



CABOT SCHOOL BUILDING COMMITTEE (CSBC) + DESIGN REVIEW COMMITTEE (DRC)				MEETING MINUTES	
Newton Ed Center, Room 210			DRAFT		
August 31, 2017					
6:00PM					
ATTENDEES:					
NAME	ASSOC.	PRESENT	NAME	ASSOC.	PRESENT
Margaret Albright	CSBC	Y	Peter Barrer	DRC	N
Susan Albright	CSBC	N	William Eldredge	DRC	N
Diana Fisher Gomberg	CSBC	N	Robert A. Franchi	DRC	N
David Fleishman	CSBC	N	Tom Gloria	DRC	Y
Ruthanne Fuller	CSBC	N	James Freas	DRC	N
Liam Hurley	CSBC	Y	Jonathan Kantar	DRC	N
Matt Hills	CSBC	N	Ellen S. Light	DRC	Y
Maureen Lemieux	CSBC	N	Marc Resnick	DRC	N
Joshua Morse	CSBC	Y	Scott Ross	DRC	N
Emily Norton	CSBC	N	Steven Siegel	DRC	N
Cynthia Paris Jeffries	CSBC	Y	Eve Tapper	DRC	N
Angela Pitter-Wright	CSBC	Y	Deb Crossley	DRC	N
Nicholas Read	CSBC	N			
Eric Sprung	CSBC	N	Tom Murphy	NV5	
Andrea Steenstrup	CSBC	N	Melissa Gagnon	NV5	Y
Setti Warren	CSBC	N	Donna DiNisco	DDP	Y
Karen Wasserman	CSBC	Y	Leno Filippi	DDP	N
Dori Zaleznik	CSBC	Y	Craig DiCarlo	DDP	Y
Michael Cronin	NPS	N	Jeff Oxalida	DDP	N
Julie Kirrane	NPS	Y	Anthony Luioni	WTR	N
Ouida Young	CITY	Y	John Finnigan	WTR	Y
Alex Valcarce	NPB	Y			

NV5 called the meeting to order at 6:05PM.

1. Introductions

Members of the CSBC, NV5, DiNisco Design and WT Rich introduced themselves. The new Cabot Elementary School Principal, Eric Sprung, was in attendance and introduced.

2. Project Update

Josh Morse provided a brief project update. It was noted that the Cabot site is fenced off and is isolated. Abatement is ongoing with approximately 75% complete. #23 Parkview Avenue has been demolished, including the foundation (thank you to the Potter family). Demolition is ongoing at the existing building to be followed by the foundation and steel work. The community has been notified of ongoing/upcoming activities through mailings as well as monthly community update meetings. There is good communication ongoing with the abutters.

Two (2) cost estimates were performed, one by the designer's estimator and the other by the CM, WT Rich. One of the estimates is on budget and the other estimate is slightly over at a \$400K difference, which is approximately 1.1% over budget. As options, proposed list of value engineering items was created. This list was emailed to the SBC and DRC prior to the meeting and reviewed at the meeting tonight. One example includes changing the built-in seating circle area in the library to an FFE purchase. This change may provide more flexible space for the library in the future. The complete list of items was reviewed and is attached herein for reference. The majority of the VE items are millwork and finish related. Select items include: eliminating built in bench in the lobby as well as in the cafeteria, eliminating tiles above doors on floors 2 and 3, reducing paneling in gym lobby to wainscot, display cases at cafeteria ramp, eliminating full height wood panels on floors 2 and 3 and reducing to wainscot. It was noted the VE list was created more as an exercise at this time, than as a final decision. Some of the millwork items could be eliminated and purchased as part of the FFE package.

A member of the SBC noted that at the next SBC meeting, when the SBC votes to submit the 90% set of Construction Documents to the MSBA, it may be a good idea to add language indicating that if any of the VE items need to be considered, the SBC would reconvene as a group to review. NV5 noted that the intent would be to isolate the VE items to the non-trades prior to bidding.

Concrete, steel and site packages have been awarded. The team is in the process of prequalifying trade contractors for the main bid package.

DDP provide a brief overview of the building site and floor plans.

It was noted that 5% contingency is being carried which is the same as what was carried at Angier and Zervas and is adequate. No surprises were discovered during the exploratory exercises. Now, during demolition, there is opportunity to discover and unknowns and if so, that scope would be incorporated into the bid documents.

Motion: Angela Pitter Wright moved to submit the 60% Construction Documents package to the MSBA. Susan Albright seconded that motion.

The vote was unanimous with (7) in favor, (0) opposed and (0) abstentions.

3. Upcoming Meetings and Milestones

A Current Proposed Meetings and Milestones Schedule was distributed and reviewed, with the following dates highlighted:

- September 7, 2017 Submit 60% CD set to the MSBA
- September 13, 2017 DRC meeting
- October 26, 2017 CSBC+DRC meeting - vote to submit 90% Construction Documents

4. Meeting Minutes

Meeting minutes from the April 27, 2017 and March 9, 2017 Cabot SBC meetings were distributed and reviewed.

Motion: Susan Albright moved to approve the 4/27/17 meeting minutes; Josh Morse seconded. The vote was unanimous in favor.

Motion: Susan Albright moved to approve the 3/09/17 meeting minutes; Josh Morse seconded. The vote was unanimous in favor.

5. Meeting Adjourn

Motion: At 6:37PM, the meeting was adjourned.

Respectfully submitted,

Melissa Gagnon

NV5

[End of 4/27/17 Meeting Minutes]