

# Nashoba Regional School District

## Minutes of the Nashoba Regional High School Building Committee June 21, 2022, Meeting I (Meeting held via Zoom Technology Video Conferencing Platform)

**VOTING COMMITTEE MEMBERS IN ATTENDANCE:** Joseph Gleason, Leah Vivirito, Amy Cohen, Kirk Downing, Maura Bailey, Robert Czekanski, Kim Earley, Ken Frommer, Kristen Kendall, Stacey Dupuis, Tania Rich, Stephen Rubinstein

**NON VOTING COMMITTEE MEMBERS IN ATTENDANCE:** Pat Marone, Don Lowe, Robert Frieswick, and Kate Boynton

**ABSENT:** Scott Gibson, Christopher Buck, David Hartnagel

**NON-MEMBER INVITEES:**  
None

**SKANSKA - OPM**  
Mary Ann Williams, Sy Nguyen

**KAESTLE BOOS ASSOCIATES (KBA)- Architects**  
Joe Milani, Craig Olsen, Paul Dominov, Kate Jessup

**CALL TO ORDER:**

Chairman Gleason called the meeting to order at 7:01 PM. Chairman Gleason stated that School Building Committee (SBC) will be meeting at or after 8:00 p.m. in Meeting II to approve the minutes of Meeting I.

**CITIZENS COMMENTS:**  
None

**APPROVAL OF MEETING MINUTES:**

A request was made to approve the minutes of May 17, 2022 of the Nashoba Regional High School Building Committee (hereinafter "SBC"). Correction to spelling of Mr. Robert Czekanski and David Hartnagel. Correction to CEO Subcommittee : "Ms. Amy Cohen reported that there was no CEO Report."

Motion to approve: Robert Czekanski  
Motion was seconded by: Amy Cohen,  
Motion was approved by: Joseph Gleason, Leah Vivirito, Amy Cohen, Kirk Downing, Maura Bailey, Robert Czekanski, Kim Earley, Ken Frommer, Kristen Kendall, Stacey Dupuis, Tania Rich  
Abstain: Steve Rubinstein

## **STATUS AND UP-DATE REPORT FROM SKANSKA USA**

Ms. Mary Ann Williams reported for Skanska that they are working with KBA, the District, and the SBC's Working Group, reviewing presentations, attending meetings, coordinating with the Working Group, preparing materials for the MSBA submission. They reviewed the draft vision report and material on site conditions and have been working with the project team in exploring the educational program. The design team continued with collecting information on the existing conditions and working with their consultants on developing a narrative for estimates and design options. The Project Team will be asking for SBC approval for Skanska submit the PDP to MSBA. The PDP submission is a progress report. Which is different that the PSR which will narrow down the options.

### **NEW BUSINESS:**

#### **(a) Discussion on approval of project invoices**

Chairman Gleason presented Skanska Invoice #8 in the amount of \$10,260 and KBA Invoice #5 in the amount of \$31,250. Ms. Marone has reviewed the invoices and is recommending approval.

Motion to approve Skanska Invoice #8 in the amount of \$10,260 and KBA Invoice #5 in the amount of \$31,250.

Motion to approve: Kristen Kendall

Motion was seconded by: Amy Cohen

Motion was approved by: Joseph Gleason, Leah Vivirito, Amy Cohen, Kirk Downing, Maura Bailey, Robert Czekanski, Kim Earley, Ken Frommer, Kristen Kendall, Stacey Dupuis, Tania Rich, Stephen Rubinstein

#### **(b) Preliminary Design Program Submission:**

Ms. Williams and Mr. Olsen presented on the report on the progress of the Preliminary Design Program Submission (PDP). Ms. Williams provided an overview of the Module 3 – Feasibility Study schedule and summarized each of the deliverables included in the PDP. Ms. Williams stated that we are not selecting an option for the project at this submission. Next step is to continue to develop the options for the Preferred Schematic Report (PSR) submission. An electronic copy of the PDP will be provided by KBA for review.

Mr. Olsen stated that most of the material has been presented to the SBC and/or at the Public Forum. What is new is the comparative cost analysis based on a third-party estimator providing high-level costs for the options. This cost analysis will be further developed for the PSR Submission. Nothing that we are presenting in the PDP is final, but it is a progress of the work.

Ms. Jessup summarized the Educational Program and how the options studied in the PDP meet the needs established in the NRHS Educational Program. The class schedule and the teaching methodology, structure, and critical adjacencies are included in the description of the Educational Program. The project team will continue Educational Program development.

The Project Team has reviewed the current conditions & spaces within the building and compared it to what is required to meet with the MSBA Guidelines. The Existing Conditions Report includes Site Investigations, an Assessment of Developable Property, a

determination of legal title, and any site restraints. An analysis of infrastructure, hazardous materials, geotechnical, codes, and an environmental conditions was completed as part of this project. Site access was also reviewed as part of this study.

An Executive Summary was created summarizing the Preliminary Evaluation of Options. The options included Option 1 - Repair, Option 2 - Renovation, Option 3 - Addition/Renovation, and Option 4 – New Construction. Each option was evaluated by their effect on the Educational Program, cost, schedule and efficiencies.

Ms. Cohen asked why Option 1 was not eliminated since it does not support the education plan and not eligible for MSBA reimbursement. Mr. Olsen stated that MSBA required analysis of three options – repair, additional/renovation, and new construction. The Project Team as part of the due diligence looked at a fourth option which is just a renovation of the existing building.

Ms. Kendall asked if there was a reason, in the space summary, the grossing factor is at 1.52 instead of typical 1.5 for schools. Mr. Olsen stated that the 1.52 was based on the MSBA Guideline Spreadsheet. At this time, the project team is using the MSBA Guideline and the Project Team will work to reduce the grossing factor.

Ms. Bailey expressed concern on the option of a new school being constructed on the existing fields as the field is relatively new. Ms. Olsen stated that by the time construction start, the turf will need to be replaced and the grandstand will need accessibility upgrades. This is one option for new construction and the Project Team is taking the field in consideration as the project progresses. In addition, the education program appropriateness will be considered in each options getting evaluated.

Mr. Olsen provided a summary of the Preliminary Options of construction durations and ranges of the estimated project costs for Option 1, Option 3, and Option 4.

Motion to permanently cease, discontinue, and eliminate any and all further consideration and associated work attendant to Option 2 as presented by the designer, the "Renovation" option (so-called), subsequent to the submission of the Preliminary Design Program to the Massachusetts School Building Authority.

Motion was made by: Kristen Kendall

Motion was seconded by: Stephen Rubinstein

Motion was approved by: Joseph Gleason, Leah Vivirito, Amy Cohen, Kirk Downing, Maura Bailey, Robert Czekanski, Kim Earley, Ken Frommer, Kristen Kendall, Stacey Dupuis, Tania Rich, Stephen Rubinstein

Motion to approve the Preliminary Design Program as presented and to make the recommendation to the Nashoba Regional School District to authorize Skanska USA, the Owner's Project Manager, to submit the Preliminary Design Program to the Massachusetts School Building Authority ("MSBA") on behalf of the Nashoba Regional School District no later than June 27, 2022.

Motion was made by: Kristen Kendall

Motion was seconded by: Robert Czekanski

Motion was approved by: Joseph Gleason, Leah Vivirito, Amy Cohen, Kirk Downing, Maura Bailey, Robert Czekanski, Kim Earley, Ken Frommer, Kristen Kendall, Stacey Dupuis, Tania Rich, Stephen Rubinstein

**MEETING II TO APPROVAL OF MINUTES OF JUNE 21, 2022 MEETING 1:**

Chairman Gleason stated that School Building Committee (SBC) will be meeting at 8:40 p.m. in Meeting II to approve the minutes of Meeting I.

**ADJOURNMENT**

No further business being before the Nashoba Regional High School Building Committee. Chairman Gleason requested a motion to adjourn.

Motion was made by: Robert Czekanski

Motion was seconded by: Stephen Rubinstein

Motion was approved by: Joseph Gleason, Leah Vivirito, Amy Cohen, Kirk Downing, Maura Bailey, Robert Czekanski, Kim Earley, Ken Frommer, Kristen Kendall, Stacey Dupuis, Tania Rich, Stephen Rubinstein

Meeting adjourned at 8:28 PM

Respectfully submitted by Sy Nguyen, Skanska USA. Recording Secretary

**NASHOBA REGIONAL SCHOOL DISTRICT  
NASHOBA REGIONAL HIGH SCHOOL BUILDING COMMITTEE**

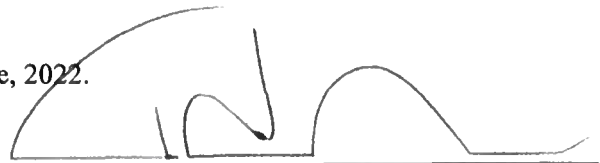
**WORCESTER, ss.**

**DATE: JUNE 22, 2022**

**CERTIFICATION**

I, Joseph M. Gleason, Chairman of the Nashoba Regional High School Building Committee hereby certify and attest that these minutes of Nashoba Regional High School Building Committee are a true and accurate copy of the minutes of the Nashoba Regional High School Building Committee's meeting of June 21, 2022 as approved.

Witness my hand and seal this 22<sup>nd</sup> day of June, 2022.



Joseph M. Gleason, Chairman  
Nashoba Regional High School Building  
Committee



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