



Consentino School Building Committee Remote Meeting September 21, 2023

Governor Healey has extended pandemic-related authorizations thereby allowing remote and hybrid meeting options for public bodies through March 31, 2025.

I. Call to Order

II. Review Previous Meeting Minutes for Approval

- a. August 28, 2023

III. OPM Report

- a. Budget/Invoice
- b. Schedule
- c. Request to Vote new team members of CPL
- d. Request to Vote to approve Designer Amendment 6

IV. Design Team Report

- a. Review and sign off on for the 2 additional proprietary products
- b. 90% Construction Documents Submission
- c. Request to vote to allow the OPM & Design team to submit the 90% CD Package to the MSBA
- d. Request to vote to allow Dore + Whittier to proceed with 100% Construction Documents starting November 10, 2023

V. Alternates

VI. Solar Panels

VII. Next Steps

- a. Next SBC meeting will be held Thursday November 6, 2023, at the standard time of 9:00 am.

VIII. Questions and Comments

IX. Adjourn

I. Call to Order.

Dr. Marotta, Chairperson Pro tem called the meeting to order at 9:00 am. A roll call was requested with the following results:

Mr.	Bevilacqua	Present	Mr.	Pfifferling	Present
Mr.	Boucher	Present	Dr.	Poor	Present
Mr.	Bucuzzo	Present	Ms.	Sullivan	Present
Mr.	DiBurro	Absent	Mrs.	Perkins	Present
Mr.	Dorrance	Absent	Mayor	Fiorentini	Absent
Dr.	Marotta	Present			

Also present were:

A. Michael	Carroll MCPPO, Senior Project Manager - Colliers Project Leaders
Michele	Rogers, AIA, MCPPO, Senior Associate, Dore+Whittier
Suzanne	Yeung, MCPPO, Colliers Project Leaders
Allison	Barnes, Assistant Project Manager - Colliers Project Leaders
Donald	Walter, AIA, MCPPO, Dore+Whittier



Consentino School Building Committee Remote Meeting September 21, 2023

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II. Review Previous Meeting Minutes for Approval

a. August 28, 2023

A motion was made by Ms. Sullivan to approve the minutes as presented. Mr. Boucher seconded the motion. A roll call vote was requested with the following results:

Mr.	Bevilacqua	Yes	Mr.	Pfifferling	Yes
Mr.	Boucher	Yes	Ms.	Sullivan	Yes
Mr.	Bucuzzo	Yes	Mrs.	Perkins	Yes
Dr.	Marotta	Yes			

Motion passes

III. OPM Report.

Ms. Yeung reported that the OPM report had been submitted to the MSBA as of August 31, 2023.

In relation to the financial section (budget and invoices, Mr. Carroll underscored the \$45,712 invoice for the water. He commented that the project continued to be on budget. Mr. Carroll reported that the 60% documents had been submitted to the MSBA and yesterday, comments had been received back regarding the submission. He noted that in the next couple of days both Colliers and Dore+Whittier will be drafting responses on behalf of the district to the MSBA within a ten (10) day time frame. Additionally, the OPM stated that the 90% completion documents are slated for a November 9, 2023 submission date with plans for the bidding process to begin in January 2024.

Mr. Carroll commented at the last SBC meeting, questions had arisen regarding changes in the Colliers' team during the project since MSBA required formal notification of any changes. He noted that one of the questions concerned the number of team members who had been involved in MSBA projects. Mr. Carroll reported that a document had been shared with the building committee regarding this matter. He introduced Derek Osterman, Senior Director of Project Management who was available to answer any questions.

Mr. Osterman commented that he was available to discuss the team and hoped that Mr. Carroll and Ms. Yeung were doing a good job for Haverhill. He related that the Consentino project was a significant project and Haverhill was an important client for Colliers.

Superintendent Marotta asked if Mr. Carroll's current assignments were a fair workload and allowed him to devote attention to the Consentino project.

Mr. Osterman responded that Mr. Carroll would be available over the life of the project and that directors tend to carry multiple projects and was paired with Suzanna Yeung in his projects.

The superintendent asked if there would be a full-time on-site person with the assumption of daily contact on the project.

Mr. Osterman responded that during construction, Colliers designated a construction representative in addition to Mr. Carroll and Ms. Yeung continued involvement. He clarified



**Consentino School Building Committee Remote Meeting
September 21, 2023**

that the construction representative would have more technical expertise and specializes in on-site services/monitoring during construction.

Dr. Marotta suggested that the committee have the opportunity to vet the potential construction representative prior to the assignment.

Mr. Osterman agreed to this recommendation.

A motion was made by Mr. Pfifferling to approve the new members of the CPL team. Ms. Sullivan seconded the motion. A roll call vote was requested with the following results:

Mr.	Bevilacqua	Yes		Mr.	Pfifferling	Yes
Mr.	Boucher	Yes		Ms.	Sullivan	Yes
Mr.	Bucuzzo	Yes		Mrs.	Perkins	Yes
Dr.	Marotta	Yes				

Motion passes

Regarding Designer Amendment 6, Ms. specified that the acoustical survey’s cost had been revised from \$5,500 to \$4,400.

In response to Mr. Bevilacqua’s question if the amendment was within the budget, Ms. Yeung replied yes.

A motion was made by Ms. Sullivan to approve Designer Amendment 6. Mr. Pfifferling seconded the motion.

Superintendent Marotta noted a typographical error regarding the cost \$4,000 which Ms. Yeung indicated would be revised.

Ms. Rogers confirmed the amount was \$4,000.

A roll call vote was requested with the following results:

Mr.	Bevilacqua	Yes		Mr.	Pfifferling	Yes
Mr.	Boucher	Yes		Ms.	Sullivan	Yes
Mr.	Bucuzzo	Yes		Mrs.	Perkins	Yes
Dr.	Marotta	Yes				

Motion passes

IV. Design Team Report.

Ms. Rogers offered that the design team was continuing its efforts to reduce the products on the proprietary items list. She noted that there is a proprietary item (tectum/technical panels) that meet both a great acoustical value that meets the sound reading for spaces and has the required fire rating requirements. Additionally, she related that stainless steel toilet partitions are durable and satisfy the maintenance requirements. Ms. Rogers affirmed that these two products were the only ones currently on the market and are also owned by the same company.



Consentino School Building Committee Remote Meeting September 21, 2023

Mr. Bevilacqua wondered if the proposed products were of good quality and would not pose a maintenance issue in the future.

Ms. Rogers clarified that the products were of higher durability than the original product and would be easier to maintain for the district.

Mr. Carroll offered that these products had been recommended by Mr. Dorrance, HPS Facilities Director.

It was made clear that these items would need a formal vote from the school building committee.

A motion was made by Mr. Bevilacqua to approve the two (2) proprietary products. Mr. Boucher seconded the motion. A roll call vote was requested with the following results:

Mr.	Bevilacqua	Yes		Mr.	Pfifferling	Yes
Mr.	Boucher	Yes		Ms.	Sullivan	Yes
Mr.	Bucuzzo	Yes		Mrs.	Perkins	Yes
Dr.	Marotta	Yes				

Motion passes

Ms. Rogers continued that the 90% construction document package would be submitted to MSBA on November 9, 2023, which is a very expedited schedule. She referenced the refinement of the drawings and updated site plans, wrapping up the bid documents, and the beginning of the permitting process. Ms. Rogers reported that last night the variance for the height of the school (four-stories) was approved by the city. She noted that the appeals process has begun and will conclude at the end of October. Ms. Rogers stated that but that there was no opposition to the variance, and if there are no appeals it will lead the project into the full permitting process. She added that after the 90% submission, the project will proceed to development of the final bid documents. Ms. Rogers ended this section, saying that the MSBA had provided minimum comments on the 60% CD package, which was a good sign.

Ms. Yeung stated that the 90% CD vote would be postponed until a future meeting.

V. Solar Panels and VI. Alternates.

In regards to solar panels, Ms. Rogers reported that the solar study will consist of an analysis and lifecycle costs for adding solar panels to the building along with an analysis of how much power can be achieved from the building. She was awaiting a schedule update and hoped to have information available at the next meeting so that informed decisions could be made about whether or not to include the solar panels as part of the base project or alternates.

Mr. Carroll reaffirmed that the building committee had voted to authorize a study not to exceed a value of \$100,000 to move forward with that study. He reported that the actual cost was much lesser than that amount. Mr. Carroll stated that the city energy consultant Mr. Pacheco who attended the last meeting was also doing some calculations on his own and was provided information from Colliers.



Consentino School Building Committee Remote Meeting September 21, 2023

VII. Next Steps.

VIII. Ms. Yeung proposed the next SBC meeting be held on November 6, 2023 at 9:00 am.

Mr. Carroll stated that the meeting would be held on a Monday, due to the accelerated schedule to meet the 90% CD submission date of November 9, 2023.

There was consensus to move forward with the Monday, November 6, 2023 meeting.

A motion was made by Ms. Sullivan to adjourn the meeting (9:30 am). Mr. Boucher seconded the motion.

A roll call vote was requested with the following results:

Mr.	Bevilacqua	Yes		Mr.	Pfifferling	Yes
Mr.	Boucher	Yes		Ms.	Sullivan	Yes
Mr.	Bucuzzo	Yes		Mrs.	Perkins	Yes
Dr.	Marotta	Yes				

Documents referenced in the meeting minutes:

[4a. Consentino DRAFT - Proprietary Products Master List - v1 \(1\).pdf](#); [3a. HCMS Monthly OPM Report \(August 2023\) R1.pdf](#); [3d. ESR](#); [3c. CPL Active MSBA Projects and Personnel.pdf](#); [6. ESR Solar Study](#)