

**School Building Committee Meeting Minutes**  
**Remote Meeting**  
**April 16, 2020**

**Present:** Chair Sharon Gray; Vice Chair Thomas Ulfelder; Virginia Ferko; Marjorie Freiman; Mary Gard; Steve Gagosian; Joubin Hassanein; Ryan Hutchins; Meghan Jop; Matt King; David Lussier; Melissa Martin; Heather Sawitsky; Jose Soliva; FMD Project Manager Kevin Kennedy; FMD Project Manager Dick Elliott; Jeff D’Amico of Compass Project Management and Alex Pitkin and Kristen Olsen of SMMA.

**Absent:** Charlene Cook, Jeffery Dees, Cynthia Mahr; Ellen Quirk.

Ms. Gray opened the meeting at approximately 5:35 p.m. She announced that the meeting was being broadcast live and recorded by Wellesley Media for later viewing, and thanked Wellesley Media and members of Town staff for making remote meetings accessible for the public. Participants joined via Zoom conferencing and it was noted that roll call votes are required for every vote.

**Public Comment**

No Public Comment on the call-in conference line.

**SBC Business**

**Approval of Minutes**

Ms. Martin requested a change to the January 16<sup>th</sup> minutes. Mr. Ulfelder moved to approve the School Building Committee minutes of January 16<sup>th</sup> as amended. Ms. Martin seconded. **Roll call:** Mr. Ulfelder – Yes, Ms. Ferko – Yes, Ms. Freiman – Yes, Ms. Gard – Yes, Mr. Gagosian – Yes, Mr. Hassanein – Yes, Mr. Hutchins – Yes, Ms. Jop – Yes, Mr. King – Yes, Ms. Martin – Yes, Ms. Sawitsky – Yes, Mr. Soliva – Yes, Ms. Gray – Yes. The motion carried 12-0.

Mr. Ulfelder moved to approve the School Building Committee minutes of February 6<sup>th</sup> as presented. Ms. Freiman seconded. **Roll call:** Mr. Ulfelder – Yes, Ms. Ferko – Yes, Ms. Freiman – Yes, Ms. Gard – Yes, Mr. Gagosian – Abstain, Mr. Hassanein – Yes, Mr. Hutchins – Abstain, Ms. Jop – Yes, Mr. King – Yes, Ms. Martin – Yes, Ms. Sawitsky – Yes, Mr. Soliva – Yes, Ms. Gray – Yes. The motion carried 10-0, with two abstentions.

**Hardy/Upham Project**

**Approval of Invoices**

Mr. Ulfelder moved to approve Compass invoice CPM74-12 in the amount of \$23,083.00. Ms. Freiman seconded. **Roll call:** Mr. Ulfelder – Yes, Ms. Ferko – Yes, Ms. Freiman – Yes, Ms. Gard – Yes, Mr. Gagosian – Yes, Mr. Hassanein – Yes, Mr. Hutchins – Yes, Ms. Jop – Yes, Mr. King – Yes, Ms. Martin – Yes, Ms. Sawitsky – Yes, Mr. Soliva – Yes, Ms. Gray – Yes. The motion carried 12-0.

Mr. Ulfelder moved to approve SMMA invoice #0052694 in the amount of \$57,540.00. Mr. Gagosian seconded. **Roll call:** Mr. Ulfelder – Yes, Ms. Ferko – Yes, Ms. Freiman – Yes, Ms. Gard – Yes, Mr. Gagosian

– Yes, Mr. Hassanein – Yes, Mr. Hutchins – Yes, Ms. Jop – Yes, Mr. King – Yes, Ms. Martin – Yes, Ms. Sawitsky – Yes, Mr. Soliva – Yes, Ms. Gray – Yes. The motion carried 12-0.

Mr. Ulfelder moved to approve AppGeo invoice 21031 in the amount of \$8,369.70. Mr. Gagosian seconded. **Roll call:** Mr. Ulfelder – Yes, Ms. Ferko – Yes, Ms. Freiman – Yes, Ms. Gard – Yes, Mr. Gagosian – Yes, Mr. Hassanein – Yes, Mr. Hutchins – Yes, Ms. Jop – Yes, Mr. King – Yes, Ms. Martin – Yes, Ms. Sawitsky – Yes, Mr. Soliva – Yes, Ms. Gray – Yes. The motion carried 12-0.

Mr. D’Amico reviewed the agenda items, including: project schedule delay, cost impacts of delay, Covid-19 impacts, potential additional traffic analysis, and next steps.

Mr. D’Amico shared a revised schedule of SBC meeting dates, with built in delays due to the impact of Covid-19. The recommendation is for an October 27<sup>th</sup> MSBA submission date for the preferred option for this project, nearly a six-month overall delay that will also result in construction delays.

Mr. D’Amico shared a new timeline of phases including design development, permitting, construction documents, bidding, the approval of the guaranteed maximum price, construction, and a move-in date of early 2025.

Mr. D’Amico’s suggestion is that the SBC take a three-month hiatus. Once meetings start again, Compass and SMMA will complete the remaining analysis and proceed as scheduled.

Critical proposed dates and milestones include:

- Public forum the week of Sept 14<sup>th</sup>
- SBC recommendation of preferred option Sept 24<sup>th</sup>
- Joint Meeting with SC & BOS to review SBC recommendation Oct 1<sup>st</sup>
- School Committee recommendation of preferred option Oct 6<sup>th</sup>
- Town Meeting Update on the recommendation the week of Oct 12<sup>th</sup>
- BOS Meeting to vote on recommendation Oct 19<sup>th</sup>
- SBC Vote to complete report Oct 22<sup>nd</sup>
- SBC to submit preferred option and full report to MSBA by Oct 27<sup>th</sup>

Mr. Ulfelder said he understands the MSBA’s deadlines, but noted his concern for the SBC resuming work in the summer. He wants to ensure remote participation continues in a way that allows community members to participate in meetings even if they are not in town. Ms. Gray agreed and noted the Governor will allow for holding any meetings remotely while under the current state of emergency.

Mr. Hassanein asked whether construction could begin as early as January 2023, and allow for a 2024 move-in date. Mr. D’Amico noted that the permitting process in Wellesley is lengthy but it may be possible to begin construction that quickly.

Mr. Hassanein asked how the MSBA's other projects are proceeding during the Covid-19 crisis. Mr. D'Amico said towns are taking a variety of approaches, which will keep the workload spaced out a little more. If the delay on this project were to extend beyond six months, the Town would need to seek a formal extension from the MSBA Board of Directors.

Ms. Martin suggests moving the August 20<sup>th</sup> date to September 3<sup>rd</sup> during the school year to allow for more engagement with the community. Members reached consensus to schedule important decisions for September. Dates can be fine-tuned once the boards will have time to discuss and vote.

Mr. King expressed concern about stalling the project for lack of input by the community, in a time of advanced technology where many methods of communication are available. He is concerned with the financial impact of further delays. Ms. Martin noted that as the pandemic continues, it is likely that all parties will become more adept at doing community forums and other meetings remotely. Ms. Freiman noted that she wants to ensure the process is completed as inclusively as possible. Dr. Lussier said a delay makes sense for now, but advocates for completing the process and moving forward sooner rather than later. Ms. Gray said she wants to ensure that the Town completes the study in a timely manner and remains on track to receive state funding.

### **Project Cost Estimates**

Mr. D'Amico said it is uncertain how Covid-19 will impact construction costs. Supply chains and impact on working procedures may change week to week. Opportunities for favorable bidding may become available, but a six-month delay also is expected to impact costs. As a result, the project team recommends that the SBC review cost estimates in the fall when the committee is closer to making a final recommendation.

In the meantime, Mr. D'Amico does have information to share with the SBC, before it goes on hiatus, about cost drivers for the various options:

- Building a new Hardy behind the current Hardy is the lowest cost and closest to "baseline," with only an estimated \$500,000 additional premium due to the potential need for a few modular classrooms during construction.
- Renovating and adding onto the existing Hardy will cost about \$500,000 more than new, with an additional premium for swing space of an estimated \$5.8 million.
- A new Upham behind the existing Upham is likely to have about \$4.1 million additional costs for site work and ledge removal.
- A new Upham on the footprint of the existing Upham would cost about \$2.6 million additional for site work/ledge removal, plus about \$5.8 million for swing space.

Mr. King asked whether the SBC members are concerned that further delays will continue to add costs to the project. Mr. Hutchins said given the uncertainties, in his own business, the approach to cost

estimating is not changing right now. His company is currently carrying estimates of ½ percent escalation per month.

Mr. Ulfelder said he understands the need for a quantitative look at delaying the project but feels, under the current circumstances, there is not much of a choice to move forward without the level of participation needed by the community. Ms. Gray agreed.

The Committee reached consensus on delaying the work until mid-July, but opted not to take a vote. Ms. Gray confirmed with Mr. D'Amico that the MSBA is looking for a letter from the Town to request the extra time, but does not need a formal vote. The SBC concluded that it will meet briefly as needed to review and approve invoices or address other concerns.

Ms. Freiman voiced concern about the October submission deadline and suggested asking the MSBA for an extension to January 2021. Mr. D'Amico advised that any additional time would need to be approved by the MSBA Board of Directors. It makes sense to work toward the October 27 date and notify them as soon as possible if further delays are necessary.

#### **Traffic study review**

Ms. Olsen advised making the best use of the extra time by taking additional looks at the traffic data that has been collected. She recommends a two-step process of taking the time to clarify the original study, and if necessary, add more work to provide additional information to the SBC.

Mr. Ulfelder questioned the invoice for the extended traffic analysis, asking what the work would include. Ms. Olsen clarified the level of analysis that is being requested was outside the original scope of work and would require a more numerical analysis to support the recommendations made in the original traffic study.

Mr. Ulfelder asked for further discussion regarding the new proposal as he is not confident in the level of service provided so far. Ms. Sawitsky said she is not comfortable with the assumption that 85% of students will be driven to school, as well as the assumption that drivers will return home using the same route that they arrived. Ms. Olsen said that 2016 survey information on walking/driving/busing has been received and incorporated, and it might be helpful if a new survey were generated.

Ms. Olsen explained that Beta is offering to do-over the trip generation and assignment portions (where drivers are going to/from), and the level of service based on those trip generations and assignments.

Ms. Gray wondered if any of the existing problems with the Hardy site can be resolved with improved site circulation. She advocated for flexibility in the long term, given that it can't be predicted how drivers will behave given different opportunities for entering and exiting the site.

Mr. Ulfelder suggested going back to a working group to discuss an alternate proposal. Ms. Gray noted if anyone is interested in participating in the working group discussion to let her or Mr. D'Amico know.

### **Hunnewell**

Mr. Ulfelder moved to approve Compass invoice CPM-69.20.1 in the amount of \$210.00 for website services. Mr. Gagosian seconded. **Roll call:** Mr. Ulfelder – Yes, Ms. Ferko – Yes, Ms. Freiman – Yes, Ms. Gard – Yes, Mr. Gagosian – Yes, Mr. Hassanein – Yes, Mr. Hutchins – Yes, Ms. Jop – Yes, Mr. King – Yes, Ms. Martin – Yes, Ms. Sawitsky – Yes, Mr. Soliva – Yes, Ms. Gray – Yes. The motion carried 13-0.

### **Adjournment**

At approximately 7:26PM Ms. Gray adjourned the School Building Committee meeting.