New Business 1. R. Parker thanked J. Macero and P. Cunningham for their presentation of the project at the MSBA ZNE symposium on 12/2/21.
36.15	Record	Public Comment – none
36.16	Record	Next SSBC Meeting: December 20, 2021 at 7:00 pm.
36.17	Record	A Motion was made by R. Parker and seconded by J. Craigie to adjourn the meeting. No discussion, motion passed unanimous.

Attachments: Agenda, Budget Status Report, Design Development Phase Schedule, and Local Permitting Schedule, 11/22/21 Green Building Initiatives Meeting Minutes, Powerpoint

The information herein reflects the understanding reached. Please contact the author if you have any questions or are not in agreement with these Project Minutes

1000 Massachusetts Avenue
Cambridge, MA 02138
617.547.5400

www.smma.com

PROJECT MEETING SIGN-IN SHEET

Project: Stoneham High School Feasibility Study
 Prepared by: Joel Seeley
 Re: School Building Committee Meeting
 Location: Central Middle School Library and Remote Locations
 Distribution: Attendees, (MF)

Project No.: 20033.00
 Meeting Date: 12/6/2021
 Time: 7:00pm
 Meeting No: 36

SIGNATURE	ATTENDEES	EMAIL	AFFILIATION
<i>Marie Christie</i>	Marie Christie	mariechristie@comcast.net	Co-Chair, Past Member of the School Committee/Middle School Building Committee
<i>David Bois</i>	David Bois	bois@arrowstreet.com	Co-Chair, Community Member with Architecture Experience
<i>Nicole Nial</i>	Nicole Nial	nicole.nial@stonehamschools.org	School Committee Member
<i>Raymie Parker</i>	Raymie Parker	rparker@stoneham-ma.gov	Select Board Member
<i>Douglas Gove</i>	Douglas Gove	goved11@gmail.com	Community Member with Engineer Experience
<i>Stephen O'Neill</i>	Stephen O'Neill	sonell@hayner-swanson.com	Community Member with Engineer Experience
<i>Josephine Thomson</i>	Josephine Thomson	jjthomson315@yahoo.com	Community Member, Middle School Faculty
<i>Jeanne Craigie</i>	Jeanne Craigie	jcraigie@stoneham-ma.gov	Town Moderator
<i>Lisa Gallagher</i>	Lisa Gallagher	lgallagher@stonehamschools.org	Community Member, School Secretary, Past member of Middle School Building Committee
<i>Sharon Iovanni</i>	Sharon Iovanni	sharon.iovanni@stonehambank.com	Community Member
<i>Cory Mashburn</i>	Cory Mashburn	cory.mashburn910@gmail.com	Community Member, Finance and Advisory Board
<i>Paul Ryder</i>	Paul Ryder	pryder@Cambridgema.gov	Community Member with Construction Experience
<i>David Pignone</i>	David Pignone	dpignone@stonehamschools.org	Select Board Member, Athletic Director, Member knowledgeable in educational mission and function of facility
<i>Kevin Yianacopolus</i>	Kevin Yianacopolus	kyianacopolus@stonehamschools.org	Local Official responsible for Building Maintenance
<i>Dennis Sheehan</i>	Dennis Sheehan	dsheehan@stoneham-ma.gov	Town Administrator / MCPPO Certified
<i>John Macero</i>	John Macero	jmacero@stonehamschools.org	Superintendent of Schools, Secretary of School Building Committee
<i>Bryan Lombardi</i>	Bryan Lombardi	blombardi@stonehamschools.org	Stoneham High School Principal
<i>Brian McNeil</i>	Brian McNeil	bmccneil@stonehamschools.org	Facilities Director
<i>April Lanni</i>	April Lanni	alanni@stoneham-ma.gov	Town Procurement Officer / MCPPO Certified
<i>Brooke Trivas</i>	Brooke Trivas	brooke.trivas@perkinswill.com	Perkins and Will
<i>Patrick Cunningham</i>	Patrick Cunningham	patrick.cunningham@perkinswill.com	Perkins and Will
<i>Todd McCabe</i>	Todd McCabe	tmccabe@consigli.com	Consigli
<i>Kristy Lyons</i>	Kristy Lyons	klyons@consigli.com	Consigli
<i>Robert Smith</i>	Robert Smith	rsmith@smma.com	SMMA
<i>Joel Seeley</i>	Joel Seeley	jseeley@smma.com	SMMA

Agenda

Project:	New Stoneham High School	Project No.:	20033
Re:	School Building Committee Meeting	Meeting Date:	12/6/2021
Prepared by:	Joel Seeley	Meeting Time:	7:00 PM
Location:	Central Middle School Library & Remote Participation	Meeting No.:	36
Distribution:	Attendees (MF)		

1. Call to Order
2. Approval of Minutes
3. Approval of Invoices and Commitments
4. Schedule and Budget Update
5. Design Update
6. Introduce Commissioning Agent
7. Subcommittee Updates
8. New or Old Business
9. Committee Questions
10. Public Comments
11. Next Meeting: December 20, 2021
12. Adjourn

Join Go-To-Meeting: <https://global.gotomeeting.com/join/671616757>
Dial-in: [+1 \(872\) 240-3212](tel:+18722403212) **Access Code:** 671-616-757

Symmes Maini & McKee Associates, Inc. (SMMA) Stoneham Public School District Stoneham High School		Original PFA Budget 08/18/2021	Budget Revisions	Current Budget	Contract Amount	Expended	(B - C) Remaining Contract Amount	Additional Projected Amount	(A - B - E) Budget Balance
BUDGET / Summary as of: 11/30/2021									
Propay code #	Name			A	B	C	D	E	
	Feasibility Study Agreement								
0001-0000	OPM Feasibility Study	187,500.00	(82,500.00)	105,000.00	105,000.00	105,000.00	-	-	-
0002-0000	A&E Feasibility Study	465,000.00	(45,000.00)	420,000.00	420,000.00	420,000.00	-	-	-
0003-0000	Environmental and Site	60,000.00	114,193.14	174,193.14	174,193.14	147,734.27	26,458.87	-	-
0004-0000	Other	37,500.00	13,306.86	50,806.86	47,051.36	34,551.36	12,500.00	-	3,755.50
	Feasibility Study Agreement Subtotal	\$ 750,000.00	\$ -	\$ 750,000.00	\$ 746,244.50	\$ 707,285.63	\$ 38,958.87	\$ -	\$ 3,755.50
	Administration								
0101-0000	Legal Fees	120,000.00		120,000.00	-	-	-	-	120,000.00
	Owner's Project Manager								
0102-0400	> Design Development	380,000.00		380,000.00	380,000.00	-	380,000.00	-	-
0102-0500	> Construction Contract Documents	640,000.00		640,000.00	640,000.00	-	640,000.00	-	-
0102-0600	> Bidding	180,000.00		180,000.00	180,000.00	-	180,000.00	-	-
0102-0700	> Construction Contract Administration	3,185,100.00		3,185,100.00	3,185,100.00	-	3,185,100.00	-	-
0102-0800	> Closeout	220,000.00		220,000.00	220,000.00	-	220,000.00	-	-
0102-0900	> Extra Services	140,000.00		140,000.00	-	-	-	-	140,000.00
0102-1000	> Reimbursable & Other Services	80,000.00		80,000.00	-	-	-	-	80,000.00
0102-1100	> Cost Estimates	-		-	-	-	-	-	-
0103-0000	Advertising	20,000.00		20,000.00	-	-	-	-	20,000.00
0104-0000	Permitting	120,000.00		120,000.00	-	-	-	-	120,000.00
0105-0000	Owner's Insurance	200,000.00		200,000.00	-	-	-	-	200,000.00
0199-0000	Other Administrative Costs	260,000.00		260,000.00	-	-	-	-	260,000.00
	Administration Subtotal	\$ 5,545,100.00	\$ -	\$ 5,545,100.00	\$ 4,605,100.00	\$ -	\$ 4,605,100.00	\$ -	\$ 940,000.00
	Architecture and Engineering								
	Basic Services								
0201-0400	> Design Development	3,233,800.00		3,233,800.00	3,233,800.00	-	3,233,800.00	-	-
0201-0500	> Construction Contract Documents	4,921,000.00		4,921,000.00	4,921,000.00	-	4,921,000.00	-	-
0201-0600	> Bidding	1,124,800.00		1,124,800.00	1,124,800.00	-	1,124,800.00	-	-
0201-0700	> Construction Contract Administration	3,936,800.00		3,936,800.00	3,936,800.00	-	3,936,800.00	-	-
0201-0800	> Closeout	423,600.00		423,600.00	423,600.00	-	423,600.00	-	-
0201-9900	> Other Basic Services	-		-	-	-	-	-	-
	BASIC SERVICES SUBTOTAL	\$ 13,640,000.00	\$ -	\$ 13,640,000.00	\$ 13,640,000.00	\$ -	\$ 13,640,000.00	\$ -	\$ -
	Reimbursable Services								
0203-0100	> Construction Testing	60,000.00		60,000.00	-	-	-	-	60,000.00
0203-0200	> Printing (over minimum)	40,000.00		40,000.00	-	-	-	-	40,000.00
0203-9900	> Other Reimbursable Costs	320,000.00	(7,700.00)	312,300.00	8,800.00	-	8,800.00	-	303,500.00
0204-0200	> Hazardous Materials	269,830.00		269,830.00	34,650.00	-	34,650.00	-	235,180.00
0204-0300	> Geotech & Geo-Env.	657,170.00		657,170.00	277,409.00	-	277,409.00	-	379,761.00
0204-0400	> Site Survey	44,000.00		44,000.00	44,000.00	-	44,000.00	-	-
0204-0500	> Wetlands	20,000.00		20,000.00	-	-	-	-	20,000.00
0204-1200	> Traffic Studies	209,000.00	7,700.00	216,700.00	216,700.00	-	216,700.00	-	-
	Architectural and Engineering Subtotal	\$ 15,260,000.00	\$ -	\$ 15,260,000.00	\$ 14,221,559.00	\$ -	\$ 14,221,559.00	\$ -	\$ 1,038,441.00

Symmes Maini & McKee Associates, Inc. (SMMA) Stoneham Public School District Stoneham High School		Original PFA Budget 08/18/2021	Budget Revisions	Current Budget	Contract Amount	Expended	(B - C) Remaining Contract Amount	Additional Projected Amount	(A - B - E) Budget Balance
BUDGET / Summary as of: 11/30/2021									
0501-0000	<u>Pre-Construction Services</u>	\$ 258,528.00		258,528.00	258,528.00	-	258,528.00	-	\$ -
0502-0001	Construction Budget	\$ 153,418,660.00		\$ 153,418,660.00	\$ -	\$ -	\$ -	\$ -	\$ 153,418,660.00
CSI Code	CSI Description								
	Construction Budget Subtotal	\$ 153,418,660.00	\$ -	\$ 153,418,660.00	\$ -	\$ -	\$ -	\$ -	\$ 153,418,660.00
	Alternates								
0506-0000	<u>Alternates</u>	-		-	-	-	-	-	-
	Alternates Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
0600-0000	<u>Miscellaneous Project Costs</u>								
0601-0000	<u>Utility Company Fees</u>	200,000.00		200,000.00	-	-	-	-	200,000.00
0602-0000	<u>Testing Services</u>	560,000.00		560,000.00	-	-	-	-	560,000.00
0603-0000	<u>Swing Space / Modulars</u>	-		-	-	-	-	-	-
0699-0000	<u>Other Project Costs (Mailing & Moving)</u>	360,000.00		360,000.00	-	-	-	-	360,000.00
0600-0000	Miscellaneous Project Costs Subtotal	\$ 1,120,000.00	\$ -	\$ 1,120,000.00	\$ -	\$ -	\$ -	\$ -	\$ 1,120,000.00
0700-0000	<u>Furnishings and Equipment</u>								
0701-0000	<u>Furnishings</u>	1,251,000.00		1,251,000.00	-	-	-	-	1,251,000.00
0702-0000	<u>Equipment</u>								
0703-0000	<u>Computer Equipment</u>	1,251,000.00		1,251,000.00	-	-	-	-	1,251,000.00
	Furnishings and Equipment Subtotal	\$ 2,502,000.00	\$ -	\$ 2,502,000.00	\$ -	\$ -	\$ -	\$ -	\$ 2,502,000.00
0507-0000	<u>Owner's Construction Contingency</u>	7,670,933.00		7,670,933.00	-	-	-	-	7,670,933.00
0801-0000	<u>Owners' (soft cost) Contingency</u>	3,068,373.00		3,068,373.00	-	-	-	-	3,068,373.00
	Contingency Subtotal	\$ 10,739,306.00	\$ -	\$ 10,739,306.00	\$ -	\$ -	\$ -	\$ -	\$ 10,739,306.00
	Total Project Budget	\$ 189,593,594.00	\$ -	\$ 189,593,594.00	\$ 19,831,431.50	\$ 707,285.63	\$ 18,865,617.87	\$ -	\$ 169,762,162.50

Warrant No. 19

Project: Stoneham High School, Stoneham, Massachusetts
 Prepared by: Joel G. Seeley, AIA

Project No.: 20033
 Date: 12/6/2021

School Building Committee for the Stoneham High School hereby authorizes to draw against funds for the obligations incurred for value received in services and for materials shown below:

<u>Vendor</u>	<u>Invoice No.</u>	<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>ProPay Code</u>	<u>Balance After Invoice</u>
Perkins & Will	0186954	11/23/2021	\$ 690,000.00	0201-0400	\$ 2,543,800.00
SMMA	56043	11/24/2021	\$ 40,000.00	0102-0400	\$ 340,000.00
Consigli Construction Co.	PreCon 2	11/30/2021	\$ 18,466.00	0501-0000	\$ 240,062.00
		Total	\$ 748,466.00		

 Marie Christie

 David Bois

 Nicole Nial

 Raymie Parker

 Kevin Yianacopolus

 Douglas Gove

 Stephen O'Neill

 Josephine Thomson

 Jeanne Craigie

 Lisa Gallagher

 Sharon Iovanni

 Cory Mashburn

 Paul Ryder

 David Pignone

Approved on _____

Perkins&Will

Invoice

November 23, 2021

Project No: 153010.000

Invoice No: 0186954

Dennis Sheehan
Town of Stoneham
Town Hall
35 Central St
Stoneham, MA 02180

Stoneham High School - FS-Closeout

Professional Services: through November 26, 2021

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Feasibility Phase	175,000.00	100.00	175,000.00	175,000.00	0.00
Schematic Design	245,000.00	100.00	245,000.00	245,000.00	0.00
Amendment #1	0.00	0.00	0.00	0.00	0.00
Survey/Wetlands-Nitsch	27,500.00	100.00	27,500.00	27,500.00	0.00
Phase 1 ESA	2,970.00	0.00	0.00	0.00	0.00
Geotechnical Services-Lahlaf	16,417.50	100.00	16,417.50	16,417.50	0.00
Hazardous Materials-UEC	4,950.00	100.00	4,950.00	4,950.00	0.00
Amendment #2	0.00	0.00	0.00	0.00	0.00
Traffic Analysis-Nelson Nygaard	18,150.00	0.00	0.00	0.00	0.00
Amendment #3	0.00	0.00	0.00	0.00	0.00
Hydrant Flow Testing-AE	1,760.00	100.00	1,760.00	1,760.00	0.00
Amendment #4	0.00	0.00	0.00	0.00	0.00
Traffic Analysis-Nelson Nygaard	-18,150.00	0.00	0.00	0.00	0.00
Amendment #5	0.00	0.00	0.00	0.00	0.00
Traffic Analysis-Nelson Nygaard	4,166.14	100.00	4,166.14	4,166.14	0.00
Amendment #6	0.00	0.00	0.00	0.00	0.00
Traffic Analysis - Vanasse	13,970.00	70.6693	9,872.50	9,872.50	0.00
Amendment #7	0.00	0.00	0.00	0.00	0.00
Geotechnical - Lahlaf	23,699.50	100.00	23,699.50	23,699.50	0.00

REMIT PAYMENTS TO Perkins&Will, Inc.
PO Box 71181
Chicago, IL 60694-1181

WIRE/ACH TO BMO Harris Bank
ABA# 071000288, Acct# 3769601
SWIFT HATRUS44

TERMS Net 30 Days

Project	153010.000	Stoneham High School:FS-Closeout			Invoice	0186954
Amendment #8	0.00	0.00	0.00	0.00	0.00	0.00
Geothermal - McPhail	55,000.00	64.7423	35,608.28	35,608.28	0.00	0.00
Amendment #9	0.00	0.00	0.00	0.00	0.00	0.00
Survey - Nitsch	23,760.00	100.00	23,760.00	23,760.00	0.00	0.00
Amendment #10	0.00	0.00	0.00	0.00	0.00	0.00
Walk Through	3,800.00	100.00	3,800.00	3,800.00	0.00	0.00
Amendment #11	0.00	0.00	0.00	0.00	0.00	0.00
Design Documents	3,233,800.00	21.3371	690,000.00	0.00	690,000.00	0.00
Construction Documents	4,921,000.00	0.00	0.00	0.00	0.00	0.00
Bidding	1,124,800.00	0.00	0.00	0.00	0.00	0.00
Construction Administration	3,936,800.00	0.00	0.00	0.00	0.00	0.00
Completion	423,600.00	0.00	0.00	0.00	0.00	0.00
Amendment #12	0.00	0.00	0.00	0.00	0.00	0.00
Hazardous Materials - UEC	34,650.00	0.00	0.00	0.00	0.00	0.00
Amendment #13	0.00	0.00	0.00	0.00	0.00	0.00
Geotechnical - LGLI	55,429.00	0.00	0.00	0.00	0.00	0.00
Amendment #14	0.00	0.00	0.00	0.00	0.00	0.00
Geo-environmental - FS Engineers	13,640.00	0.00	0.00	0.00	0.00	0.00
Amendment #15	0.00	0.00	0.00	0.00	0.00	0.00
Soil Testing - FS Engineers	85,690.00	0.00	0.00	0.00	0.00	0.00
Amendment #16	0.00	0.00	0.00	0.00	0.00	0.00
Test Well - McPhail	122,650.00	0.00	0.00	0.00	0.00	0.00
Amendment #17	0.00	0.00	0.00	0.00	0.00	0.00
Survey Work - Nitsch	44,000.00	0.00	0.00	0.00	0.00	0.00
Amendment #18	0.00	0.00	0.00	0.00	0.00	0.00
Traffic Work - Vanasse	216,700.00	0.00	0.00	0.00	0.00	0.00
Amendment #19	0.00	0.00	0.00	0.00	0.00	0.00
Topographic Survey - Nitsch	8,800.00	0.00	0.00	0.00	0.00	0.00
Total Fee	14,819,552.14		1,261,533.92	571,533.92	690,000.00	

Total Fee 690,000.00

Total this Invoice \$690,000.00

REMIT PAYMENTS TO Perkins&Will, Inc.
 PO Box 71181
 Chicago, IL 60694-1181

WIRE/ACH TO BMO Harris Bank
 ABA# 071000288, Acct# 3769601
 SWIFT HATRUS44

TERMS Net 30 Days

REMIT PAYMENTS TO Perkins&Will, Inc.
PO Box 71181
Chicago, IL 60694-1181

WIRE/ACH TO BMO Harris Bank
ABA# 071000288, Acct# 3769601
SWIFT HATRUS44

TERMS Net 30 Days



Mr. Dennis Sheehan
 Town Administrator
 Town of Stoneham
 35 Central St
 Stoneham, MA 02180

November 24, 2021
 Project No: 20033.00
 Invoice No: 0056043

Project 20033.00 Stoneham High School OPM Services
Professional Services from October 30, 2021 to November 26, 2021

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Feasibility Study	56,000.00	100.00	56,000.00	56,000.00	0.00
Schematic Design	49,000.00	100.00	49,000.00	49,000.00	0.00
Design Development	380,000.00	10.5263	40,000.00	0.00	40,000.00
Construction Documents	640,000.00	0.00	0.00	0.00	0.00
Bidding	180,000.00	0.00	0.00	0.00	0.00
Construction Administration	3,185,100.00	0.00	0.00	0.00	0.00
Closeout	220,000.00	0.00	0.00	0.00	0.00
Total Fee	4,710,100.00		145,000.00	105,000.00	40,000.00
		Total Fee			40,000.00
			Total this Invoice		\$40,000.00

Billings to Date

	Current	Prior	Total
Fee	40,000.00	105,000.00	145,000.00
Expense	0.00	614.08	614.08
Totals	40,000.00	105,614.08	145,614.08

Authorized By: Joel Seeley

TO OWNER: Symmes Maini & McKee Associates
1000 Massachusetts Avenue
Cambridge, MA 02138

PROJECT: Stoneham High School

Invoice: 2
Draw: 2515-02
Application date: 11/30/2021
Period ending date: 11/30/2021

DISTRIBUTE TO:
 OWNER
 ARCHITECT
 CONTRACTOR

FROM CONTRACTOR: Consigli Construction Co., Inc.
72 Sumner Street
Milford, MA 01757

VIA ARCHITECT: Perkins + Will
225 Franklin Street
Boston, MA 02110

PROJECT NO: 2515

CONTRACT DATE:

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown above, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM	\$283,528.00
2. NET CHANGE BY CHANGE ORDERS	\$0.00
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$283,528.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$43,466.00
5. RETAINAGE:	
a. 0.00 % of Completed Work (Column D + E on G703)	\$0.00
b. 0.00 % of Stored Material (Column F on G703)	\$0.00
Total Retainage (Lines 5a+5b or Total in Column I on G703)	\$0.00
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$43,466.00
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 From Prior CERTIFICATE)	\$25,000.00
8. CURRENT PAYMENT DUE (Line 6 Less Line 7)	\$18,466.00
9. BALANCE TO FINISH INCLUDING RETAINAGE (Line 3 Less Line 6)	\$240,062.00

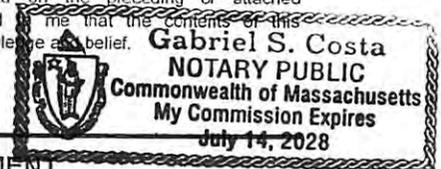
CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month		
TOTALS		
NET CHANGES by Change Order		

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Consigli Construction Co., Inc.
By: *[Signature]* Date: 12/12/21
State of: Ma County of: Worcester
On this the 2nd day of December before me,

proved to me through satisfactory evidence of identity, which was/were *Personal Knowledge*
to be the person(s) whose name(s) was/were signed on the preceding or attached document in my presence, and who swore or affirmed to me that the contents of this document are truthful and accurate to the best of his/her knowledge and belief.

Notary Public: *[Signature]*
My Commission expires: July 14, 2028



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED:\$ 18,466.00

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT: Brooke Trivas, Principal for Perkins&Will
12.3.2021

By: *Brooke Trivas* Date: _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CONTINUATION SHEET

AIA DOCUMENT G703

Detail Page 2 of 2 Pages

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached.

Project:
2515-00 / Stoneham High School

Invoice: **2**
Draw: **2515-02**
Application date: **11/30/2021**
Period ending date: **11/30/2021**

In tabulations below, amounts are stated to the nearest dollar.
Use Column I on contracts where variable retainage for items may apply.

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)		
22-000	Stoneham High School								
22-005	Schematic Design Phase	25,000.00	25,000.00			25,000.00	100.00		
22-010	Post Schematic Design	258,528.00		18,466.00		18,466.00	7.14	240,062.00	
GRAND TOTALS		283,528.00	25,000.00	18,466.00		43,466.00	15.33	240,062.00	

Users may obtain validation of this document by requesting a completed AIA Document D401 - Certification of Document's Authenticity from the Licensee

New Stoneham High School
Project Schedule
Design Development

ID	Task Name	Duration	Start	Finish
1	MSBA PREREQUISITES	158 days	3/22/2019	10/30/2019
4	RETAIN OPM	33 days	1/22/2020	3/9/2020
10	RETAIN DESIGNER	95 days	2/12/2020	6/23/2020
20	FEASIBILITY STUDY (FS)	156 days	7/8/2020	2/11/2021
63	CONSTRUCTION MANAGER (CM)	99 days	10/13/2020	2/26/2021
74	SCHEMATIC DESIGN (SD)	198 days	1/4/2021	10/6/2021
117	LOCAL APPROPRIATION	50 days	10/4/2021	12/10/2021
122	PHOTOVOLTAIC VENDOR	214 days	6/15/2021	4/8/2022
129	DESIGN DEVELOPMENT	125 days	11/8/2021	4/29/2022
130	SBC Approve DD-CA Agreements	0 days	11/8/2021	11/8/2021
131	LEED-S Registration	16 days	11/8/2021	11/29/2021
132	Prepare DD Pricing Set	81 days	11/8/2021	2/28/2022
133	Geothermal Conductivity Test Prep	0 days	12/6/2021	12/6/2021
134	Survey Off-Site	12 days	12/6/2021	12/21/2021
135	Geothermal Conductivity Test	4 days	12/13/2021	12/16/2021
136	DD Programming Meetings	28 days	12/15/2021	1/21/2022
137	Geotechnical Test Pits	2 days	12/20/2021	12/21/2021
138	Survey On-Site	24 days	12/21/2021	1/21/2022
139	Geotechnical Borings	5 days	12/22/2021	12/28/2021
140	Hazardous Materials Investigation	4 days	12/27/2021	12/30/2021
141	Hazardous Materials Investigation	4 days	2/22/2022	2/25/2022
142	Issue Complete DD Pricing Set	0 days	2/28/2022	2/28/2022
143	OPM and Cx Review	10 days	2/28/2022	3/11/2022
144	Estimates Due from PM&C and Consigli	0 days	3/18/2022	3/18/2022
145	Estimate Reconciliation Meeting	0 days	3/22/2022	3/22/2022
146	Revised Reconciled Estimates Due	0 days	3/24/2022	3/24/2022
147	Present CM Cost Estimate and Value Engineering List to SSBC	0 days	3/28/2022	3/28/2022
148	Present Final Value Engineering to SSBC	0 days	4/4/2022	4/4/2022
149	SSBC Vote to Approve Design Development Submission	0 days	4/4/2022	4/4/2022
150	Design Development Submission to MSBA	0 days	4/8/2022	4/8/2022
151	MSBA Comments	15 days	4/11/2022	4/29/2022
152	SITE PERMITTING	167 days	11/8/2021	6/28/2022
177	BUILDING PERMITTING	143 days	5/18/2022	12/2/2022
182	CONSTRUCTION DOCUMENTS	176 days	3/18/2022	11/18/2022
203	PROCUREMENT	235 days	2/15/2022	1/9/2023
236	EARLY PACKAGES PROCUREMENT	54 days	5/18/2022	8/1/2022
245	CONSTRUCTION	763 days	6/28/2022	5/30/2025

New Stoneham High School
Project Schedule
Permitting

ID	Task Name	Duration	Start	Finish
1	MSBA PREREQUISITES	158 days	3/22/2019	10/30/2019
4	RETAIN OPM	33 days	1/22/2020	3/9/2020
10	RETAIN DESIGNER	95 days	2/12/2020	6/23/2020
20	FEASIBILITY STUDY (FS)	156 days	7/8/2020	2/11/2021
63	CONSTRUCTION MANAGER (CM)	99 days	10/13/2020	2/26/2021
74	SCHEMATIC DESIGN (SD)	198 days	1/4/2021	10/6/2021
117	LOCAL APPROPRIATION	50 days	10/4/2021	12/10/2021
122	PHOTOVOLTAIC VENDOR	214 days	6/15/2021	4/8/2022
129	DESIGN DEVELOPMENT	109 days	11/8/2021	4/8/2022
142	SITE PERMITTING	167 days	11/8/2021	6/28/2022
143	Stoneham Conservation Commission - ANRAD (Not Required - Delineation reviewed with NOI)	42 days	11/8/2021	1/4/2022
150	Stoneham Conservation Commission - NOI	167 days	11/8/2021	6/28/2022
151	Prepare Application Documents	123 days	11/8/2021	4/27/2022
152	File Application	0 days	4/27/2022	4/27/2022
153	Hearing No. 1	0 days	5/2/2022	5/2/2022
154	Hearing No. 2	0 days	5/23/2022	5/23/2022
155	Conservation Commission Issue Order of Conditions	15 days	5/24/2022	6/13/2022
156	File at Registry	1 day	6/14/2022	6/14/2022
157	Appeal Period	10 days	6/15/2022	6/28/2022
158	Stoneham Select Board	159 days	11/8/2021	6/16/2022
159	Prepare Application Documents	110 days	11/8/2021	4/8/2022
160	File Application	0 days	4/8/2022	4/8/2022
161	Interdepartmental Review	13 days	4/9/2022	4/26/2022
162	Meeting No. 1	1 day	4/27/2022	4/27/2022
163	Meeting No. 2	0 days	5/11/2022	5/11/2022
164	Select Board Issues Site Plan Approval	15 days	5/12/2022	6/1/2022
165	File at Registry	1 day	6/2/2022	6/2/2022
166	Appeal Period	10 days	6/3/2022	6/16/2022
167	BUILDING PERMITTING	143 days	5/18/2022	12/2/2022
172	CONSTRUCTION DOCUMENTS	2000 days	3/18/2015	11/18/2022
193	PROCUREMENT	235 days	2/15/2022	1/9/2023
226	EARLY PACKAGES PROCUREMENT	54 days	5/18/2022	8/1/2022
235	CONSTRUCTION	763 days	6/28/2022	5/30/2025

STONEHAM HIGH SCHOOL

Building Committee Meeting



12.06.2021

AGENDA

1\ Homework Assignment

2\ South Area & Pre-K Update

3\ North Area Update

4\ Collaboration Space Update



Perkins&Will

SMMA

Project Management



CONSIGLI
Est. 1905

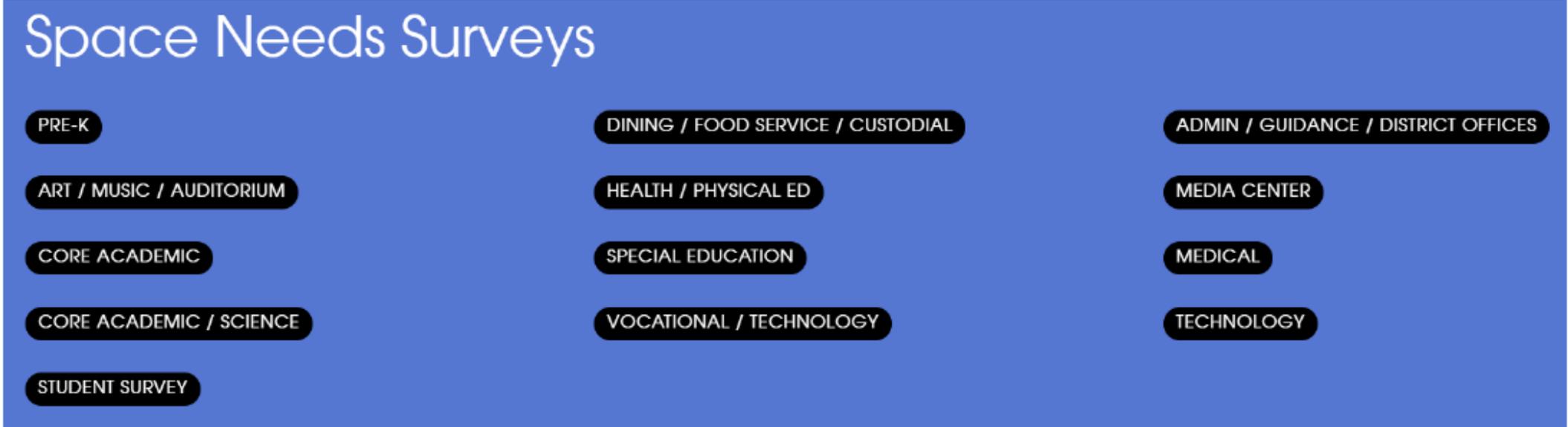
Homework Assignment

Building Committee Meeting

HOMEWORK ASSIGNMENT

Step 3:

Back under the Programming Tab, **CLICK ON** your department's link under the Space Needs Surveys section.



The screenshot shows a blue background with the title "Space Needs Surveys" in white. Below the title are several black buttons with white text, arranged in three columns. The buttons represent different departments or areas of the school.

Column 1	Column 2	Column 3
PRE-K	DINING / FOOD SERVICE / CUSTODIAL	ADMIN / GUIDANCE / DISTRICT OFFICES
ART / MUSIC / AUDITORIUM	HEALTH / PHYSICAL ED	MEDIA CENTER
CORE ACADEMIC	SPECIAL EDUCATION	MEDICAL
CORE ACADEMIC / SCIENCE	VOCATIONAL / TECHNOLOGY	TECHNOLOGY
STUDENT SURVEY		

Step 4:

NAVIGATE to the Follow-up Questions tab in the excel spreadsheet.

Design Development **SIMPLIFICATION**

Design, Constructability, Cost



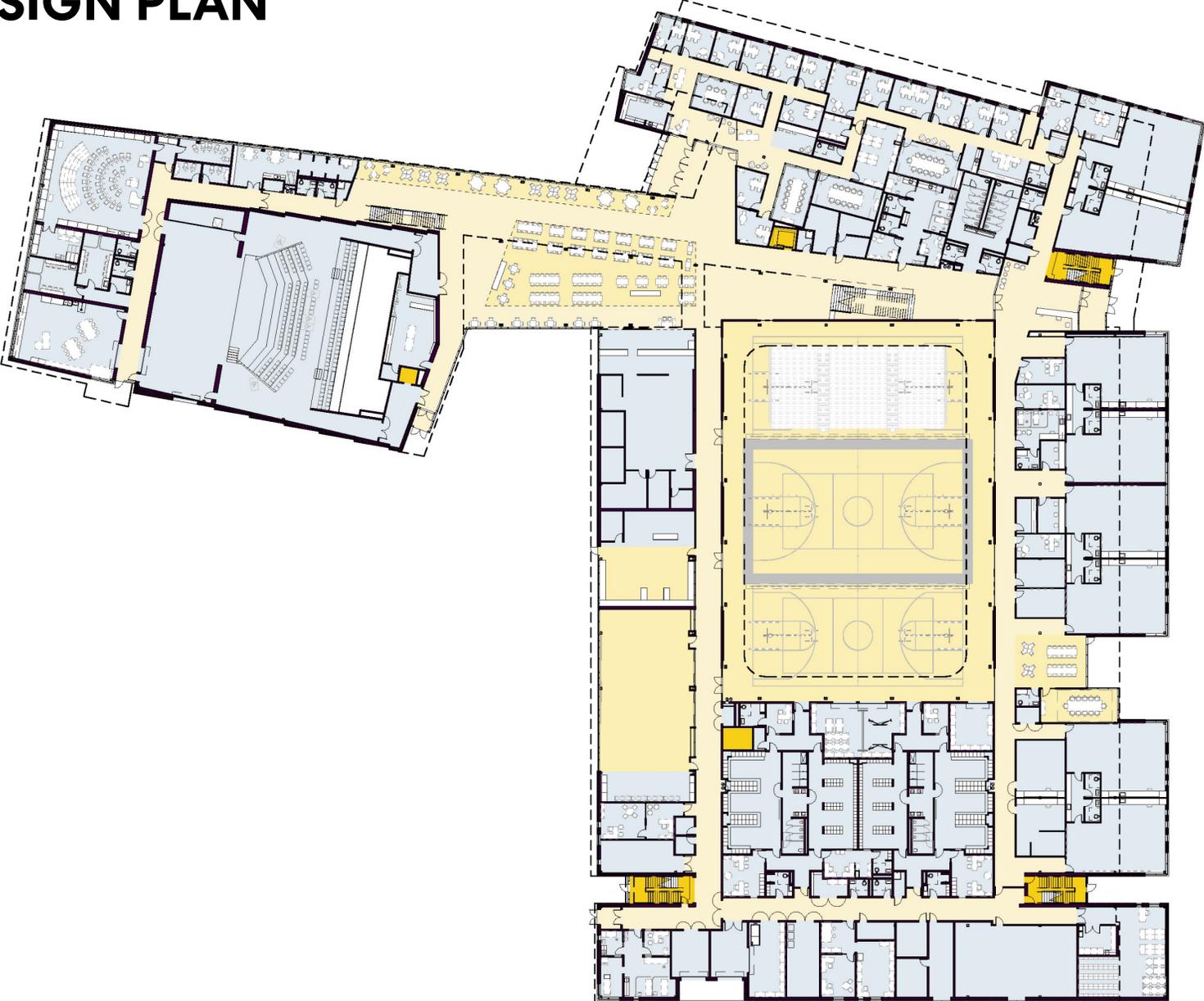
12.06.2021

Level 01 Plan Overview

Building Committee Meeting

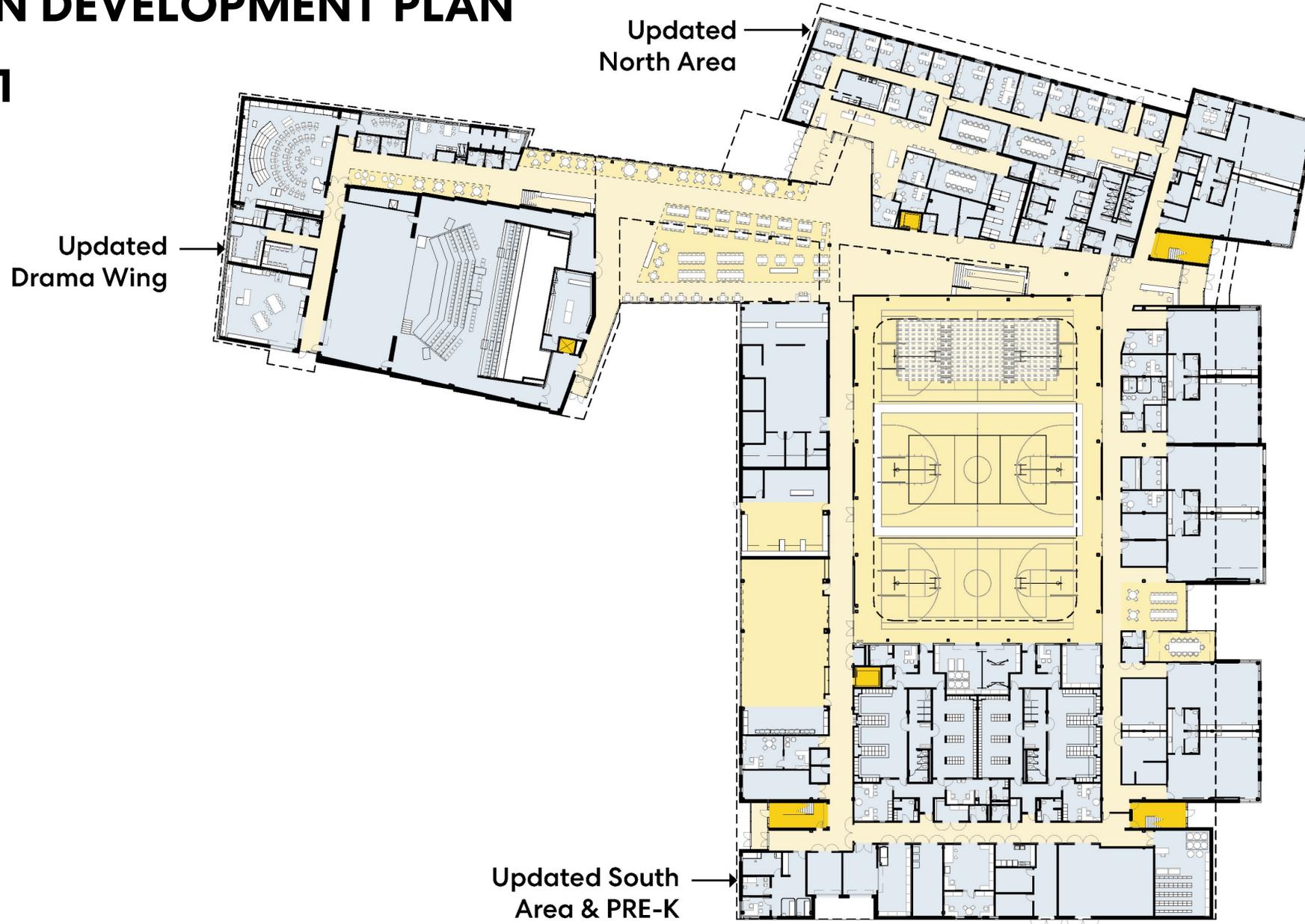
SCHEMATIC DESIGN PLAN

LEVEL 1



DESIGN DEVELOPMENT PLAN

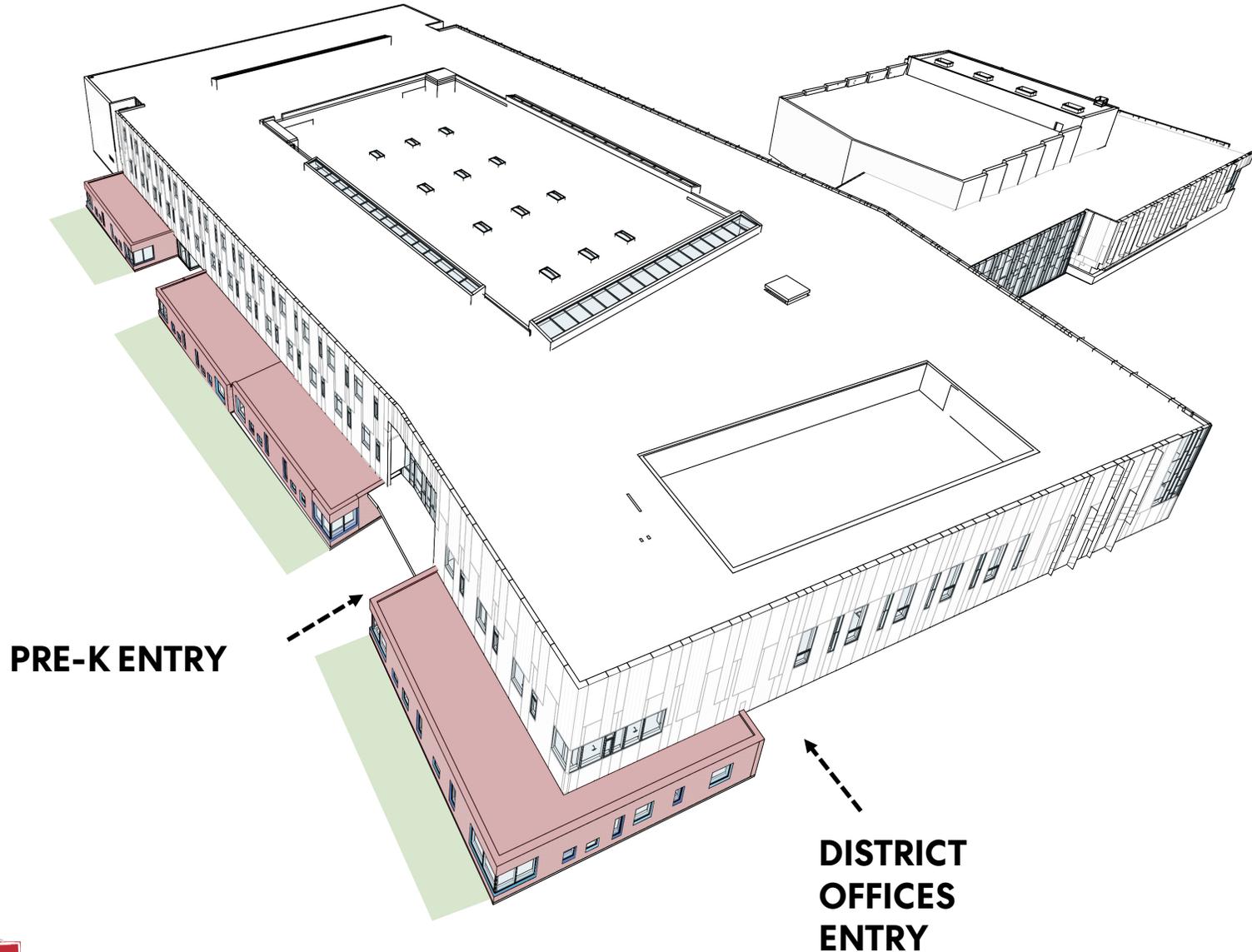
LEVEL 1



South Area & Pre-K Update

Building Committee Meeting

PRE-K MASSING SCALE



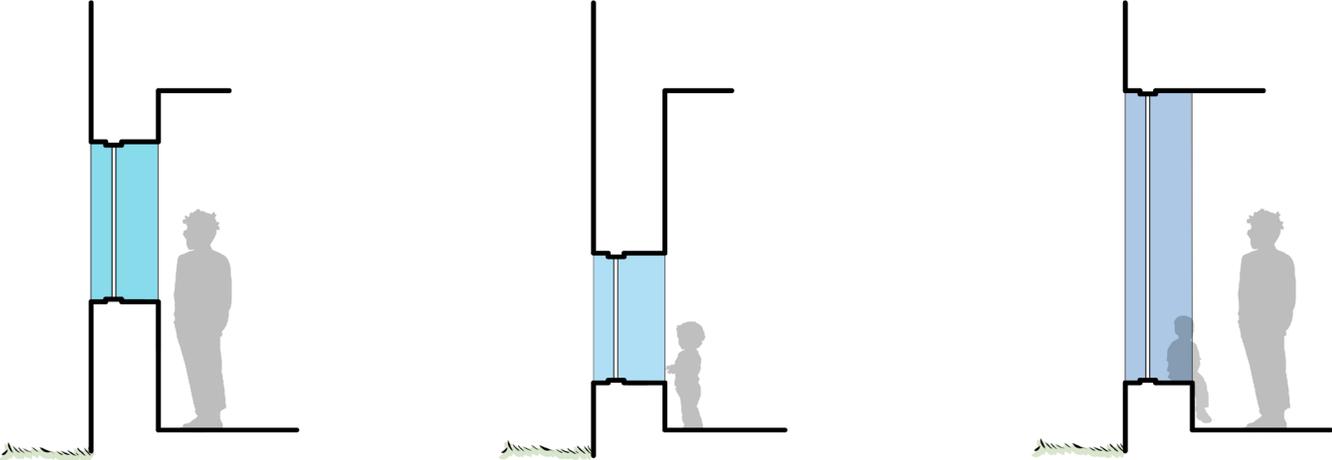
PRE-K ENTRY

**DISTRICT
OFFICES
ENTRY**

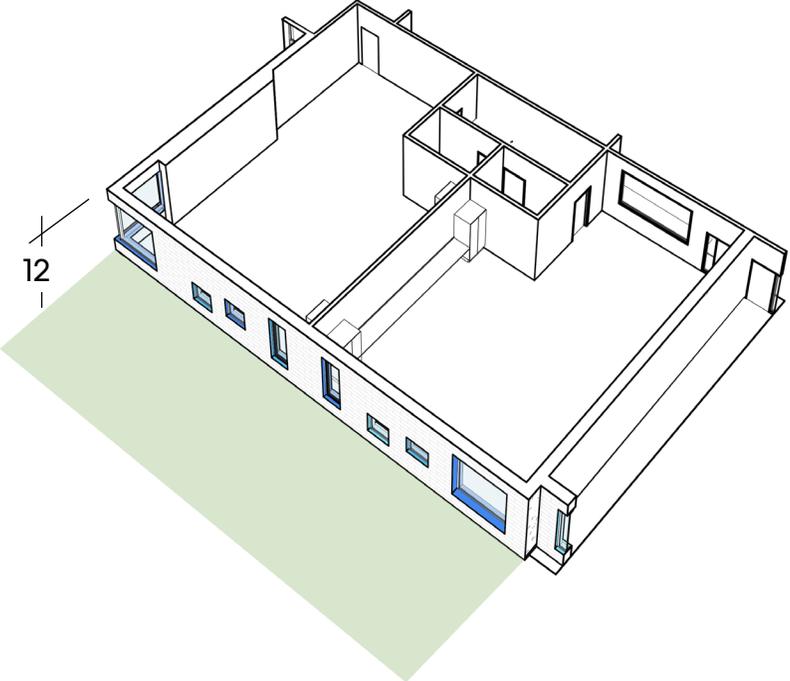


PRE-K SCALE STUDIES

SECTION AT WINDOWS



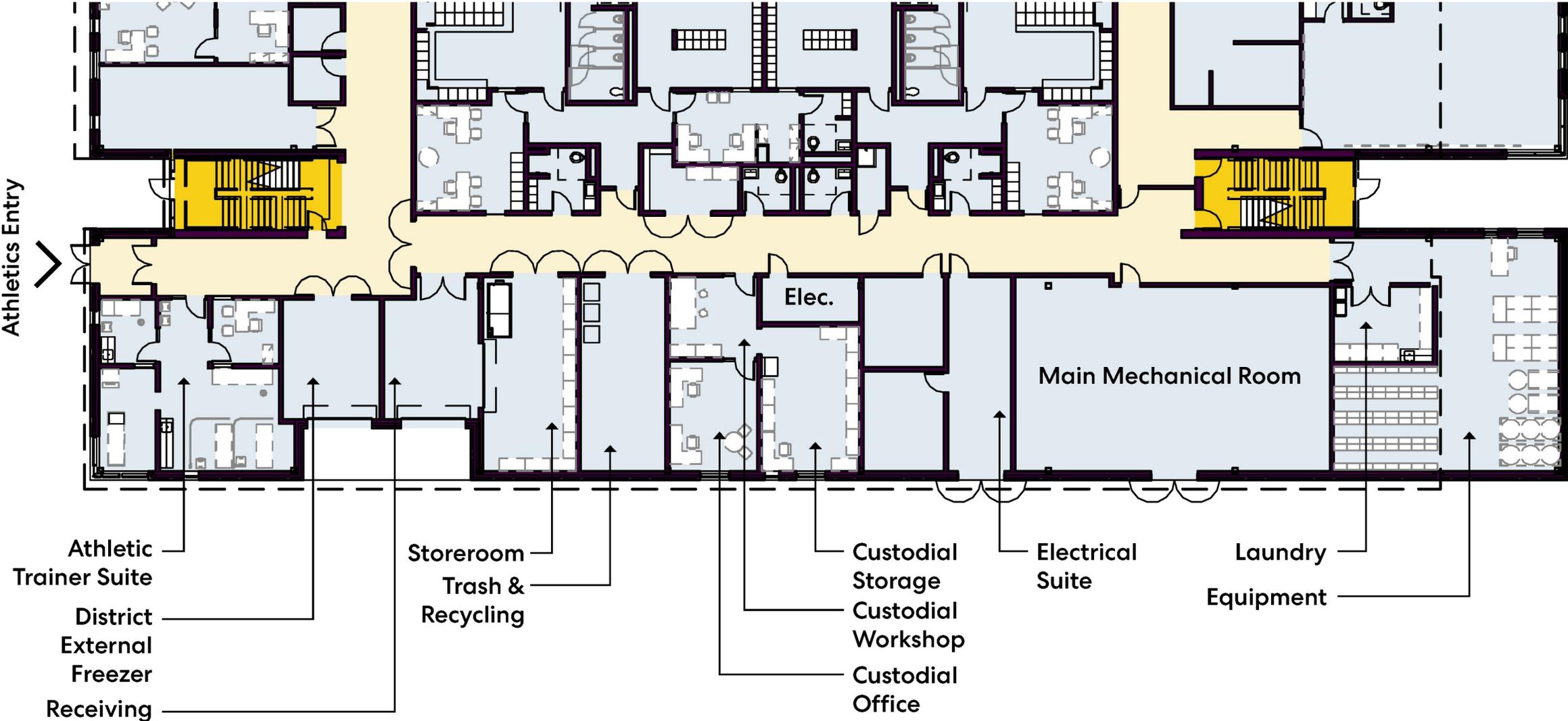
PRE-K HOUSE (2 CLASSROOMS)



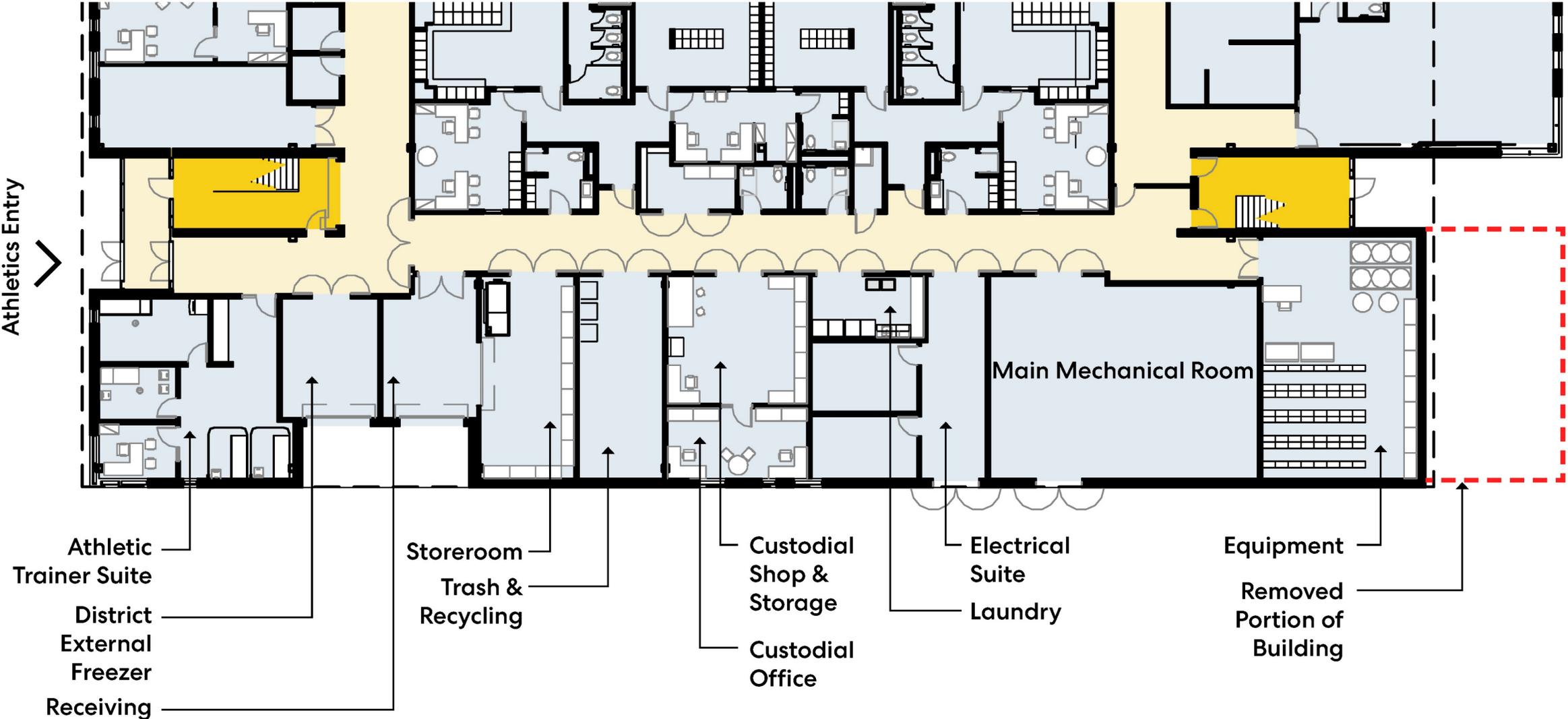
Exterior View / Pre-K Entry



SOUTH AREA SCHEMATIC DESIGN PLAN

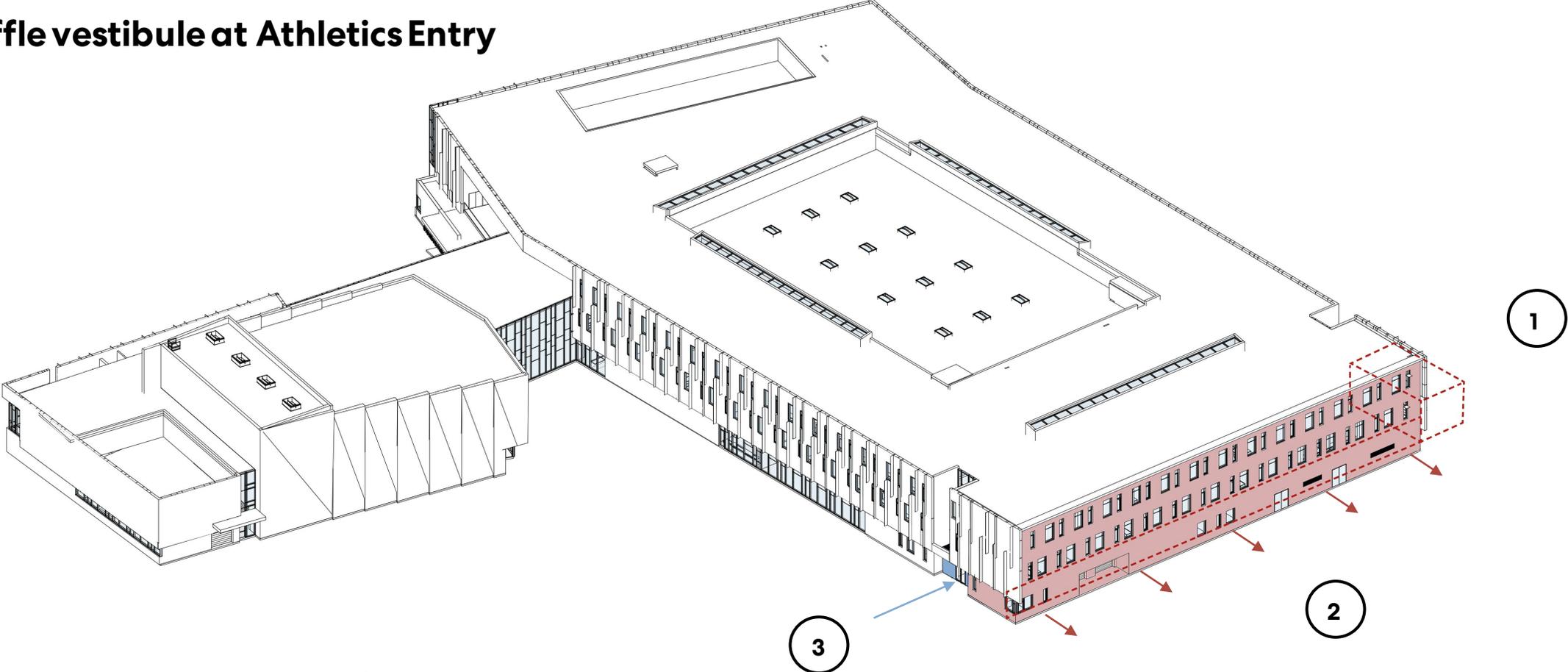


SOUTH AREA DESIGN DEVELOPMENT PLAN



SOUTH FAÇADE

- 1. Remove southeast portion of equipment room / single story area
- 2. Shift Level 1 floor south to align with upper floors
- 3. Reshuffle vestibule at Athletics Entry



Exterior View / South Facade



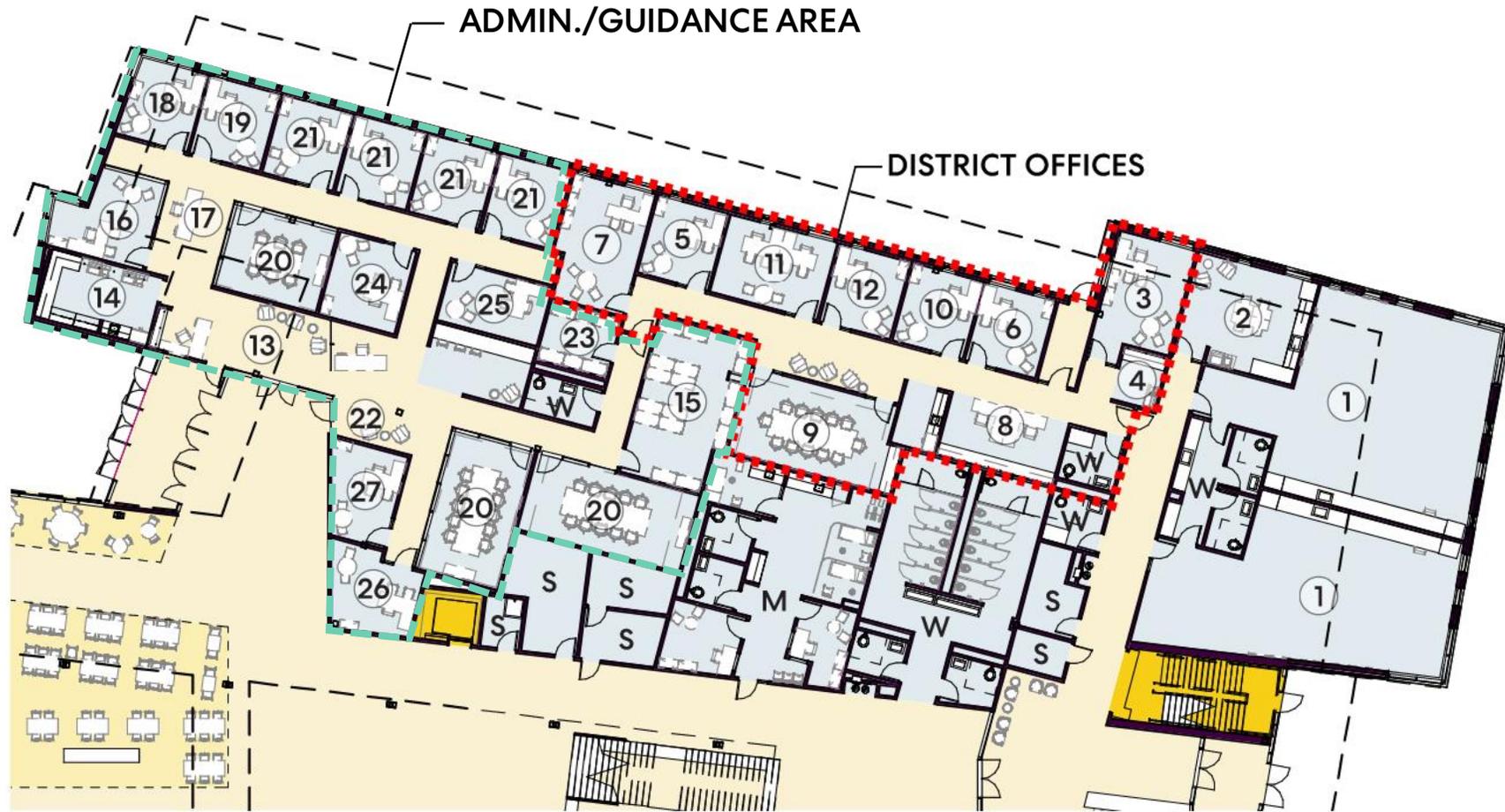
Perkins&Will

North Area Update

Admin. / Guidance / District Offices

Building Committee Meeting

North Area Schematic Design Plan



NORTH AREA LEVEL 01

PRE-K

1. PRE-K CLASSROOM
2. TEACHER WORK ROOM / COLLABORATION

DISTRICT OFFICES

3. SUPERINTENDENT OFFICE
4. SECRETARY WITH COPY AREA
5. TECH DIRECTOR
6. HUMAN RESOURCES
7. ASSISTANT SUPERINTENDENT
8. SPED SECRETARY
9. CONFERENCE ROOM
10. NETWORK DIRECTOR
11. DATA SYSTEMS MANAGER & DATA SUPPORT
12. NETWORK SUPPORT

ADMINISTRATION & GUIDANCE

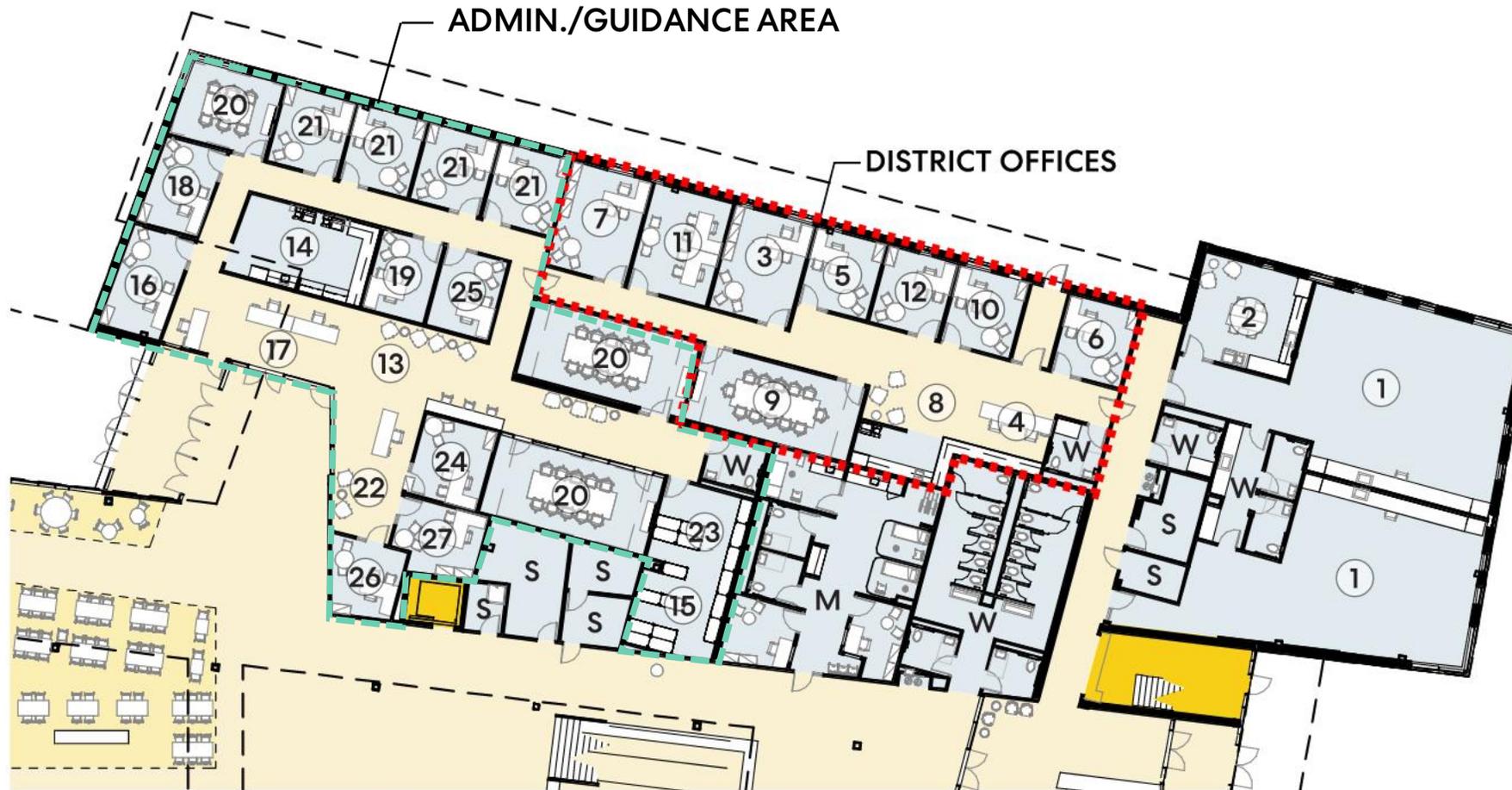
13. GENERAL OFFICE / WAITING ROOM
14. TEACHER'S MAIL AND TIME ROOM
15. RECORDS ROOM
16. PRINCIPAL'S OFFICE
17. PRINCIPAL'S SECRETARY / WAITING
18. ASSISTANT PRINCIPAL'S OFFICE
19. SUPERVISORY/SPARE OFFICE
20. CONFERENCE ROOM
21. GUIDANCE OFFICE
22. GUIDANCE WAITING ROOM
23. GUIDANCE STOREROOM
24. SCHOOL ADJUSTMENT COUNSELOR
25. SCHOOL PSYCH.
26. SPED OFFICE
27. SPED TRANSITION COORDINATOR OFFICE
- M. MEDICAL SUITE

SUPPORT

- W WATER CLOSET
- S SUPPORT

North Area Design Development Plan

NORTH AREA LEVEL 01



PRE-K

1. PRE-K CLASSROOM
2. TEACHER WORK ROOM / COLLABORATION

DISTRICT OFFICES

3. SUPERINTENDENT OFFICE
4. SECRETARY WITH COPY AREA
5. TECH DIRECTOR
6. HUMAN RESOURCES
7. ASSISTANT SUPERINTENDENT
8. SPED SECRETARY
9. CONFERENCE ROOM
10. NETWORK DIRECTOR
11. DATA SYSTEMS MANAGER & DATA SUPPORT
12. NETWORK SUPPORT

ADMINISTRATION & GUIDANCE

13. GENERAL OFFICE / WAITING ROOM
14. TEACHER'S MAIL AND TIME ROOM
15. RECORDS ROOM
16. PRINCIPAL'S OFFICE
17. PRINCIPAL'S SECRETARY / WAITING
18. ASSISTANT PRINCIPAL'S OFFICE
19. SUPERVISORY/SPARE OFFICE
20. CONFERENCE ROOM
21. GUIDANCE OFFICE
22. GUIDANCE WAITING ROOM
23. GUIDANCE STOREROOM
24. SCHOOL ADJUSTMENT COUNSELOR
25. SCHOOL PSYCH.
26. SPED OFFICE
27. SPED TRANSITION COORDINATOR OFFICE
- M. MEDICAL SUITE

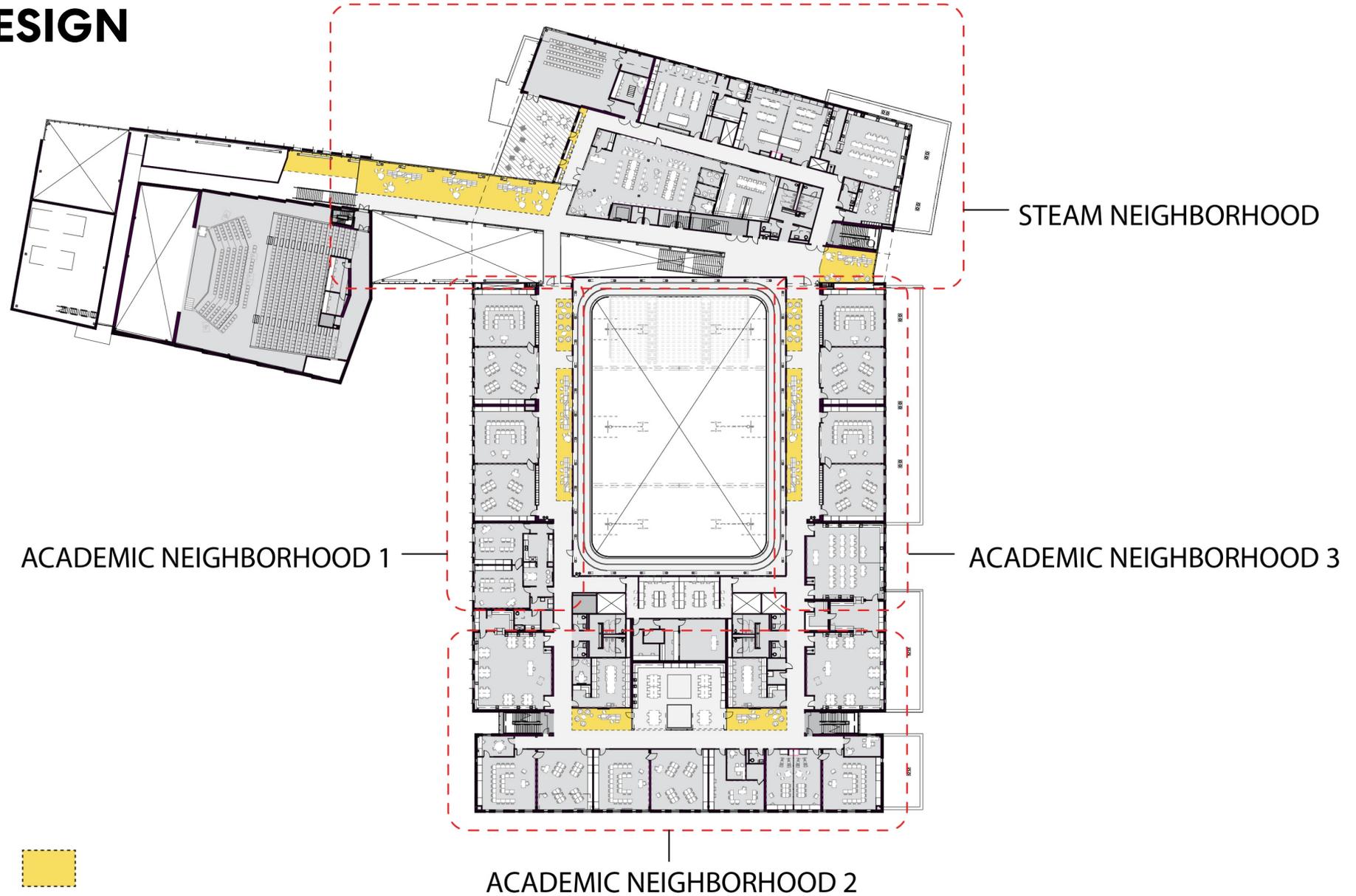
SUPPORT

- W WATER CLOSET
- S SUPPORT

Collaboration Space Update

Building Committee Meeting

COLLABORATION SPACES SCHEMATIC DESIGN



COLLABORATION SPACES DESIGN DEVELOPMENT

DRAMA WING

STEAM NEIGHBORHOOD

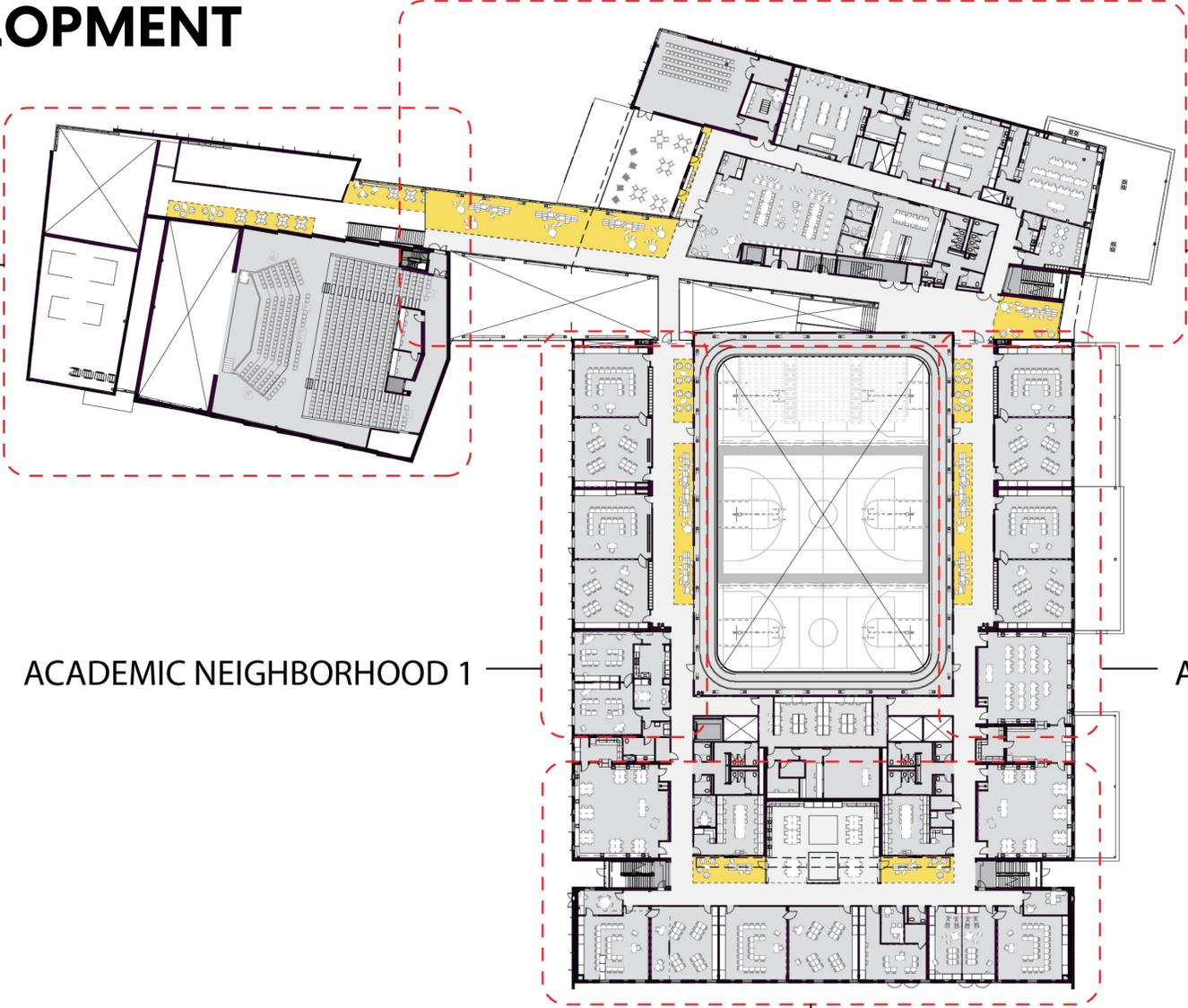
ACADEMIC NEIGHBORHOOD 1

ACADEMIC NEIGHBORHOOD 3

COLLABORATION SPACE

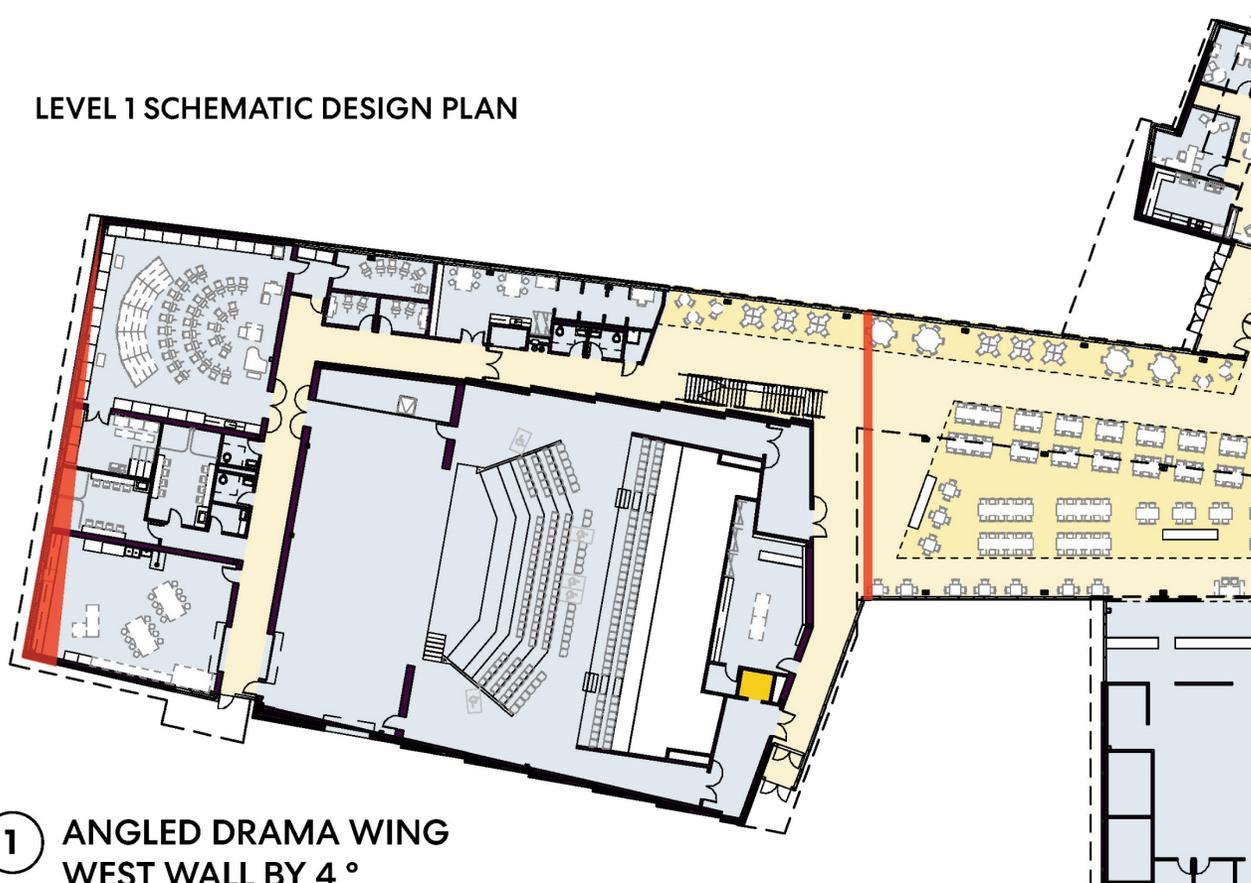


ACADEMIC NEIGHBORHOOD 2



WHERE THE NEW COLLABORATION SPACE SQUARE FOOTAGE CAME FROM

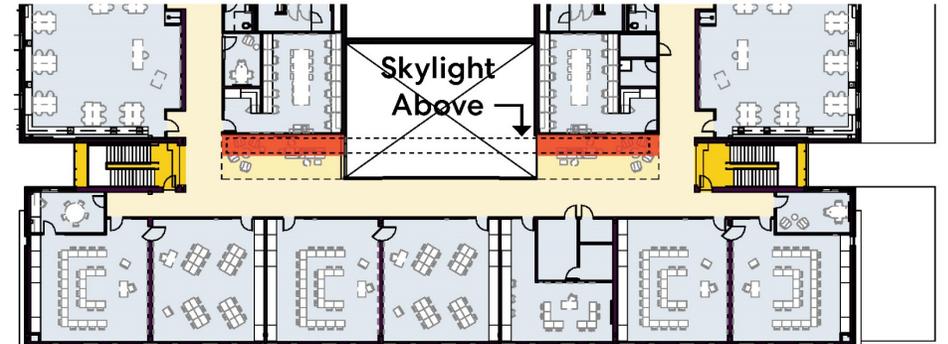
LEVEL 1 SCHEMATIC DESIGN PLAN



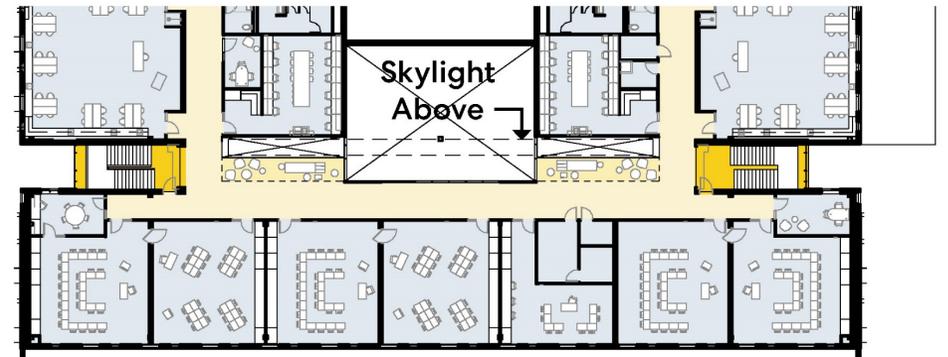
1 ANGLED DRAMA WING WEST WALL BY 4 °

2 TOOK 2 FT OF CIRCULATION SPACE FROM SPARTAN PLACE

LEVEL 3 SCHEMATIC DESIGN PLAN

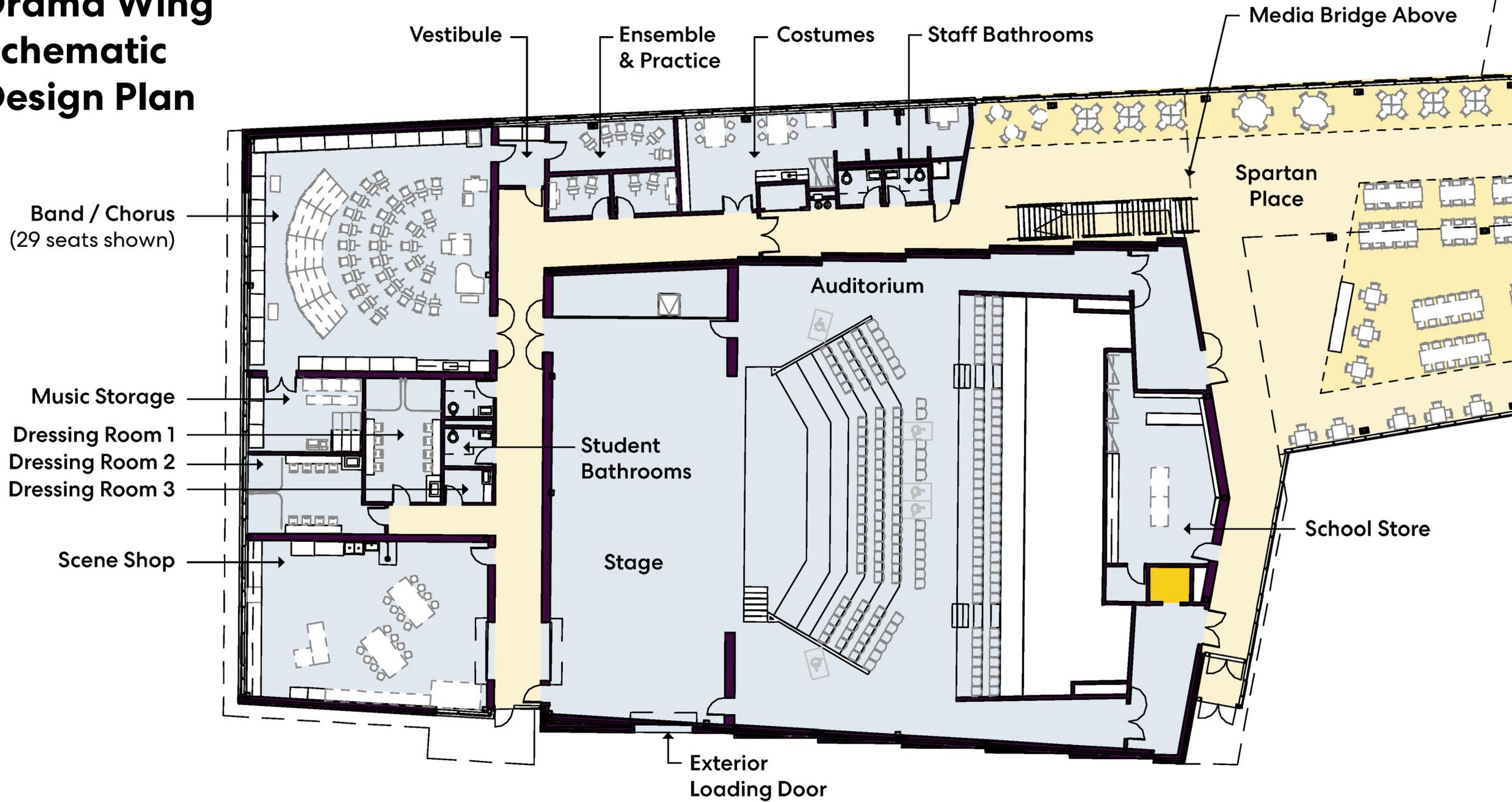


LEVEL 3 DESIGN DEVELOPMENT PLAN

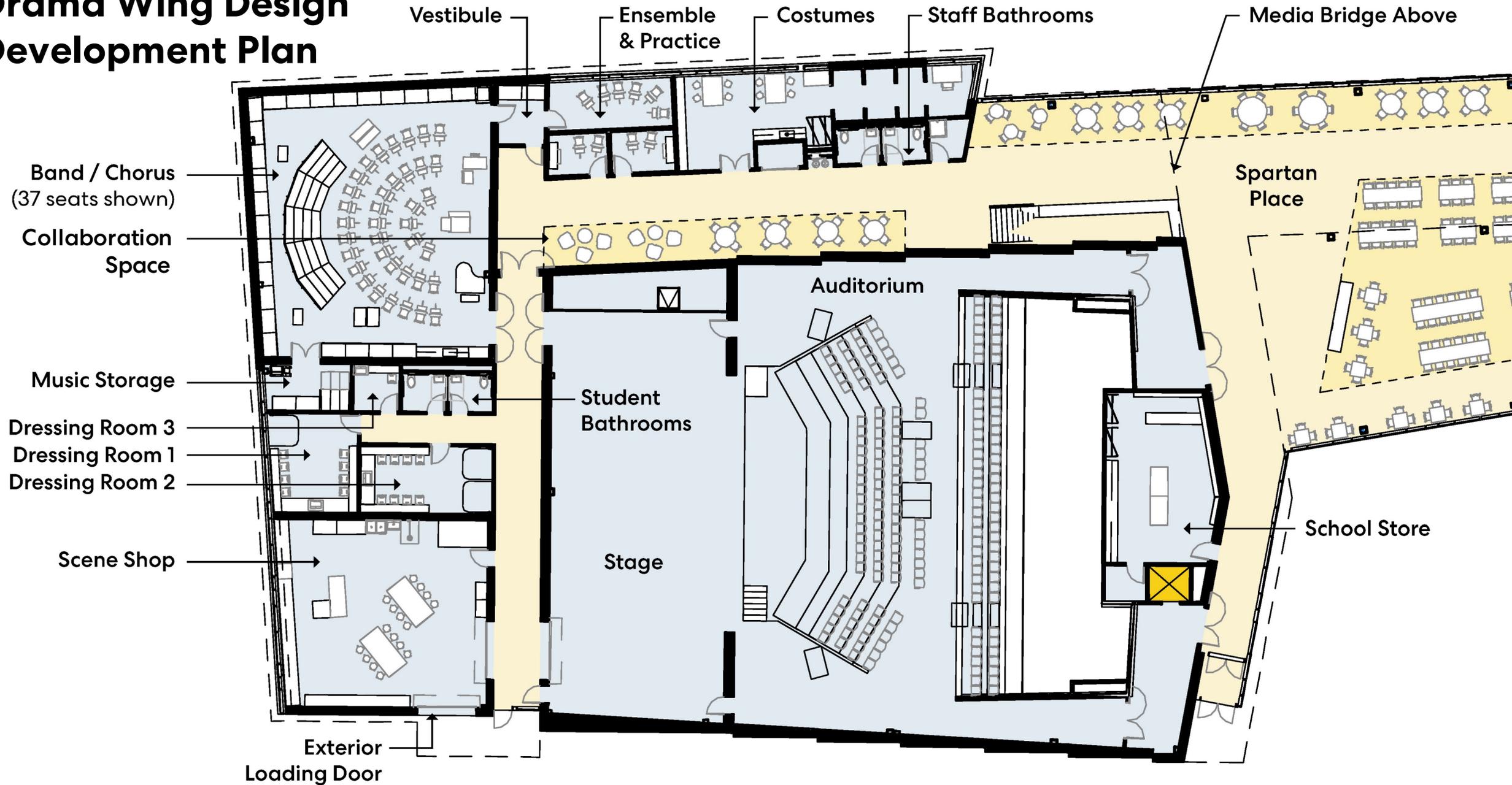


3 CREATED DOUBLE HEIGHT SPACE AT LEVEL 3 SOUTH COLLABORATION SPACE TO DRIVE LIGHT DEEPER INTO THE BUILDING FROM SOUTHERN SKYLIGHT

Drama Wing Schematic Design Plan



Drama Wing Design Development Plan



EXTERIOR VIEW OF DRAMA WING





THANK YOU!

Project Minutes

Project: New Stoneham High School
 Prepared by: Joel Seeley
 Re: Green Building Initiatives Meeting
 Location: Remote Locations
 Distribution: Attendees (MF)

Project No.: 20033
 Meeting Date: 11/22/2021
 Time: 10:00am
 Meeting No: 16

Attendees:

PRESENT	NAME	AFFILIATION
	Marie Christie	Co-Chair, School Building Committee
	David Bois	Co-Chair, School Building Committee
	Raymie Parker	Chair, Select Board
✓	Dennis Sheehan	Town Administrator
	April Lanni	Town Procurement Officer / MCPPO Certified
	John Macero	Superintendent of Schools
✓	Brian McNeil	Facilities Director
✓	Erin Wortman	Director, Planning and Community Development
✓	Susan McPhee	Energy Conservation Coordinator
	David Mauer	School Committee
	Vamshi Gooje	Thornton Tomasetti
	Xiaoshu Du	Thornton Tomasetti
	Brooke Trivas	Perkins and Will
✓	Patrick Cunningham	Perkins and Will
✓	Stephen Messinger	Perkins and Will
✓	Ryan Flynn	BALA
✓	Jonathan Patch	McPhail
✓	Steve Burke	Consigli
✓	Tom Michelman	SEA
✓	Robert Smith	SMMA
✓	Joel Seeley	SMMA

Item #	Action	Discussion
16.1	A. Lanni D. Sheehan E. Wortman P. Cunningham S. Burke	Photovoltaic (PV) System 1. E. Wortman indicated the META grant for \$15,000 was approved. 2. T. Michelman reviewed SEA's Scope Understanding, attached.

Item #	Action	Discussion
	J. Seeley	<ul style="list-style-type: none">3. T. Michelman described the RFP process and timeline to retain the PV Vendor. Tentative milestones are to issue the RFP by the end of December, with Bids due end of February and Award by mid-March 2022.4. T. Michelman described the RFP scope.<ul style="list-style-type: none">a. Battery storage will not be a requirement, but will be an option to give the bidders flexibility to offer the lowest rate. If the Town selects a vendor without a battery, a second RFP will need to be issued for battery provision.b. “Behind the meter” interconnection will not be a requirement, but will be an option to give the bidders flexibility to offer the lowest rate. The Town will need to decide which interconnection direction at the time of award.c. T. Michelman provided a draft RFP to the Town for review. <i>A.Lanni to send the draft RFP to subcommittee members for review.</i>d. D. Sheehan to send sample Terms and Conditions used on the Middle School and Ice Arena PV Projects to T. Michelman.e. D. Sheehan asked if the interconnection direction is “in front of the meter”, will the Town be able obtain credits in the summer months when school demand is low? <i>T. Michelman indicated yes, if peak production coincides with Eversource peak demand.</i>f. E. Wortman asked since Stoneham subscribes to Community Solar, will “in front of the meter” impact the credits. <i>T. Michelman requested a copy of the community solar agreement to review. E. Wortman will provide T. Michelman a copy to review.</i>g. E. Wortman asked how will the PV bids work if the overall project design will still be in development, after the PV bids are due? <i>T. Michelman indicated the RFP will make it clear that the project design is in progress but no significant changes are anticipated, that the PV Vendor will be required to provide input to the design team and work collaboratively throughout the design phase.</i>h. S. Burke, P. Cunningham and J. Seeley to review the Schematic Design cost estimate to confirm what PV related scope was included, such as underground conduits connecting PV carports, solar switchboard, battery, solar transformer, PV panels etc.

Item #	Action	Discussion
		<ol style="list-style-type: none"> 5. T. Michelman reviewed the documents listed on the Data Request Form, attached. The Schematic Design Energy model will be sufficient for the RFP. <i>P. Cunningham to send the documents listed on the Data Request Form to T. Michelman.</i> 6. D. Sheehan to confirm which Town entity, School Committee or Select Board, is to sign the PV Agreement and Lease. 7. D. Sheehan will confirm with Town Counsel on the whether the School Committee or Select Board will sign the Letter of Support with the PV Vendor for the SMART Program. <i>(from prior meeting)</i>
16.2	V. Gooje P. Cunningham	<p>Energy Model <i>(from prior meeting)</i></p> <ol style="list-style-type: none"> 1. Areas to review during Design Development phase to reduce the EUI: 1) Plug Load Management, and 2) Fan Power. 2. S. McPhee suggested other means to reduce the LPD: 1) provide task light for the teacher's desk – <i>P. Cunningham will review with FFE</i>, 2) provide shades starting 18 inches down from the top of the window - <i>P. Cunningham will review</i>
16.3	R. Flynn	<p>Full Load Electrical Capacity at Franklin Street <i>(from prior meeting)</i></p> <p>R. Flynn indicated the Load Letter has been sent to Eversource and BALA is waiting to hear back.</p>
16.4	J. Patch J. Seeley S. Burke	<p>Geothermal Wells</p> <ol style="list-style-type: none"> 1. J. Patch described the geothermal test well conductivity test procedure and will provide the date, approximately early January, that McPhail will perform the test. 2. J. Seeley to forward to B. McNeil location plan of test well performed in June 2021. 3. S. Burke to provide direction on what Well Program was carried in the Schematic Design cost estimate.
16.5	Record	Next Green Building Initiatives Meeting: Monday, 12/6/2021 at 10:00am, remote.

Attachments: SEA's Scope Understanding, SEA Data Request Form

The information herein reflects the understanding reached. Please contact the author if you have any questions or are not in agreement with these Project Minutes

RE: Stoneham High School Energy Meeting

Tom Michelman <tmichelman@seadvantage.com>

Mon 11/22/2021 11:24 AM

To: Sheehan, Dennis <DSheehan@stoneham-ma.gov>; Seeley, Joel <jseeley@smma.com>; Trivas, Brooke <Brooke.Trivas@perkinswill.com>; Cunningham, Patrick <Patrick.Cunningham@perkinswill.com>; Wortman, Erin <EWortman@stoneham-ma.gov>; Brian McNeil <bmcneil@stonehamschools.org>; 'sgmcphee@me.com' <sgmcphee@me.com>; John Macero <jmacero@stonehamschools.org>; Parker, Raymie <rparker@stoneham-ma.gov>; Bryan Lombardi <blombardi@stonehamschools.org>; David Bois <bois@arrowstreet.com>; Marie Christie <mariechristie@comcast.net>; Smith, Robert <rsmith@smma.com>; maurer_energy@yahoo.com <maurer_energy@yahoo.com>; Gooje, Vamshi <VGooje@ThorntonTomasetti.com>; Du, Xiaoshu <XDU@ThorntonTomasetti.com>; Burke, Steven <sburke@consigli.com>

Cc: Cullinane, Kimberly J <kim.cullinane@eversource.com>; J. Ryan Flynn <jrf@bala.com>; Jonathan Patch <jpatch@mcphailgeo.com>; Stephen Messinger <Stephen.Messinger@perkinswill.com>

To all,

Great meeting you all on the call this morning. Here is the write-up of SEA's broad understanding of our scope / domain of work

To lead an RFP and successfully have Stoneham enter into an agreement for a third-party owned, solar project that will provide enough energy for the new Stoneham HS to be a net zero school for 20 years

- **Third-party owned** – Not owned by Stoneham. And in all likelihood neither operated nor maintained by Stoneham.
- **Solar** – only renewable generating technology that is workable at the campus. Not enough wind, not enough scale for anaerobic digestion, and ground-source heat pumps are an energy efficiency measure, not a generating technology. The project in all likelihood will
 - include battery storage, but we don't plan on making it a requirement.
 - Be behind the Eversource electric campus revenue meter, that is behind-the-meter in industry parlance but doesn't have to be depending on Stoneham's interpretation of a net zero school.
- **Net zero** – tentatively means to me annual zero net energy annual consumption (which implies more or less on an energy consumption basis, annual zero net carbon emissions)
- **Successful** - An agreement that is most beneficial to Stoneham on an economic and functional basis
 - **Economic basis** – net lowest cost delivered energy on net present value \$/kWh basis taking into account both cost savings opportunities, and revenue opportunities (yes, the project can earn revenue from participating in various incentive programs). Our proposed RFP structure attempts to align the cost savings and revenue capture possibilities of Stoneham and the bidder by implementing a shared savings structure.
 - **Functional basis** – facilitate a renewable energy project that as seamlessly as possible fits and enhances into the design, construction, operation, and maintenance of the school.

Best regards,

Tom

Tom Michelman - Senior Director
Distributed Energy Resources (DER) Practice Lead
Sustainable Energy Advantage, LLC

See my Sept-2021 Blog Post
[Peeling Back the Onion on the Connection between Wholesale and Retail Electric Prices in New England](#)

161 Worcester Road, Suite 503
Framingham, MA 01701
Tel 508.665.5854
Fax 508.665.5858
Mobile 978.580.6190
tmichelman@seadvantage.com
www.seadvantage.com





-----Original Appointment-----

From: Sheehan, Dennis <DSheehan@stoneham-ma.gov>

Sent: Wednesday, November 17, 2021 11:11 AM

To: Sheehan, Dennis; 'Seeley, Joel'; Trivas, Brooke; Cunningham, Patrick; Wortman, Erin; Brian McNeil; 'sgmcphee@me.com'; John Macero; Parker, Raymie; Bryan Lombardi; David Bois; Marie Christie; Smith, Robert; maurer_energy@yahoo.com; Gooje, Vamshi; Du, Xiaoshu; Burke, Steven; Tom Michelman

Cc: Cullinane, Kimberly J; J. Ryan Flynn; Jonathan Patch; Stephen Messinger

Subject: Stoneham High School Energy Meeting

When: Monday, November 22, 2021 10:00 AM-11:00 AM (UTC-05:00) Eastern Time (US & Canada).

Where: Call in

Stoneham Energy Meeting

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/342969861>

You can also dial in using your phone.

United States: [+1 \(872\) 240-3212](tel:+18722403212)

Access Code: 342-969-861

New to GoToMeeting? Get the app now and be ready when your first meeting starts:

<https://global.gotomeeting.com/install/342969861>

Confidentiality Notice

This electronic message and any attached files contain information from the Town of Stoneham that may be privileged and/or confidential. The information is intended for the recipient named above, and use by any other person is not authorized. If you are not the intended recipient, any disclosure, distribution, copying or use of this information is strictly prohibited. If you have received this message in error, please notify the sender by e-mail immediately. Also, please be advised that the Secretary of State's office has determined that most e-mails sent to and from municipal officials are considered to be public records and consequently may be subject to public disclosure.

Data Status and Request for New Stoneham HS Building Net Zero Solar w/ Storage RFP

Design / Study Data Availability for Stoneham HS Solar & Storage RFP Bid

Notes:

- The better the data, the less risk for developers / bidders, the better deal Stoneham can get.
 - Comments could also include likelihood of changes.
- Sustainable Energy Advantage's (SEA's) subcontractor, Seal Rock Energy will be Submitting an interconnection pre-application to Eversource as part of SEA's Task 1 scope of Work
- We assume for now that we issue the RFP end of December / early January, so whatever data we want for the RFP will need to be available by then
 - Nonetheless, additional data during the bid process is okay, including during negotiations with the selected bidder

Action Item: We request that Stoneham and its other consultants (e.g., SMMA, Perkins&Will, and team fill) in the "What is Available as of Nov-2021" and "Comments from Stoneham" columns, and correct / amend the "Available Feb-2 / Provided to SEA" column

Information Category	Optimal for RFP Data Room / RFP Development	What is available as of Nov-2021	Comments from Stoneham (e.g., xxx will be available in Dec)	SEA Comments
Electricity Consumption	Total 8760 hourly kWh consumption based on a Typical Meteorological Year (TMY)			TMY modeled hourly kWh consumption (pre solar) is key to our proposed RFP approach. Thornton Tomasetti performed such analysis for ABRSD. Prefer to have 15-minute data aggregated to 1-hour.
Plot Plans / Surveys	CAD files			Optimal Includes wetland delineations, and any other constraints / setbacks. Need topography as well.
Site Plans	CAD files			Preferred location of interconnection point? pad mounted transformer? battery storage?
Geological boring samples	Boring reports			Particularly of parking areas and walkways where solar canopies will be located
Building Plans	CAD files of architectural plans including roof/HVAC/			Roof loading, shading, orientation, pitch and conduits are most important elements

Information Category	Optimal for RFP Data Room / RFP Development	What is available as of Nov-2021	Comments from Stoneham (e.g., xxx will be available in Dec)	SEA Comments
	conduit locations or ability to put in conduits			
Electrical drawings	Electrical one-lines			Three lines are even better, but one-lines are sufficient
Environmental Survey	Wetland delineation, site restriction, endangered species			
Other (add here)				

From: Carey, Paul S (ENE) [<mailto:paul.s.carey@state.ma.us>]
Sent: Friday, November 19, 2021 12:26 PM
To: Wortman, Erin <EWortman@stoneham-ma.gov>
Cc: Duffy, Neal (ENE) <neal.duffy@state.ma.us>
Subject: Stoneham META-10 Grant Contract-Action Needed

STONEHAM has applied to use grant funding of \$15,000 to fund assistance with a particular project. Congratulations, the funding has been awarded! This email contains the information you will need to receive payment of this grant.

The attached contract document, as well as 4 additional fiscal-related documents (COMMONWEALTH EFT, COMMONWEALTH CASL, COMMONWEALTH TERMS & CONDITIONS and COMMONWEALTH W9), together comprise a contract between DOER and STONEHAM for the funding awarded at the time of STONEHAM's META Grant Award. Please return the signed documents to me by December 10th or sooner if possible. Even if you have contracted with our department before, please complete the EFT and W9 with the contract package.

Also included is a request for payment form, please send this to me with the invoices to receive reimbursement from this grant.

The date when this contract is countersigned by DOER will be the Effective Date. STONEHAM may not incur obligations prior to the Effective Date. After the contract has been entered into the state system and has a Contract ID number, I will return a scanned copy of the signed Contract to you for your records.

Please review these documents carefully. Let me know if you have any questions or propose making changes. One copy of original signed pages needs to be returned to me by mail.

I draw your attention to the following elements in these contract documents to review and consider:

I. THE STANDARD CONTRACT (page 1)

- The Authorizing Signature for the Contractor. This person must also be listed on the Contractor Authorized Signatory Listing document. Please review the checked choice in both the Prompt Payment Discount and Anticipated Start Date sections and read this page carefully.

II. COMMONWEALTH TERMS AND CONDITIONS

- Included for reference

III. SCOPE OF GRANT AWARD

- Contingencies relevant to the project scope are described.
- The first disbursement of funds is contingent on receipt by DOER of the executed contract and a copy of the contract the municipality signs with the consultant as well as a copy of the invoice from the consultant.

IV. BUDGET

- Disbursement of funds is scheduled over two Fiscal Years. It is expected that all work will be completed by September 31, 2022.

V. ATTACHMENT D – Request for Payment form

- Send this form to request payment during the grant period. Include scanned invoices from consultant, and send documents electronically to paul.s.carey@mass.gov

VI. COMPLETED META-9 APPLICATION

- included for reference.

Please return all signed documents to me by mail. I would appreciate an email when the documents are in the mail so I can look for them.

I look forward to working with you in the future.

Massachusetts Department of Energy Resources
100 Cambridge St, Suite 1020, Boston, MA 02114
Ph 617-626-7372 Fax 617-727-0030

Creating a Clean, Affordable, and Resilient Energy Future for the Commonwealth

Confidentiality Notice

This electronic message and any attached files contain information from the Town of Stoneham that may be privileged and/or confidential. The information is intended for the recipient named above, and use by any other person is not authorized. If you are not the intended recipient, any disclosure, distribution, copying or use of this information is strictly prohibited. If you have received this message in error, please notify the sender by e-mail immediately. Also, please be advised that the Secretary of State's office has determined that most e-mails sent to and from municipal officials are considered to be public records and consequently may be subject to public disclosure.



I. COMMONWEALTH OF MASSACHUSETTS ~ STANDARD CONTRACT FORM



This form is jointly issued and published by the Office of the Comptroller (CTR), the Executive Office for Administration and Finance (ANF), and the Operational Services Division (OSD) as the default contract for all Commonwealth Departments when another form is not prescribed by regulation or policy. The Commonwealth deems void any changes made on or by attachment (in the form of addendum, engagement letters, contract forms or invoice terms) to the terms in this published form or to the [Standard Contract Form Instructions and Contractor Certifications](#), the [Commonwealth Terms and Conditions for Human and Social Services](#) or the [Commonwealth IT Terms and Conditions](#) which are incorporated by reference herein. Additional non-conflicting terms may be added by Attachment. Contractors are required to access published forms at CTR Forms: <https://www.macomptroller.org/forms>. Forms are also posted at OSD Forms: <https://www.mass.gov/lists/osd-forms>.

CONTRACTOR LEGAL NAME: Town of Stoneham (and d/b/a):		COMMONWEALTH DEPARTMENT NAME: Department of Energy Resources MMARS Department Code: DOER-ENE	
Legal Address: (W-9, W-4):		Business Mailing Address: 100 Cambridge St, Suite 1020, Boston, MA 02114	
Contract Manager: Erin Wortman	Phone: 781-507-2445	Billing Address (if different):	
E-Mail: ewortman@stoneham-ma.gov	Fax:	Contract Manager: Paul Carey	Phone: 617-626-7372
Contractor Vendor Code: VC		E-Mail: paul.s.carey@mass.gov	Fax:
Vendor Code Address ID (e.g. "AD001"): AD ____ (Note: The Address ID must be set up for EFT payments.)		MMARS Doc ID(s):	
		RFR/Procurement or Other ID Number: PON-ENE-2022-001	
<input checked="" type="checkbox"/> NEW CONTRACT		<input type="checkbox"/> CONTRACT AMENDMENT	
PROCUREMENT OR EXCEPTION TYPE: (Check one option only) <input type="checkbox"/> Statewide Contract (OSD or an OSD-designated Department) <input type="checkbox"/> Collective Purchase (Attach OSD approval, scope, budget) <input checked="" type="checkbox"/> Department Procurement (includes all Grants - 815 CMR 2.00) (Solicitation Notice or RFR, and Response or other procurement supporting documentation) <input type="checkbox"/> Emergency Contract (Attach justification for emergency, scope, budget) <input type="checkbox"/> Contract Employee (Attach Employment Status Form, scope, budget) <input type="checkbox"/> Other Procurement Exception (Attach authorizing language, legislation with specific exemption or earmark, and exception justification, scope and budget)		Enter Current Contract End Date <u>Prior</u> to Amendment: ____, 20 ____. Enter Amendment Amount: \$ _____. (or "no change") AMENDMENT TYPE: (Check one option only. Attach details of amendment changes.) <input type="checkbox"/> Amendment to Date, Scope or Budget (Attach updated scope and budget) <input type="checkbox"/> Interim Contract (Attach justification for Interim Contract and updated scope/budget) <input type="checkbox"/> Contract Employee (Attach any updates to scope or budget) <input type="checkbox"/> Other Procurement Exception (Attach authorizing language/justification and updated scope and budget)	
The Standard Contract Form Instructions and Contractor Certifications and the following Commonwealth Terms and Conditions document are incorporated by reference into this Contract and are legally binding: (Check ONE option): <input checked="" type="checkbox"/> Commonwealth Terms and Conditions <input type="checkbox"/> Commonwealth Terms and Conditions For Human and Social Services <input type="checkbox"/> Commonwealth IT Terms and Conditions			
COMPENSATION: (Check ONE option): The Department certifies that payments for authorized performance accepted in accordance with the terms of this Contract will be supported in the state accounting system by sufficient appropriations or other non-appropriated funds, subject to intercept for Commonwealth owed debts under 815 CMR 9.00 . <input type="checkbox"/> Rate Contract. (No Maximum Obligation) Attach details of all rates, units, calculations, conditions or terms and any changes if rates or terms are being amended.) <input checked="" type="checkbox"/> Maximum Obligation Contract. Enter total maximum obligation for total duration of this contract (or new total if Contract is being amended). \$ <u>15,000</u>			
PROMPT PAYMENT DISCOUNTS (PPD): Commonwealth payments are issued through EFT 45 days from invoice receipt. Contractors requesting accelerated payments must identify a PPD as follows: Payment issued within 10 days __% PPD; Payment issued within 15 days __% PPD; Payment issued within 20 days __% PPD; Payment issued within 30 days __% PPD. If PPD percentages are left blank, identify reason: <input checked="" type="checkbox"/> Agree to standard 45 day cycle <input type="checkbox"/> statutory/legal or Ready Payments (M.G.L. c. 29, § 23A); <input type="checkbox"/> only initial payment (subsequent payments scheduled to support standard EFT 45 day payment cycle. See Prompt Pay Discounts Policy.)			
BRIEF DESCRIPTION OF CONTRACT PERFORMANCE or REASON FOR AMENDMENT: (Enter the Contract title, purpose, fiscal year(s) and a detailed description of the scope of performance or what is being amended for a Contract Amendment. Attach all supporting documentation and justifications.) The purpose of this contract is to provide grant funding to pay a consultant for assistance with a new high-performance building.			
ANTICIPATED START DATE: (Complete ONE option only) The Department and Contractor certify for this Contract, or Contract Amendment, that Contract obligations: <input checked="" type="checkbox"/> 1. may be incurred as of the Effective Date (latest signature date below) and no obligations have been incurred prior to the Effective Date. <input type="checkbox"/> 2. may be incurred as of ____, 20 ____, a date LATER than the Effective Date below and no obligations have been incurred prior to the Effective Date. <input type="checkbox"/> 3. were incurred as of ____, 20 ____, a date PRIOR to the Effective Date below, and the parties agree that payments for any obligations incurred prior to the Effective Date are authorized to be made either as settlement payments or as authorized reimbursement payments, and that the details and circumstances of all obligations under this Contract are attached and incorporated into this Contract. Acceptance of payments forever releases the Commonwealth from further claims related to these obligations.			
CONTRACT END DATE: Contract performance shall terminate as of <u>September 29</u> , 20 <u>23</u> , with no new obligations being incurred after this date unless the Contract is properly amended, provided that the terms of this Contract and performance expectations and obligations shall survive its termination for the purpose of resolving any claim or dispute, for completing any negotiated terms and warranties, to allow any close out or transition performance, reporting, invoicing or final payments, or during any lapse between amendments.			
CERTIFICATIONS: Notwithstanding verbal or other representations by the parties, the "Effective Date" of this Contract or Amendment shall be the latest date that this Contract or Amendment has been executed by an authorized signatory of the Contractor, the Department, or a later Contract or Amendment Start Date specified above, subject to any required approvals. The Contractor certifies that they have accessed and reviewed all documents incorporated by reference as electronically published and the Contractor makes all certifications required under the Standard Contract Form Instructions and Contractor Certifications under the pains and penalties of perjury, and further agrees to provide any required documentation upon request to support compliance, and agrees that all terms governing performance of this Contract and doing business in Massachusetts are attached or incorporated by reference herein according to the following hierarchy of document precedence, the applicable Commonwealth Terms and Conditions, this Standard Contract Form, the Standard Contract Form Instructions and Contractor Certifications, the Request for Response (RFR) or other solicitation, the Contractor's Response (excluding any language stricken by a Department as unacceptable, and additional negotiated terms, provided that additional negotiated terms will take precedence over the relevant terms in the RFR and the Contractor's Response only if made using the process outlined in 801 CMR 21.07 , incorporated herein, provided that any amended RFR or Response terms result in best value, lower costs, or a more cost effective Contract.			
AUTHORIZING SIGNATURE FOR THE CONTRACTOR: X: _____ Date: _____ (Signature and Date Must Be Captured At Time of Signature) Print Name: <u>Heidi Bilbo</u> Print Title: <u>Chair, Select Board</u>		AUTHORIZING SIGNATURE FOR THE COMMONWEALTH: X: _____ Date: _____ (Signature and Date Must Be Captured At Time of Signature) Print Name: <u>Marcelle Payen</u> Print Title: <u>Chief Financial Officer</u>	