

Project Minutes

Project: New Stoneham High School
 Prepared by: John Cutler
 Re: School Building Committee Meeting
 Location: Remote Participation
 Distribution: Attendees (MF)

Project No.: 20033
 Meeting Date: 1/29/2024
 Time: 7:00pm
 Meeting No: 78

Attendees:

PRESENT	NAME	AFFILIATION	MEMBER
Remote	Marie Christie	Co-Chair, School Building Committee	Voting
Remote	David Bois	Co-Chair, School Building Committee; Community Member with Architecture Experience	Voting
Remote	Nicole Nial	School Committee Member	Voting
Remote	Raymie Parker	Select Board Member	Voting
Remote	Douglas Gove	Community Member with Engineering Experience	Voting
Remote	Stephen O'Neill	Vice-Chair, Community Member with Engineering Experience	Voting
Remote	Josephine Thomson	Community Member	Voting
Remote	Jeanne Craigie	Town Moderator	Voting
Remote	Lisa Gallagher	Community Member; School Secretary; Past member, Middle School Building Committee	Voting
Remote	Sharon Iovanni	Community Member	Voting
Remote	Cory Mashburn	Community Member, Finance and Advisory Board	Voting
Remote	Paul Ryder	Community Member with Construction Experience	Voting
Remote	David Pignone	Select Board, Athletic Director, Member knowledgeable in educational mission & function of facility	Voting
Remote	Kevin Yianacopolus	Local Official responsible for Building Maintenance	Voting
Remote	Dennis Sheehan	Town Administrator	Non-Voting
Remote	Leia DiLorenzo-Secor	Town Budget Director	Non-Voting
Remote	David Ljungberg	Superintendent of Schools, Secretary of School Building Committee	Non-Voting
	Bryan Lombardi	Stoneham High School Principal	Non-Voting
Remote	Brian McNeil	Town Facilities Director	Non-Voting
Remote	April Lanni	Town Procurement Officer / MCPPO Certified	Non-Voting
Remote	Brooke Trivas	Perkins&Will	
Remote	Stephen Messinger	Perkins&Will	
	Patrick Cunningham	Perkins&Will	
	Brad Pineau	Perkins&Will	
	Lizzy Dame	Perkins&Will	
Remote	Katie Janson	Perkins&Will	
Remote	Andrea White	Perkins&Will	
	Kalvin Cho	Consigli Construction	
Remote	Andrew MacNeil	Consigli Construction	
	Todd McCabe	Consigli Construction	
	Kristy Lyons	Consigli Construction	
Remote	Robert Smith	SMMA	
Remote	John Cutler	SMMA	
	Sarah Traniello	SMMA	
Remote	Julie Leduc	SMMA	
	David Warner	Warner Larson	
	Ti Johnson	Warner Larson	

Item #	Action	Discussion
78.1	Record	Call to Order 7:00 PM, meeting opened. This meeting is being held via remote conference call.
78.2	Record	Approval of Invoices and Commitments J. Leduc informed the SBC that the meeting was called due to the omission of Designer Amendment No. 30 from the previous SBC meeting on January 22, 2024 agenda. B. Trivas presented Designer Amendment No. 30. <ul style="list-style-type: none">• An initial study was authorized by the SBC to evaluate the feasibility of extending the Stadium Building to accommodate additional storage needs of the school.• Designer Amendment No. 30 would authorize Perkins & Will to fully design the expansion of the Stadium Building to meet these accommodations at a lump sum price of \$64,800.• The conceptual plan developed during the feasibility study would include expanding the north side of the Stadium Building 15 feet to the north which would approximately add 470 sf on the first floor and 470 sf on the second floor. The conceptual plan would also include capturing approximately 150 sf on the south side of the building for a total of approximately 1,000 sf added to the Stadium Building.• B. Trivas noted that Designer Amendment No. 30 did not include expanding the bleacher seating within the design scope.<ul style="list-style-type: none">○ The design services to expand the bleacher seating would cost approximately another \$15,000.○ S. Messinger noted the cost for both expanding the bleachers would entail additional structural changes beyond those needed to expand the Stadium Building in the conceptual plan.○ Perkins & Will also added that the bleachers would be asymmetrical if they were expanded, unless the Stadium Building was expanded south proportionally to its expansion north, which would be a more significant redesign.• J. Leduc responded to questions from D. Gove regarding the scope of Designer Amendment No. 30 and the construction cost associated with expanding the Stadium Building.<ul style="list-style-type: none">○ J. Leduc clarified that the \$64,800 Designer Amendment No. 30 was for the design of the expanded field house, not for the study; the study was already conducted.○ When asked about approximate construction cost, J. Leduc noted Consigli gave a conservative estimate of \$600,000.• S. Messinger added that the conceptual plan included adjustments to the bleacher stairs and ramp to allow for access under the bleachers which could be used for outside storage. S. Messinger noted that anything stored under the bleachers would still be exposed to weather.

Item #	Action	Discussion
		<ul style="list-style-type: none"> • J. Leduc, D. Pignone, and R. Parker engaged in a conversation regarding other design services included in the scope of Designer Amendment No. 30 which included making small layout adjustments inside the locker room areas. <ul style="list-style-type: none"> ○ J. Leduc noted these changes could be made regardless of whether the SBC voted to expand the Stadium Building. • B. McNeil responded to a question from another committee member regarding why additional storage space was needed. B. McNeil informed the Committee the additional space would be to house Gators and other equipment needed to maintain the complex. <ul style="list-style-type: none"> ○ J. Leduc added there was no other space on site or in the building to meet these storage needs. • D. Sheehan reminded the SBC that the vote to approve Designer Amendment No. 30 did not necessarily mean a vote to commit to the \$600,000 estimated construction cost, and noted the SBC would not be able to vote to proceed with construction until the design is completed, and accurate pricing could be brought forward to the SBC for approval. • R. Parker motioned to approve Designer Amendment #30, to expand the Stadium Building as proposed for \$64,800. <ul style="list-style-type: none"> ○ S. Iovanni seconded the motion. ○ J. Craigie clarified that the motion was to approve the expansion of the stadium building, not the bleachers. ○ The motion was carried by a vote of 13 to 1. <p>A. White presented an update to the previously approved FF&E quote. The update included the addition of \$10,002.14 bringing the previously approved quote from \$1,663,153.76 to \$1,673,155.90.</p> <ul style="list-style-type: none"> • R. Parker motioned to approve the adjusted FF&E contract amount. <ul style="list-style-type: none"> ○ J. Craigie seconded the motion. ○ The motion was carried by unanimous vote.
78.3	Record	<p>Discussion/Correspondence/New Items</p> <ul style="list-style-type: none"> • D. Sheehan recommended taking a verbal roll call as the meeting was held remotely through conference call. <ul style="list-style-type: none"> ○ M. Christie called roll. Page one of these minutes capture the attendees present at the time of the roll call.
78.4	Record	<p>Public Comment</p> <ul style="list-style-type: none"> • There was no public comment.
78.5	Record	<p>Next SSBC Meeting: Monday, February 26, 2024 at 7:00 pm</p>
78.6	Record	<p>S. Iovanni motioned to adjourn the meeting at 7:46pm. R. Parker seconded the motion. The motion was carried unanimously.</p>

Attachments: Agenda; Designer Amendment No. 30; Perkins & Will Presentation

Project: New Stoneham High School

Meeting Date: 1/29/2024

Meeting No.: 78

Page No.: 4

The information herein reflects the understanding reached. Please contact the author within 48 hours of receipt if you have any questions or are not in agreement with these Project Minutes

Agenda

Project:	New Stoneham High School	Project No.:	20033
Re:	School Building Committee Meeting	Meeting Date:	1/29/2024
Prepared by:	Julie Leduc	Meeting Time:	7:00 PM
Meeting Location:	Central Middle School Library & Remote Participation	Meeting No.:	78
Distribution:	Attendees (MF)		

1. Call to Order
2. Approval of Invoices and Commitments
 - Designer Amendment No. 30 for Concession Expansion Additional Service
 - Additional FFE Recommendation for Approval
3. Discussion/Correspondence/New Items
4. Committee Questions
5. Public Comments
6. Next Meeting: **February 26, 2023**

Join: <https://meet.goto.com/826328813>

Dial: [+1 \(408\) 650-3123](tel:+14086503123) Access Code: 826-328-813

The items listed are those reasonably anticipated by the Co-Chairs which may be discussed at the meeting. Not all items may in fact be discussed and other items not anticipated may also be brought up for discussion to the extent permitted by law.

ATTACHMENT F

CONTRACT FOR DESIGNER SERVICES

AMENDMENT NO. 30

WHEREAS, the Town of Stoneham (“Owner”) and Perkins & Will, (the “Designer”) (collectively, the “Parties”) entered into a Contract for Designer Services for the Stoneham High School Project (Project Number 201802840505) at the Stoneham High School on July 10, 2020 “Contract”; and

WHEREAS, effective as of January 29, 2024, the Parties wish to amend the Contract:

NOW, THEREFORE, in consideration of the promises and the mutual covenants contained in this Amendment, and other good and valuable consideration, the receipt and legal sufficiency of which are hereby acknowledged, the Parties, intending to be legally bound, hereby agree as follows:

1. For the performance of services required under the Contract, as amended, the Designer shall be compensated by the Owner in accordance with the following Fee for Basic Services:

Fee for Basic Services:

	Original Contract	Prior Amendments	This Amendment	After this Amendment
Feasibility Study Phase	\$ 175,000.00	\$ 71,733.64	\$ 0.00	\$ 246,733.64
Schematic Design Phase	\$ 245,000.00	\$ 106,259.50	\$ 0.00	\$ 351,259.50
Design Development Phase	\$ 0.00	\$ 3,815,359.00	\$ 0.00	\$ 3,815,359.00
Construction Document Phase	\$ 0.00	\$ 5,273,662.00	\$ 0.00	\$ 5,273,662.00
Bidding Phase	\$ 0.00	\$ 1,124,800.00	\$ 0.00	\$ 1,124,800.00
Construction Phase	\$ 0.00	\$ 4,415,350.00	\$ 64,800.00	\$ 4,480,150.00
Completion Phase	\$ 0.00	\$ 423,600.00	\$ 0.00	\$ 423,600.00
Total Fee	\$420,000.00	\$ 15,230,764.14	\$ 64,800.00	\$15,715,564.14

This Amendment is a result of: Providing additional services for the study and documentation of the expansion of space at the Spartan Stadium Building located adjacent to the track on the west side in the New Stoneham High School. The study will include expanding the building footprint to provide additional interior space, providing additional exterior storage under the stadium bleachers immediately adjacent to the building at Level 01. The fee includes study and documentation of the preferred option to be funded out of MSBA ProPay 0203-9900, Other Reimbursable Costs.

2. The Construction Budget shall be as follows:

Original Budget: \$ 153,418,660.00

Amended Budget \$ 153,418,660.00

3. The Project Schedule shall be as follows:

Original Schedule: June 2025

Amended Schedule June 2025

4. This Amendment contains all of the terms and conditions agreed upon by the Parties as amendments to the original Contract. No other understandings or representations, oral or otherwise, regarding amendments to the original Contract shall be deemed to exist or bind the Parties, and all other terms and conditions of the Contract remain in full force and effect.

IN WITNESS WHEREOF, the Owner, with the prior approval of the Authority, and the Designer have caused this Amendment to be executed by their respective authorized officers.

OWNER

Dennis J. Sheehan
(print name)

Town Administrator, Town of Stoneham
(print title)

By _____
(signature)

Date _____

DESIGNER

Yanel de Angel, FAIA
(print name)

Managing Director, Principal, Perkins & Will
(print title)

By _____
(signature)

Date _____

Perkins&Will

11.29.2023

Mr. Dennis J. Sheehan, Town Administrator
Stoneham Town Hall
35 Central Street, Second Floor
Stoneham, MA 02180

Re: Stoneham High School / Additional Services #30 Attachment F

Dear Mr. Sheehan,

As requested, and noted herein, are the additional services for the study and documentation of the expansion of space at the Spartan Stadium Building located adjacent to the track on the west side for the new Stoneham High School. This study will include: (1) expanding the building footprint to provide additional interior space, and (2) providing additional exterior storage under the stadium bleachers immediately adjacent to the building at Level 01. This fee includes the study and documentation of the preferred option. We submit this additional service letter for your approval and execution.

Project Overview

The Town of Stoneham has requested us to study the feasibility of utilizing the non-conditioned area under the bleachers for exterior storage which may include but not limited to electric golf carts and other items that don't require conditioned space. In addition to the study of this area the design team will provide an option to increase the conditioned storage areas on the north side of the concession building. The study will include coordinating systems and structure to provide conditioned space and services as required for the expanded storage areas. If a modification is approved, our services will include documentation for construction. Consigli will provide schedule and pricing for the design options for committee review and approval.

Schedule

When the Town of Stoneham approves the additional service, the team will immediately commence work. After the design is approved the design team will deliver construction documentation to move the Stadium Building design forward to ensure that construction is not delayed.

Compensation

Compensation for the design through construction documentation is noted below:

11.29.2023
Stoneham High School /
Additional Services #30
Attachment F

Design – CD Documentation:

- Design and Document the expansion of the building footprint to the north. This expands both Level 00 and Level 01 approximately 12'.
- Adjust alignment of south foundation wall at Level 00 to add storage.
- Design and Document access to underside of bleachers
- Consultant Design (Bala, IMEG, Structural) and Review the expansion of the concession on the north side conditioned storage area.
- Landscape to Design and Document the expansion on the north side conditioned storage area.
- Pricing and schedule of Design Options by Consigli.
- Owner to review and authorize moving forward.

Design – CD Documentation:

Perkins&Will	\$ 21,500
B+AC (Structural)	\$ 28,500
Nitsch (Civil)	\$ 3,500
IMEG (Plumbing, FP)	\$ 5,300
Bala (Mech, Elec)	\$ 2,500
<u>Warner Larson (Landscape)</u>	\$ 3,500
Total	\$ 64,800

Any deviations to the above scope will be at an additional charge to the below fee.
We will await your approval of this additional service before we proceed.

Thank you,



Brooke Trivas
Principal, Practice Leader for Perkins&Will

cc: Perkins&Will Team, Julie Leduc– SMMA, file

STONEHAM HIGH SCHOOL

Building Committee Meeting



1.29.2024

AGENDA

FF&E Budget Update

Stadium Building Update



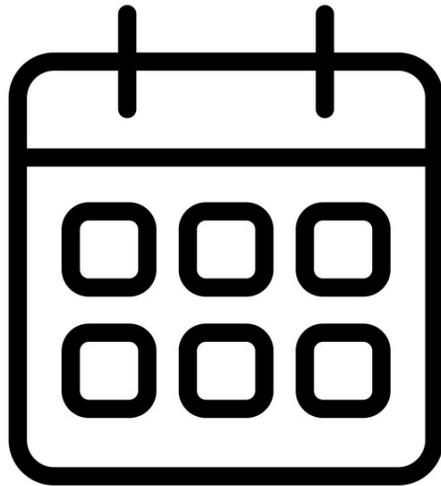
Perkins&Will

Furniture, Fixtures & Equipment Update

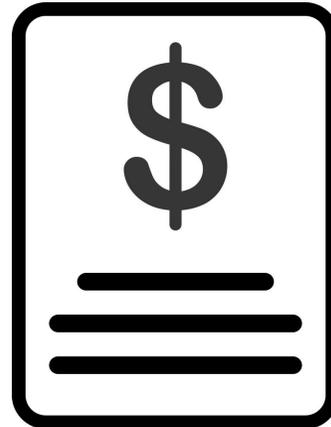
Building Committee Meeting

FF&E AGENDA

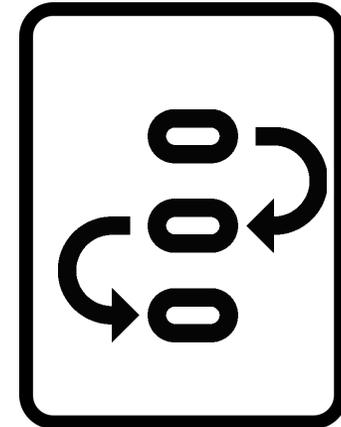
Schedule



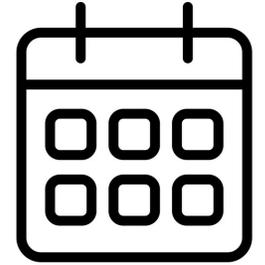
Budget



Next Steps



FF&E PROCUREMENT SCHEDULE



SBC APPROVAL- FURNITURE:
\$1,673,155.90 REVISED

- ★ 1/29 SBC Approval/ Award
 (\$10,002.14 Revision to original Request)
- ★ 2/6 PO's Issued

FF&E BID ESTIMATED VALUE:
\$770,666

- 1/23 Specifications
- 2/7 FF&E Bid Released
- 2/28 Bid Opening
- 3/18 SBC Approval/ Award
- 3/29 PO's Issued

QUOTES ESTIMATED VALUE:
\$598,394.75

- 2/8 Quotes Issued
- 2/22 Quotes Received
- 2/26 SBC Approval/ Award
- 3/11 State Contract EQ PO's

1/26/2024 2/2/2024 2/9/2024 2/16/2024 2/23/2024 3/1/2024 3/8/2024 3/15/2024 3/22/2024 3/29/2024

Ready for Approval & PO's



FF&E Bid Package



Equipment Quotes



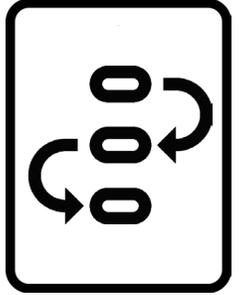
FF&E BUDGET & ESTIMATE STATUS



DESCRIPTION	PW AWARD NO.	MHEC/ CPP OR OFF STATE CONTRACT	QUOTES UNDER 100K	BID	TOTALS	1/29/2024
FURNITURE QUOTES- APPROVAL REQUEST						
Furniture						
1/22/2024	WB Mason- MHEC	FFE-WBM-01	\$741,205.87			Quantity update
	WB Mason- CPP	FFE-WBM-02	\$480,845.27			
1/22/2024	Red Thread- MHEC	FFE-RT-01	\$103,286.84			
	Red Thread- CPP	FFE-RT-02	\$29,617.92			
1/22/2024	Creative Office Resources	FFE-COR-01	\$318,200.00			Quantity update
			\$1,673,155.90			\$1,673,155.90 Revised Total
			\$1,663,153.76			\$1,663,153.76 SBC FFE Approval 1/22/24
			\$10,002.14			\$10,002.14 Approval Request- 1/29/24
FF&E- ESTIMATED VALUE						
Furniture						
	Science Furniture and Misc. Items		\$34,755.10	\$270,690.00		
Equipment						
	Accessories			\$12,130.00		
	Art			\$30,475.00		
	Music			\$166,760.00		
	AV/ Makerspace			\$38,814.00		
	Science	\$144,417.02				Science may get added to the bid
	Theater Arts			\$3,450.00		
	Maintenance & Scene Shop	\$179,435.00		\$164,500.00		
	Medical			\$19,774.00		
	OT/PT			\$17,018.00		
	Pre-K			\$13,055.00		
	Kitchen Smallwares	\$18,159.63				
	Athletics & PE			\$34,000.00		
	Fitness	\$221,628.00				
			\$598,394.75	\$0.00	\$770,666.00	\$1,369,060.75 FF&E- Estimated Value

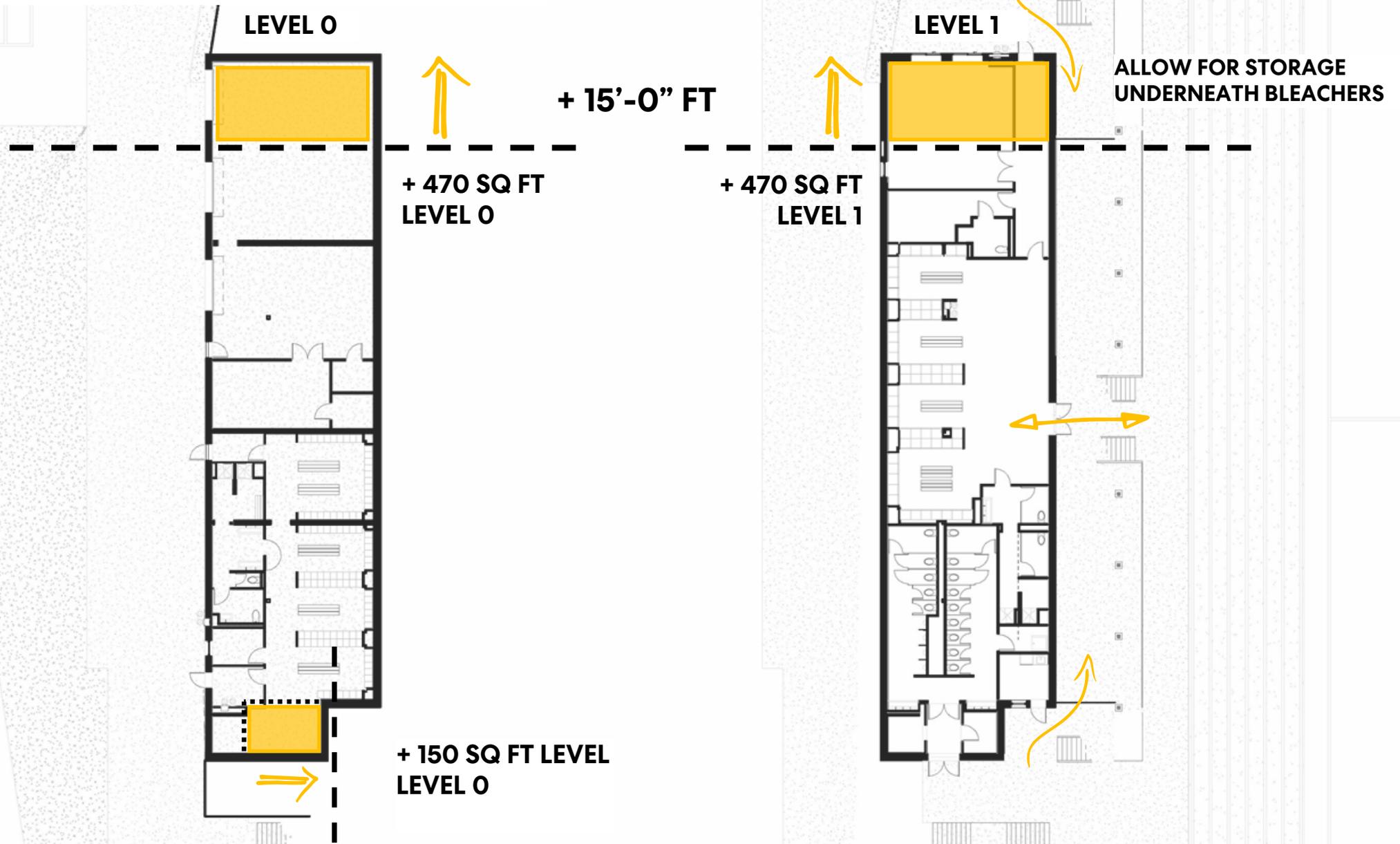
\$3,042,216.65 Estimated & Approved
\$2,926,000.00 Budget
\$116,216.65 Delta

FF&E NEXT STEPS

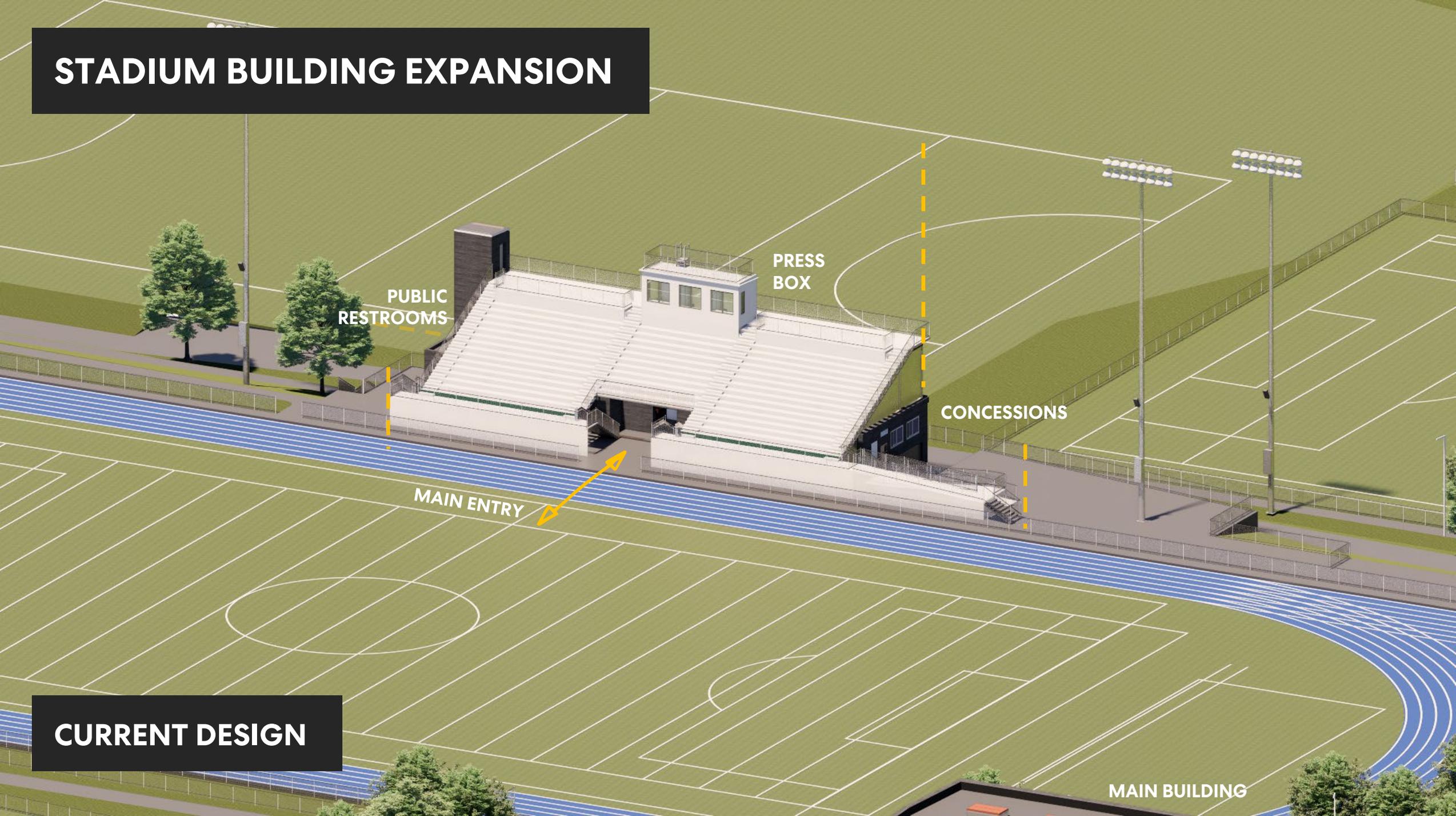


- ① 1. Preliminary Design
 - Furniture + Equipment SD Budget by Room
 - Initial Department Layouts
 - Program Verification / Vision with User Groups
- ② 2. Furniture Selection Process
- ③ 3. Budget Process
- ④ **4. Specification + Procurement**
- ⑤ **5. Budget Tracking**
- ⑥ 6. Process Completion - Delivery, Install, and Punch List

SPARTAN STADIUM BUILDING EXPANSION



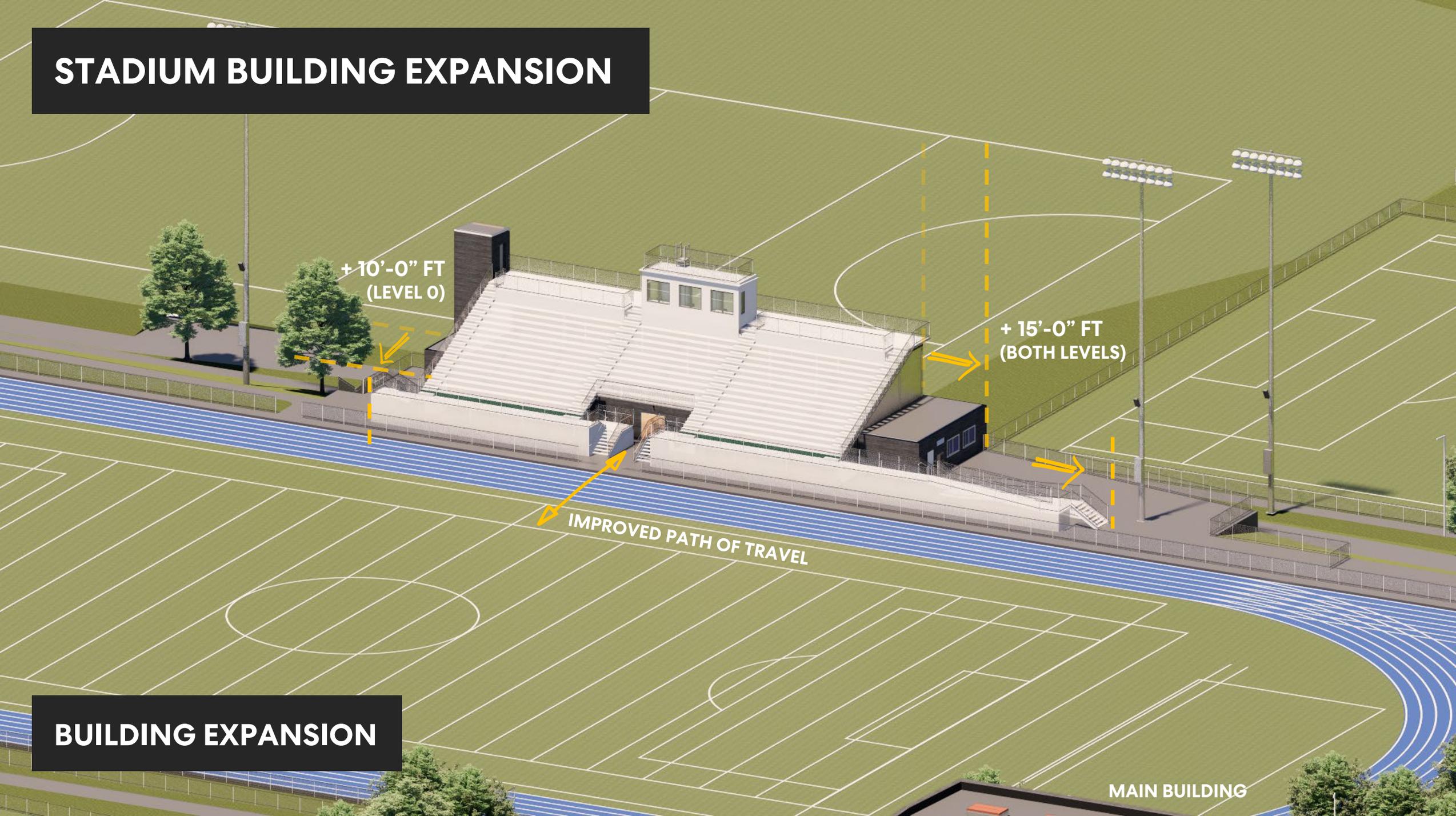
STADIUM BUILDING EXPANSION



CURRENT DESIGN

MAIN BUILDING

STADIUM BUILDING EXPANSION



+ 10'-0" FT
(LEVEL 0)

+ 15'-0" FT
(BOTH LEVELS)

IMPROVED PATH OF TRAVEL

BUILDING EXPANSION

MAIN BUILDING



THANK YOU!