

# Agawam High School

Agawam, MA

School Building Committee Meeting #3

February 14, 2023

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# TODAY'S AGENDA

1. Call meeting to order
2. Approval of previous Meeting Minutes *[vote required]*
3. Review Project Budget, Approve Invoices & Commitments *[vote required]*
4. OPM & Designer Updates
  - a. Update on Designer Selection Process
  - b. Preliminary Design Concepts
5. Schedule Update
6. New Business/Comments
7. Public comment
8. Adjourn



# MEETING MINUTES

## VOTE:

Approval of Meeting Minutes from the January 10<sup>th</sup> SBC Meeting



AGAWAM HIGH SCHOOL PROJECT – Agawam, MA

**SCHOOL BUILDING COMMITTEE (SBC) MEETING – KICK-OFF MEETING**

December 13, 2022 3:00PM

In-Person Meeting

High School Building Committee  
Agawam Public Library, Pierce Conference Room  
750 Cooper Street  
Agawam, MA 01001

William Sapelli- Chair	Jim Blain	Jennifer Bonfiglio	Raymond Casella
Robert Clickstein	Louis Conte	Dawn DeMatteo	Sheila Hoffman
Timothy Karetka	Brian Melloni	Brian Pagella	Anthony Suffrin
Robin Wozniak	Christopher Caputo	Linda Liporto	Janus Riefstahl
Jim Rogers	Adele Sands	Jay Faxon	

**Meeting Minutes for December 13, 2022**

A scheduled meeting of the High School Building Committee was held on December 13, 2022 at 3:00pm, at the Pierce Conference Room in Agawam Public Library. Committee members and attendees present were:

Voting Member	Present	Absent	Notes
William Sapelli-Chair	X		
Jennifer Bonfiglio	X		
Raymond Casella	X		
Robert Clickstein	X		
Louis Conte		X	
Dawn DeMatteo	X		
Sheila Hoffman	X		
Timothy Karetka		X	
Brian Melloni	X		
Brian Pagella	X		
Anthony Suffrin	X		
Robin Wozniak	X		
Christopher Caputo	X	X	
<b>Project Team Members</b>			
Linda Liporto			LeftField - Senior Project Manager
Janus Riefstahl	X		LeftField - Project Director
Jim Rogers	X		LeftField - Owner
Adele Sands		X	LeftField - Education Liaison
		X	

Meeting was called to order by Chair-Mayor Sapelli at 3:04pm.  
(7 voting members required for a quorum).

Agawam High School Building Committee Meeting Notes – December 13, 2022  
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# BUDGET TRACKING

Agawam High School - Agawam, MA

January 31, 2023

**Total Project Budget Status Report**

ProPay Code	Description	Total Project Budget	Authorized Changes	Revised Total Budget	Total Committed	% Cmtd to Date	Actual Spent to Date	% Spent to Date	Balance To Spend	Uncommitted	Comments
<b>FEASIBILITY STUDY AGREEMENT</b>											
0001-0000	OPM Feasibility Study/Schematic Design	\$ 350,000		\$ 350,000	\$ 350,000	100%	\$ 30,000.0	9%	\$ 320,000	\$ -	
0002-0000	A&E Feasibility Study/Schematic Design	\$ 700,000		\$ 700,000	\$ -	0%	\$ -	0%	\$ -	\$ 700,000	
0003-0000	Environmental & Site	\$ 146,850		\$ 146,850	\$ -	0%	\$ -	0%	\$ -	\$ 146,850	
0004-0000	Other	\$ 53,150		\$ 53,150	\$ 263	0%	\$ 263	0%	\$ -	\$ 52,887	
	<b>SUB-TOTAL</b>	<b>\$ 1,250,000</b>	<b>\$ -</b>	<b>\$ 1,250,000</b>	<b>\$ 350,263</b>	<b>28%</b>	<b>\$ 30,263</b>	<b>2.4%</b>	<b>\$ 320,000</b>	<b>\$ 899,737</b>	
<b>TOTAL PROJECT BUDGET</b>		<b>\$ 1,250,000</b>	<b>\$ -</b>	<b>\$ 1,250,000</b>	<b>\$ 350,263</b>	<b>28%</b>	<b>\$ 30,263</b>	<b>2%</b>	<b>\$ 1,219,737</b>	<b>\$ 899,737</b>	
<b>FUNDING SOURCES</b>											
	Maximum State Share	\$ 748,000				59.84%					
	Local Share	\$ 502,000				40.16%					
	<b>SUB-TOTAL</b>	<b>\$ 1,250,000</b>				<b>100%</b>					
<b>CONSTRUCTION COST ESTIMATES</b>											
	Date	Estimator	Amount	SF	Cost/SF						
	Designer FS Cost Estimate										
	Designer SD Cost Estimate										
	OPM SD Cost Estimate										
	PFA Budget										

Feasibility Study Agreement Budget Transfers:





# INVOICE LOG

**VOTE: Approval of  
LeftField's invoice for  
January services as  
presented**

## MEMORANDUM

To: Jennifer Bonfiglio, Chief Procurement Officer  
From: Linda Liporto, LeftField, LLC  
Date: February 2, 2023  
Re: Agawam High School - January 2023 Invoice Summary  
Cc: James Riefstahl, LeftField, LLC

Enclosed for approval and processing, please find the following invoices:

INVOICES (Payments)					
ProPay Code	Vendor	Invoice #	Budget Category	Description of Services	Invoice \$
0001-0000	LeftField, LLC	2	OPM Feasibility Study/Schematic Design	FS Phase Project Management Services for January 2023	\$ 15,000.00
LEFTFIELD TOTAL					\$ 15,000.00
TOTAL:					\$ 15,000.00

The invoices listed above are consistent with the Total Project Budget and to the best of our knowledge, are eligible for reimbursement from the Massachusetts School Building Authority. Leftfield, LLC recommends that the invoices be approved and paid.

The January 2023 OPM Monthly Report was electronically submitted to the MSBA and to the Town of Agawam by the required February 12, 2023 deadline. All invoices above are included in the January 2023 Project Budget Report but can be revised if rejected by the Town of Agawam.

If you have any questions, please feel free to contact Linda Liporto, Owner's Project Manager, Leftfield, LLC.



# OPM & DESIGNER UPDATES

## **Designer Selection Process Update:**

- Advertisement for designers was posted on 1/4/23
  - 33 design, engineer & subconsultant firms requested the RFS
- Walkthrough for designers and subconsultants took place on 1/9/23 at the High School
  - 11 companies attended the walkthrough



# OPM & DESIGNER UPDATES

- Proposals were due on 2/1, and 3 design firms submitted proposals
  - **Caolo & Bieniek**
  - **Flansburgh**
  - **JCJ Architecture**
- MSBA confirmed they have the proposals and Agawam HS is on the DSP meeting agenda for **February 28<sup>th</sup>** meeting and interviews at the **March 14<sup>th</sup>** meeting
- Next step – LeftField to fill out references, experience checklist, subconsultant matrix and design firm history for Agawam’s DSP panel member’s review to prepare for internal review on **February 17<sup>th</sup>** and the DSP meeting on **February 28<sup>th</sup>**



# PRELIMINARY DESIGN CONCEPTS

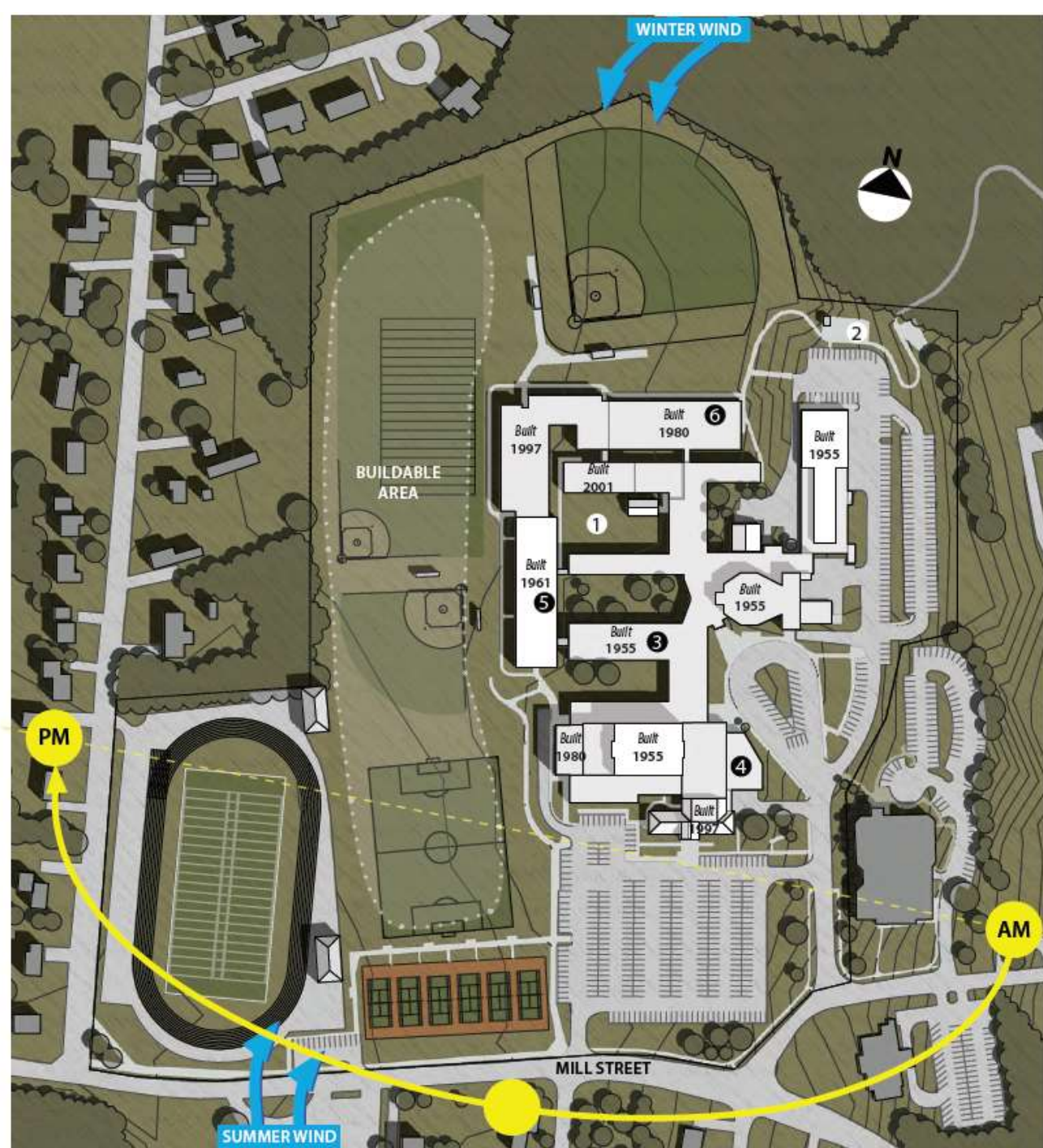




## EVALUATING EXISTING CONDITIONS

Originally built on agricultural land, the Agawam High School site surroundings has gradually transformed into residential neighborhoods. The site is relatively flat with a slight slope towards the east, creating some drainage challenges. The existing school is surrounded by parking and athletic fields that limit emergency access around the school. The lack of a secondary means of access to the school and lack of a Fire Road around the perimeter of the school will need to be addressed. Drop off / pick up zones, bus queuing, through-traffic, and ADA accessibility to site amenities and facilities will need to be improved.

The school building is experiencing significant maintenance issues that are exasperated by the sprawling footprint with large areas of roofs and exterior walls. Staff has done their best with this aged facility, but the building is extremely inefficient to operate, and all systems need a complete overhaul. This study will evaluate the existing site and all building components to provide fact-based information to aid in determining the most appropriate solution that all stakeholders will support. The following pages provide initial thoughts on how this campus can be improved and a place the community can be proud of.





## MAKING A LONG-TERM INVESTMENT

With each project, there is an opportunity to apply our experience in the development of unique solutions that are tailored to the needs of your students, educators and community. We will also look at ways to maximize efficiency in this investment and for ways to maximize the performance and viability of the building over time.

## PRACTICAL SUSTAINABILITY

Some of these strategies and solutions can help continue conservation of energy, water and fiscal resources for the life of the building.



### WASTE NOT, WANT NOT

Reduce energy use through tighter building envelopes, more efficient heating and cooling and the use of daylighting and smart fixtures.



### COMPLEX, NOT COMPLICATED

Newer building systems and controls are complex, and it's important to balance features with feasibility of maintaining these systems.



### MONEY ISN'T THE SOLUTION

Some of the most powerful sustainability strategies are passive. Better building siting, massing and solar orientation can yield up to a 10-20% reduction in energy use without hitting the project bottom line.



### BUILD FOR TODAY, PLAN FOR TOMORROW

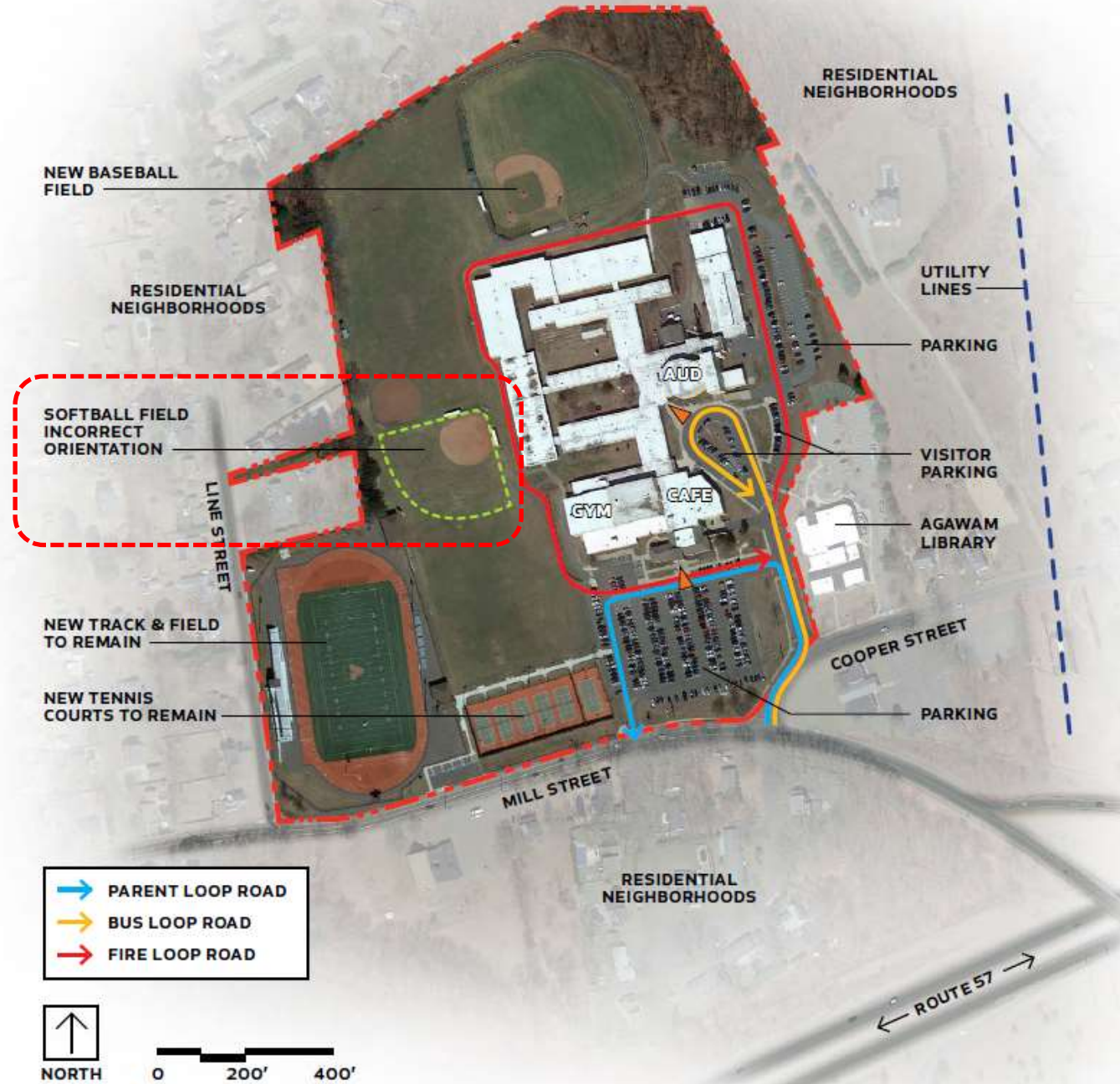
Whether designing adaptable spaces or planning future additions; designing systems that are easily upgraded or preparing for future solar arrays, a truly sustainable building can grow and adapt during its life.



### LEVERAGE PARTNERSHIPS

Leveraging the MSBA's additional 2% reimbursement to integrate cost-effective solutions into the project will continue to save energy, water and money for the life of the building.

## SITE ANALYSIS





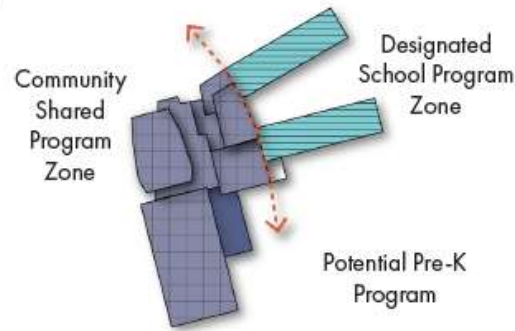
# PROJECT APPROACH

Development of the Educational Program will help reveal the best design approach to achieving a positive learning environment for Agawam's high school students. By understanding the school's curriculum goals and preferred pedagogies, as well as its intentions for sharing school space with the community, CBA will be equipped to provide multiple design solutions during the feasibility study phase. These explored solutions will each include budgetary and programming data to help the Town zero in on a preferred solution that will then be developed into a set of construction documents for bidding. This process will ensure that critical program spaces, such as the science labs, media center, and multipurpose spaces are properly sized and organized to support the schools current and evolving needs moving into the future.

Prior to any engagement or understanding of Agawam's specific goals, CBA has reviewed the standard MSBA Space Summary Template for a high school student population of 955 and determined that realistic solutions are available, on site, for major renovation, add/reno, or new construction solutions. The diagrams to the right are not provided as solutions, but instead as examples of how CBA will work with the Agawam District to

explore pros and cons of different project approaches. In all cases, we will be mindful of Agawam's need to develop a project with minimal disruption to their current programs, including the preservation of their new stadium and tennis courts.

CBA understands the value in executing high quality efficient design and construction administration services without disruption to the existing school operations. During the study phase this is taken into consideration and applied such that construction can ensue to completion without disruption of current operations or a phased approach can be developed to smoothly acclimate students and staff to new facility additions and renovations.

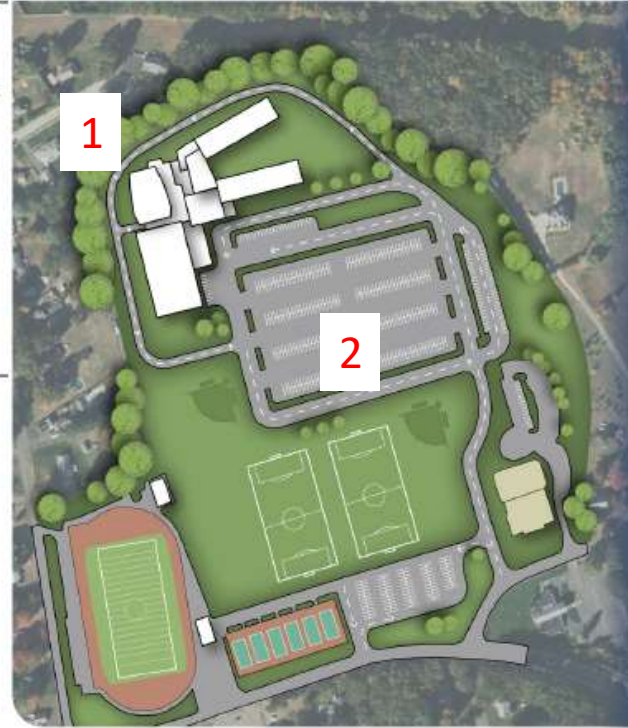


15 MIN

LOCAL & RESPONSIVE TEAM OF CERTIFIED PROFESSIONALS

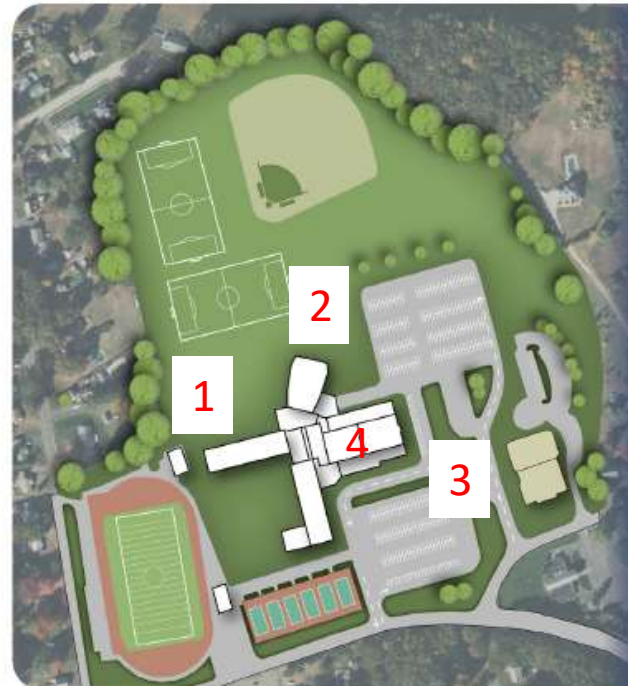


With our offices just 15 minutes away, CBA will be readily available for all site visits and stakeholder meetings.



## NEW CONSTRUCTION CONCEPT

- Construct new school while students remain in existing classrooms
- Occupy new building
- Demolish existing school, complete parking and site improvements

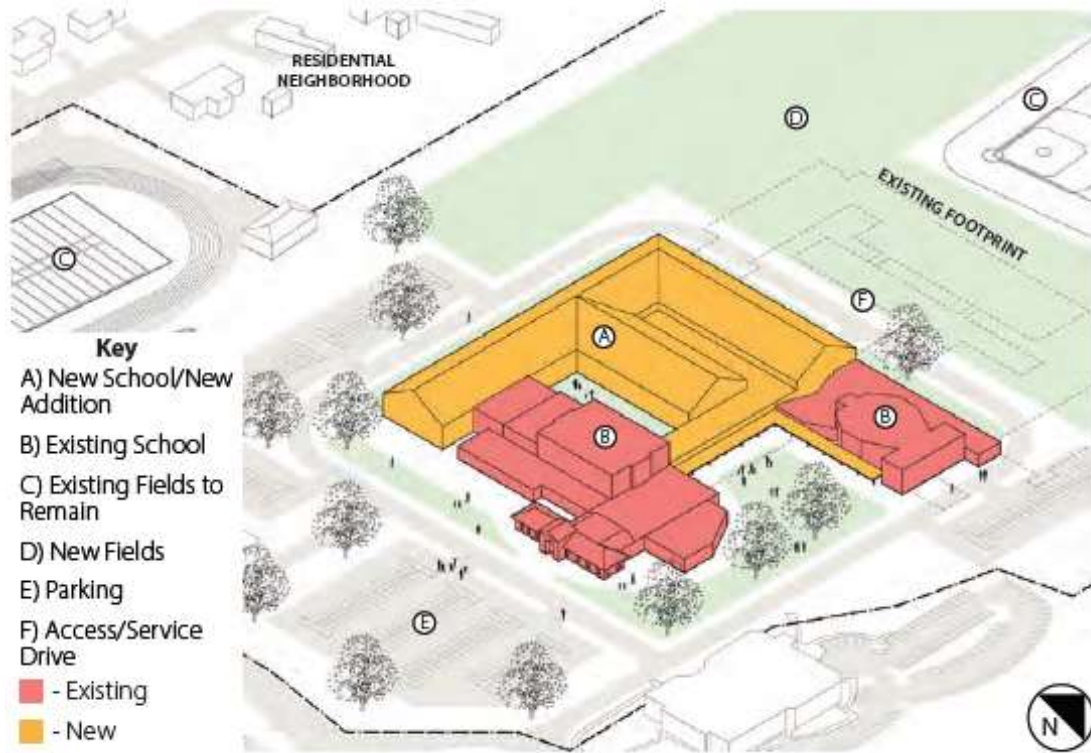


## ADDITION / RENOVATION CONCEPT

- Construct new admin, physical plant and classroom wings.
- Move students to new classrooms and phase demolition of the existing building.
- Complete phased demolition and continue
- Complete parking and site improvements
- Renovate existing Gym and support space

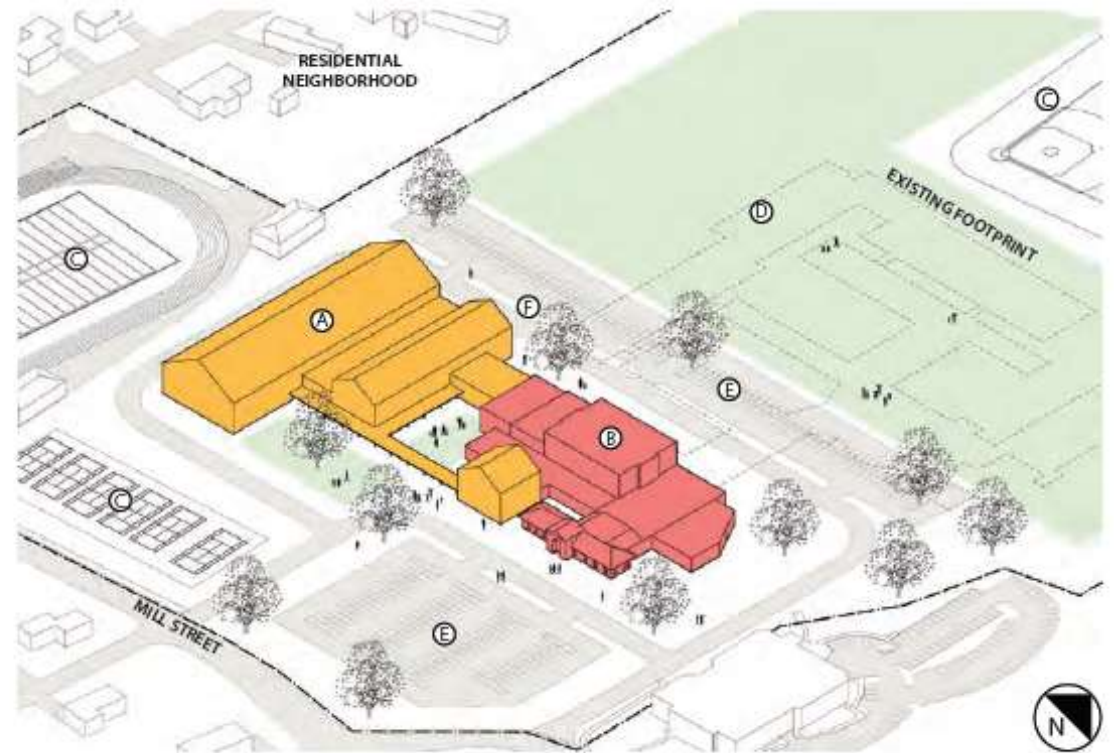






**ADDITION/RENOVATION: 40% OF BUILDING RETAINED**

This initial thought connects the existing gymnasium and auditorium with a straightforward addition. The entrance to the school becomes clearly defined as drop-off zones are relocated to the front with distributed parking throughout the campus. A portion of the 1955 and 1961 one-story classroom wings would be removed in this concept. Program spaces are organized around an outdoor classroom similar to the Sutton Middle/High School Addition/Renovation project below.

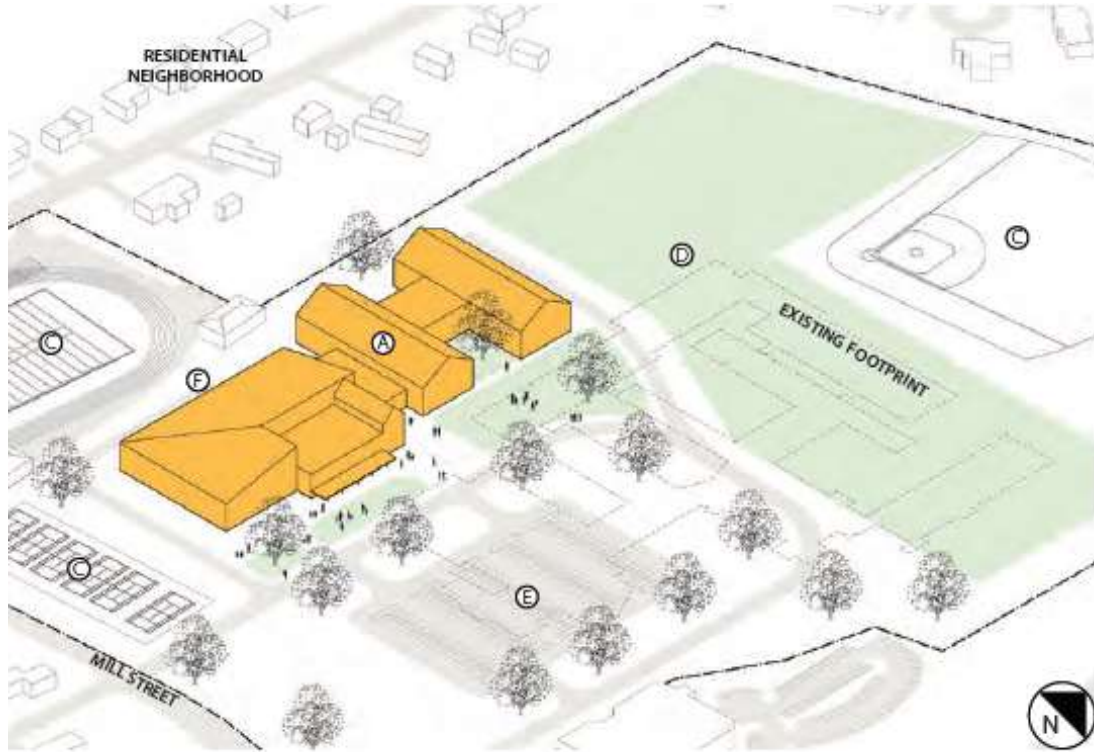


**ADDITION/RENOVATION: 25% OF BUILDING RETAINED**

This initial thought locates a new addition to the west of the existing (1997,1980, partial 1955) wing. A new loop drive surrounds the school improving site circulation and access and field space maximized to the north. This addition is located off the footprint of the existing building minimizing phasing and construction disruption. A bright new cafeteria could link the existing wing with the new addition and serve as event/reception space for gym and performing arts events similar to the image below.

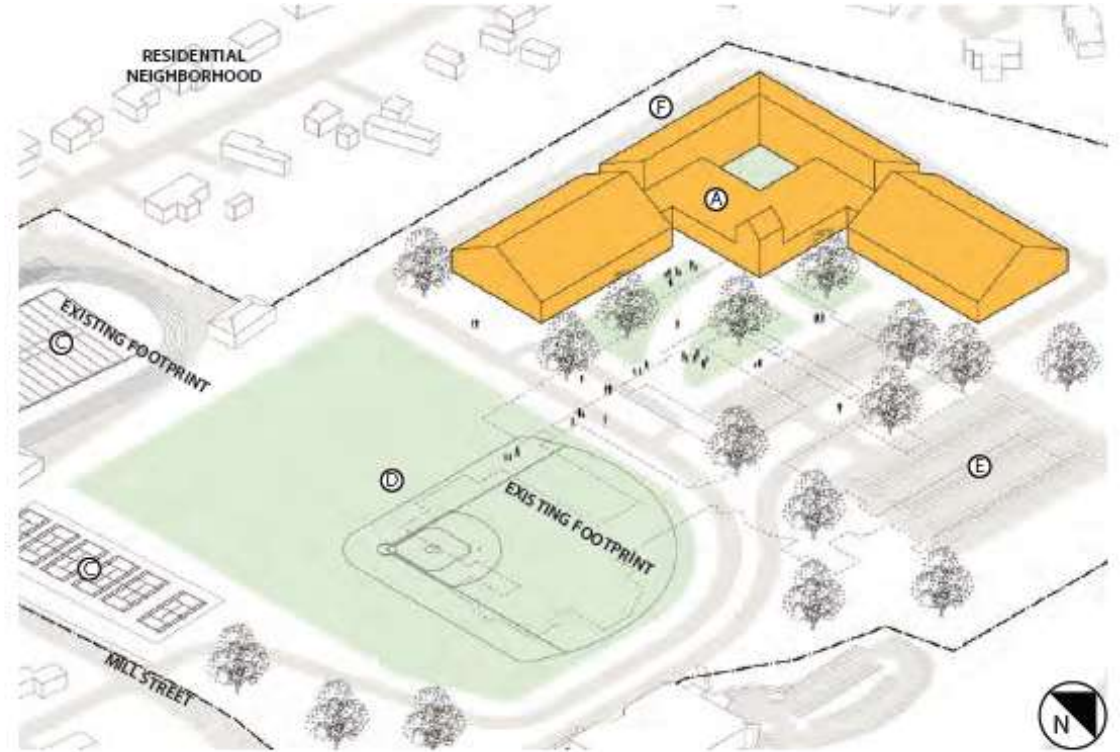






**NEW CONSTRUCTION**

This initial thought creates a compact building footprint with a community wing consisting of the gymnasium, auditorium, and cafeteria to the south and academic houses to the north. The academic houses can be designed to reflect the nearby residential neighborhood while the community wing could be more active and establish a relationship with the stadium to the west, like our St. John's Prep Wellness Center below. This concept avoids the existing building footprint for ease of construction.



**NEW CONSTRUCTION**

This initial thought locates the new school to the north with athletic fields and park space properly zoned together to the south. The building is broken down into two academic houses accessed from a central community hub consisting of the gymnasium, auditorium, and cafeteria. Vehicular and pedestrian circulation is improved and enhanced green space welcomes students and visitors similar to the Holbrook PK-12 school below. This concept avoids the existing building footprint for ease of construction.







## PHASE 1

- Existing site circulation remains
- Existing classrooms remain intact
- Demo south administrative wing
- Construct new classroom wing and cafeteria on parking lot
- Create outdoor dining/classroom courtyard



2. BREAKOUT



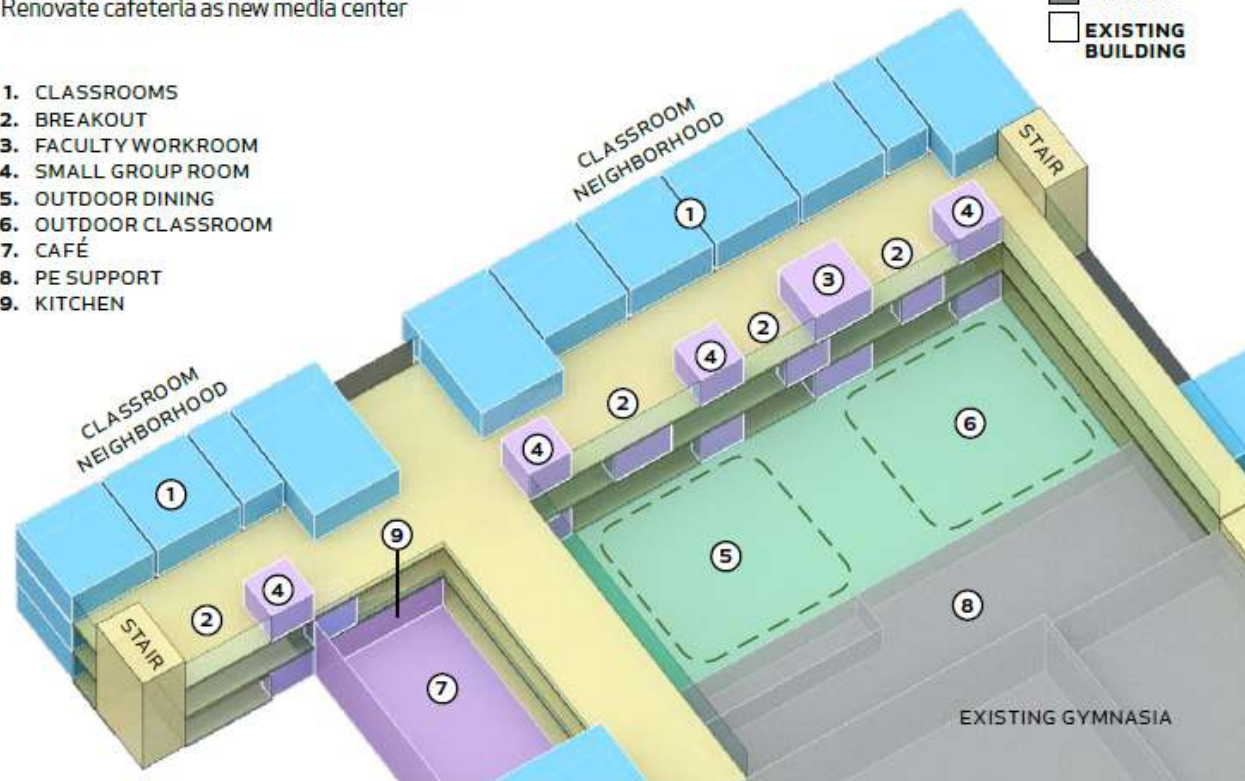
7. CAFÉ



## PHASE 2

- Swing classrooms into new wing
- Demo portions of 1955 classrooms and 1961 wing
- Circulation and access to existing classrooms remains
- Construct new classroom wing with vocational/arts spaces
- Develop outdoor classroom in courtyard space
- Renovate cafeteria as new media center

1. CLASSROOMS
2. BREAKOUT
3. FACULTY WORKROOM
4. SMALL GROUP ROOM
5. OUTDOOR DINING
6. OUTDOOR CLASSROOM
7. CAFÉ
8. PE SUPPORT
9. KITCHEN



## PHASE 3

- Demolish remaining classrooms
- Renovate auditorium and pre-function lobby
- Build new parking lot and practice fields on reclaimed site

- CLASSROOMS
- CIRCULATION
- SITE WORK
- SHARED
- SUPPORT
- PARKING
- EXISTING BUILDING







**NEW BLDG**

**PHASE 1**

- Existing site circulation remains
- Existing school facility remains intact
- Prepare portion of existing south parking lot for lay-down/ construction staging
- Construct 3-level classroom neighborhoods, gymnasias, fitness spaces and support on portion of parking and practice field
- Flex admin spaces into temporary location in new building



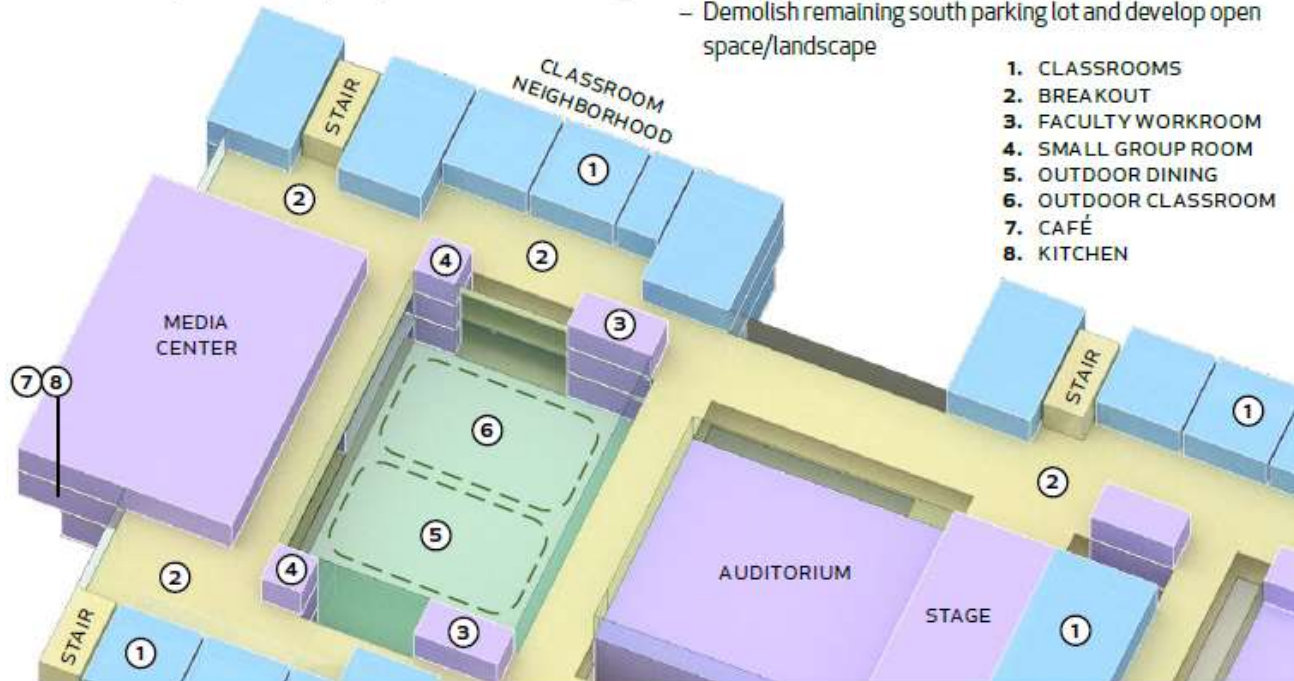
**PHASE 2**

- Demolish existing gyms, fitness spaces and support
- Demolish 1997 administrative addition
- Cafeteria and kitchen remain
- Access to existing classrooms remains intact
- Construct theater, vocational arts, visual arts, music, cafeteria, kitchen, administrative spaces, media center, classroom neighborhoods on south parking lot
- Develop outdoor dining/classroom in new courtyard
- Demolish remaining south parking lot and develop open space/landscape



**PHASE 3**

- Demolish remaining existing facility
- Prepare site for new athletic practice fields
- Construct new visitor, staff and student parking lots, bus and parent drop-off loop.
- Northeast parking lot remains



1. CLASSROOMS
2. BREAKOUT
3. FACULTY WORKROOM
4. SMALL GROUP ROOM
5. OUTDOOR DINING
6. OUTDOOR CLASSROOM
7. CAFÉ
8. KITCHEN



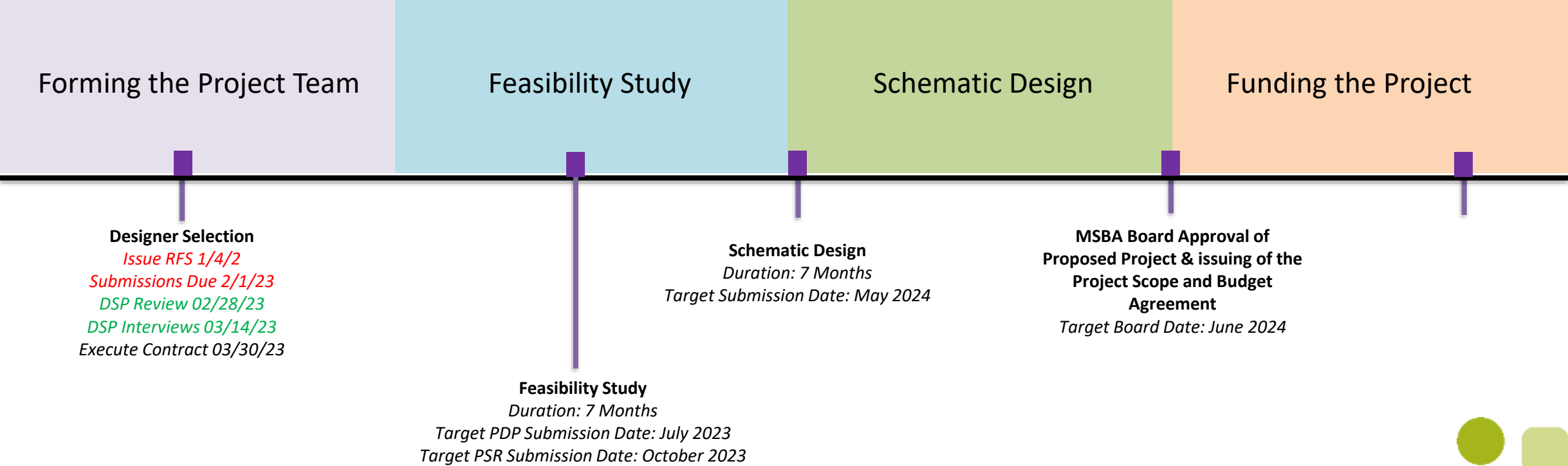
1. CLASSROOM



6. OUTDOOR CLASSROOM



# SCHEDULE UPDATE



# TODAY'S AGENDA

1. Call meeting to order
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4. OPM & Designer Updates
  - a. Update on Designer Selection Process
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Thank You!  
Q/A

