

PERMANENT BUILDING COMMITTEE
SCHOOL BUILDING COMMITTEE SUB-COMMITTEE
MEETING MINUTES



Project:	Clinton Middle School	Project No:	20200640305
Subject:	School Building Committee Meeting	Meeting Date:	11/14/2023
Location:	ZOOM	Time:	6:30 PM
Distribution:	Attendees, Project File	Prepared By:	E. Grijalva
MSBA Module:	4- Schematic Design		

Meeting Agenda

1. Call to Order & Number of Voting Members
2. Column Software PBC Invoice for Approval
3. Previous Topics and Approval of October 17, 2023, MM
4. Invoices and Commitments for Approval
5. LPA|A Update – Discussion on Building Control Systems
6. Construction Management @ Risk Update
7. Other Topics not Reasonably Anticipated 48 hours prior to the meeting
8. Public Comment
9. Next Meeting
10. Adjourn

Name

Affiliation

Steven Meyer*	Superintendent – PBC Member
Chris McGown *	Head of DPW - Chair of PBC
Michael Moran*	PBC Member
Brian Delorey*	PBC Member
Chris Magliozzi*	Vice Chair of PBC
Michael Ward*	Town Administration – PBC Member
Matthew Varakis	School Committee- Vice Chair
Brian Farragher	Director of Facilities
Shane McCarthy	Teacher
Becky Tollis	CMS Board Member
Pam Gaw	School Committee Member
Matt Wilder	Public
Jamie J.	Public
Jeremiah Driscoll	Public
Luke Hickey	Public
Trip Elmore	DWMP- Project Director
Elias Grijalva	DWMP – Assistant PM
Peter Caruso	LPA A – Project Manager
Kevin Seaman	Seaman Engineering Mechanical
Azim Rawji	ART Engineering Electrical
Christine McCall	Consigli Construction
David Fontaine Jr	Fontaine Bros
Beth Paulson	Fontaine Bros
Mark Abdella	Fontaine Bros
Jamie Blume	Fontaine Bros
Christian Riordan	Suffolk Construction
Josiah Herbert	Shawmut Design & Construct.

***PBC Voting Members**

Item No	Description	Action
19.1	<p>Call to Order: 6:33PM meeting was called to order by PBC Chair, C. McGown with 6 of 7 members in attendance. *M. Ward joined the meeting late.</p>	Record
19.2	<p>Column Software PBC Invoice for Approval, in the amount of \$39.60</p> <p>A motion to approve the Column Software Invoice was submitted by B. Delorey and seconded by C. Magliozzi. Discussion: None; Roll Call Vote: B. Delorey(Y), C. Magliozzi (Y), S. Meyer(Y), M. Moran (Y), C. McGown (Y); Abstentions: None</p> <p>All in favor, motion passes, to pay Column Software Invoice.</p>	Record
19.3	<p>Previous Topics & Approval of October 17, 2023, Meeting Minutes:</p> <p>A motion to approve the 10/17/2023 meeting minutes was submitted by S. Meyer and seconded by B. Delorey. Discussion: None; Roll Call Vote: B. Delorey(Y), C. Magliozzi (Y), S. Meyer(Y), M. Moran (Y), C. McGown (Y); Abstentions: None</p> <p>All in favor, motion passes, October 17, 2023, meetings are certified as approved.</p>	Record
19.4	<p>Invoices and Commitments for Approval:</p> <p><u>Invoice 1: DWMP Invoice #015, for the month of October, in the amount of \$15,000.00</u> A motion was made by S. Meyer and seconded by B. Delorey for the approval of the DWMP October invoice. Discussion: None; Roll Call Vote: B. Delorey(Y), C. Magliozzi (Y), S. Meyer(Y), M. Moran (Y), C. McGown (Y); Abstentions: None</p> <p>All in favor, motion passes to approve DWMP October invoice.</p> <p><u>Invoice 2: LPA A Invoice #010, for the month of October, in the amount of \$64,485.00</u> A motion was made by B. Delorey and seconded by C. Magliozzi for the approval of the LPA A October invoice. Discussion: None; Roll Call Vote: Vote: B. Delorey(Y), C. Magliozzi (Y), S. Meyer(Y), M. Moran (Y), C. McGown (Y); Abstentions: None</p> <p>All in favor, motion passes to approve LPA A October invoice.</p>	Record

19.5

LPA|A Update – Discussion on Building Control Systems

Record

P. Caruso introduces Kevin Seaman, mechanical engineer from Seaman Engineering who discusses the mechanical controls.

Mechanical Controls: What makes a Building Automated System (BAS) truly open?

- Serviced by multiple contractors.
- Open protocol – multiple people can service it and get into the software.
- No licensing restriction
- Thin Client Access (web browser) – Access the system anywhere in the world.
- Replacement controllers available for purchase
- Affordable and accessible software tools
- Access to factory training

Truly Open Systems have all Three.

- **Open Protocol**
 - Characteristics are published and may be used freely.
 - Often misinterpreted as interchangeable with open systems
 - Bacnet standard
- **Open Procurement**
 - Anyone can purchase hardware. No restriction.
- **Open Service**
 - Tools required to work on a system are available to anyone.
 - Anyone can serve.
- **Niagara Interoperability Conformance Statement (NICS)**
 - Written into the Specifications – forces away from proprietary system.

Locked In Manufacturers:

- Johnson Controls, Honeywell, Siemens, Trane, Alberton, automated logic

Open Manufactures:

- KMC Controls, VYkon, Distech Controls, Facility Explorer, Niagara 4, Honeywell Webs

M.Moran asks who does the updates to the software when you have an open system.

K. Seaman states we set up this system in a way where you can get a service contract and if that vendor doesn't work out, you can hire a different vendor.

P. Caruso states that Kevin can also specify training programs in the specifications to suit the school's needs, for example a recording, for training purposes.

C. Magliozzi asks what is the lifecycle of this technology? How fast will this technology go obsolete?

K. Seaman replies with the sensors and thermostats are durable, the co2 sensor has a 10-year warranty. In 10-years the devices will start to wear out, and you'll need to replace them, but maybe by then there will new technology that works better.

M.Moran asks who overs the commissioning agent?

T. Elmore replies that the MSBA covers the cost of the commissioning agent as part of their commitment to the projects, and they have a pool of around 10-20 commission agents.

Lighting Controls: Interior lighting shall be controlled with an automatic control device to shut off building lighting in all spaces and shall function on either:

- A scheduled basis using a time of day operated control device that turns lighting off at specific programmed times; or
- An occupant sensor that shall turn lighting off within 30 minutes of an occupant leaving a space.
- An unscheduled basis by occupant intervention
- Each space shall have at least one control device to independently control general lighting. Shall be activated manually or automatically by sensing an occupant.
- Each perimeter office shall have manual control to uniformly reduce the connected lighting load by 50% or shall be provided with automatic daylighting controls.
- Each perimeter classroom shall have a manual control to uniformly reduce the connected lighting load by 50% and shall be provided with automatic daylighting controls. Classrooms shall have the ability to dim or switch off lights at the presentation/teaching front wall. Lighting controls shall be integrated with the HVAC controls.
- Emergency LED egress and exit lighting shall be provided and will be fed from the emergency life safety branch of the emergency/standby system.

Lighting Controls LEED Requirements - Option 1

For all shared multioccupant spaces, meet all the following requirements.

- Have in place multizone control systems that enable occupants to adjust the lighting to meet group needs and preferences, with at least three lighting levels or scenes. (Off/On/Mid-level)
- Lighting for any presentation or projection wall must be separately controlled.
- Switches or manual controls must be located in the same space as the controlled luminaries. A person operating the controls must have a direct line of sight of the controlled luminaries.
- The lighting control will be integrated with the HVAC control. For example, if the sensors do not detect occupants in space within 30 minutes, then the lights shut off. This can be tied in with the HVAC system by also turning it down to a minimum or shutting off.

T. Elmore asks if the lighting controls are locally controlled?

P. Caruso replies, yes, it is a LEED requirement for all shared multizone spaces.

T. Elmore asks, can you control the system with your phone?

A. Rawji replies, you can give individual people permission to control the system.

C. Magliozi asks, can the same vendor monitoring the HVAC controls, can they help with the lighting controls?

A. Rawji replies, unfortunately, they are different vendors for each control system.

Security

- Video Surveillance:
 - Monitor all entry/exits, building perimeter, each stair landing, public spaces & corridors.

- Access Control:
 - Consisting of proximity card readers/key fobs at entry/egress doors.
 - An electric lock and an intercom at the front door with the ability to release the front door from the administration office will be provided.

- Intrusion Detection:
 - Monitor all exterior doors and ground floor windows.
 - Door positions switches will be provided on all exterior doors.
 - Motion detectors will be provided in all rooms with windows accessible from the ground.
 - Keypads to arm/disarm the system will be provided at the building entrance.

M.Moran asks, is there any detection of a door being open?

P. Caruso replies, yes.

Fire Alarm: Provide an addressable fire alarm system with voice evacuation and connection to the fire department.

- Fire alarm system shall conform to applicable codes, supported by standby batteries to support 24 hours of full supervisory operation followed by 15 minutes of alarm.
- Provide combination audiovisual signaling appliances located in all egress pathways, classrooms, public and common areas. Visual devices will be included in all offices. All devices installed per applicable codes.
- Manual pulls stations installed at means of egress.
- Smoke detectors shall be in or at all egress pathways, stairwells, elevators, and mechanical, electrical, and similar rooms.
- Sprinkler tamper and flow devices shall be wired for trouble and alarm indication to FA control panel.
- Provide public safety radio distributed antenna system to boost emergency responder radio frequencies.

Public Address / Clock System

- Speakers will be located in classrooms, administration areas, assembly areas and in public and common areas. Classroom speakers will be talk-back type. Emergency call stations will be provided in each classroom, as well as in all instructional and public areas.
- The system will provide the front office with the ability to make announcements throughout the building premises, to a limited area, or to an individual room. Any telephone handset in the building will be capable of initiating a page. In the front office, the administration staff can select whether they want to initiate or respond to a call via the PA handset, make announcements or play background music through the speaker. The system will be capable of supporting multiple and simultaneous communications.

- A master time & control system will be provided. The system will comprise a master clock that controls and synchronizes the time on peripheral clocks located throughout the school. The system will also control other peripheral devices such as bells, etc. and utilize the school public address system to sound pre-programmed tones for class changes. Clocks will be provided in classrooms, offices, public and assembly areas, and in administration areas.

Discussion:

19.6

Construction Management @ Risk Update

Record

T. Elmore shares the results from the Construction Manager Qualifications and the next steps towards obtaining a CM for this project.

INTERESTED CM APPLICANTS: **12**; Submitted Qualifications: **10**

- CM Subcommittee reviewed RFQ and provided comments/feedback.

November 14, 2023 - PBC meeting and ranks Qualifications.

November 15, 2023 - Distribute RFP to Qualified CM's

November 21, 2023 - CM Site Walk-Through

December 05, 2023 – Receive CM Proposals

- CM selection subcommittee reviews and ranks CM proposals prior to interview.

December 13, 2023 - Interview CM firms

December 19, 2023 - PBC Meeting - Recommendation to Award CM Contract

January 2024 - Award SD estimating Purchase Order

Results

Place	CM Applicant	Score
1st	Fontaine Bros	99
2nd	Consigli	90
3rd	Shawmut	89
4th	WT Rich	85
-	Turner	81
-	Bond Building	74
-	Suffolk	72
-	DOC	73
-	Commodore	65
-	Lee Kennedy	62

Prequalified Firms to submit proposals: Fontaine Bros, Consigli, Shawmut & W.T Rich

Non-Prequalified Firms: Turner, Bond, Suffolk, DOC, Commodore, Lee Kennedy

C. Magliozzi highly suggest that every member of the permanent building committee should be involved in ranking the proposals and attending the interviews.

	<p>CM RFP & Interview Selection Subcommittee</p> <ul style="list-style-type: none"> • OPM Representative: Trip Elmore • Designer Representative: Eric Moore • District Member #1: Michael Moran • District Member #2: Steve Meyer • District Member #3: Chris Magliozzi • District Member #4: Brian Delorey • District Member #5: Michael Ward • District Member #6: Chris McGown <p>M.Moran asks, what happens if there is a tie? T. Elmore replies, if you should have a tie, we'll have to vote again. We would have another ballot, disassemble the votes and see if that breaks the tie. I guarantee it's going to be a very difficult decision. All firms that made the shortlist are well qualified.</p> <p>December 13, 2023 - Interview CM firms</p> <ul style="list-style-type: none"> • Interview Hours: 12PM-4PM • Interviews will be held at Clinton Town Hall • CM's will have 45minutes to an hour to do their presentation and answer questions. <p>Discussion: None</p>	
19.7	<p><u>Other Topics not Reasonably Anticipated 48 hours prior to the Meeting:</u></p> <p>Discussion: None</p>	Record
19.8	<p><u>Public Comment:</u></p> <p>Discussion: None</p>	Record
19.9	<p><u>Next Meeting:</u> 12.13.2023 – CMS Construction Managers Interview @ Clinton Town Hall from 12PM-4PM 12.19.2023 – CMS Building Committee Remote @6:30PM – Location: Remote via Zoom</p> <p>Discussion: None</p>	Record
19.10	<p><u>Adjourn: 8:00PM</u> a motion was made by S. Meyer and seconded by M.Moran to adjourn the meeting.</p> <p>Roll Call Vote: B. Delorey(Y), C. Magliozzi (Y), S. Meyer(Y), M. Moran (Y), C. McGown (Y);</p> <p>Abstentions: None</p> <p>All in favor, the meeting is adjourned.</p>	Record

Sincerely,
DORE + WHITTIER
 Elias Grijalva
 Assistant Project Manager
 Cc: Attendees, File

The above is my summation of our meeting. Please contact me for incorporation into these minutes if you have any additions and/or corrections.