

Agawam High School

Agawam, MA

School Building Committee Meeting #17

December 18, 2023



TODAY'S AGENDA

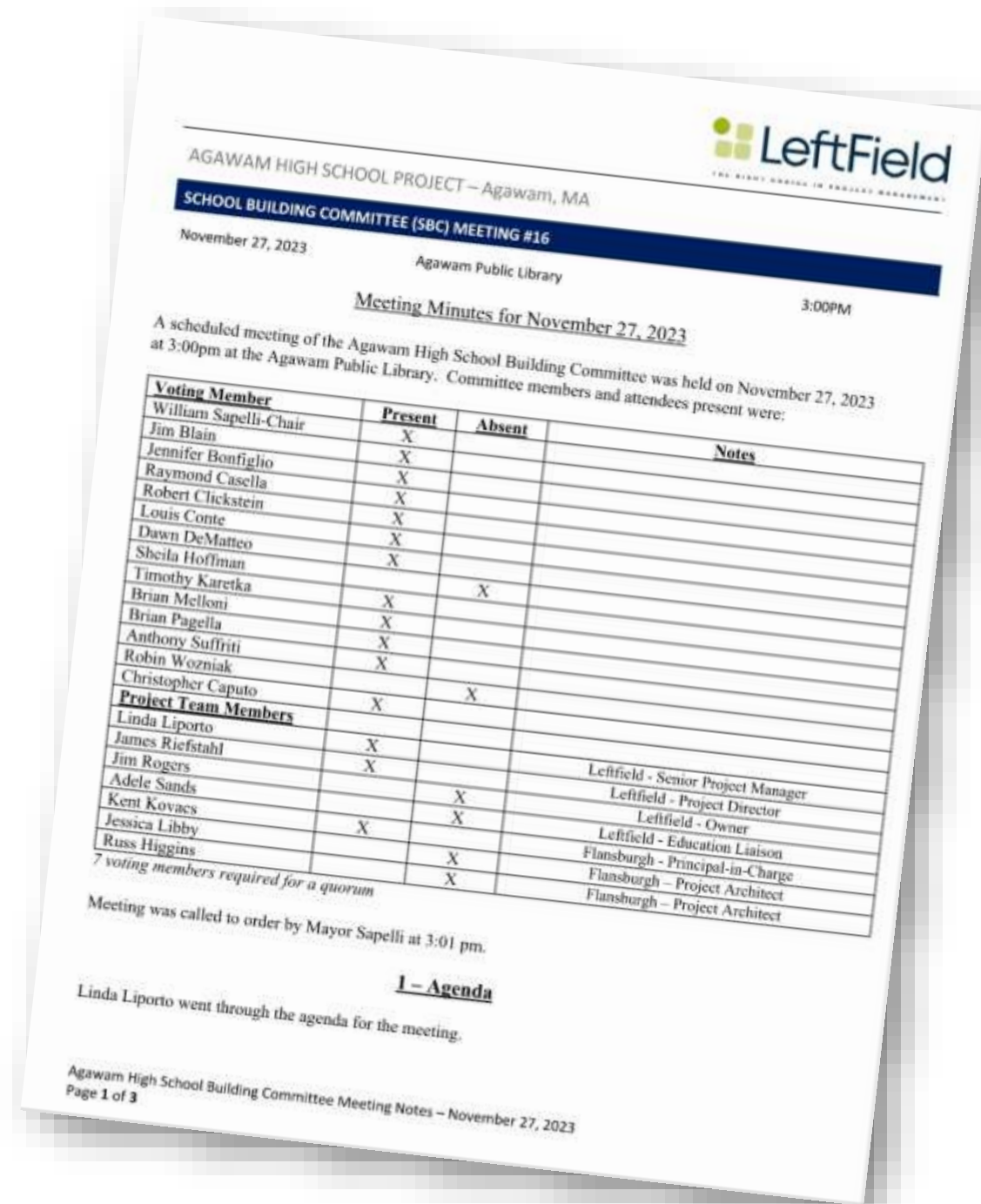
1. Call meeting to order
2. Approval of previous Meeting Minutes *[vote required]*
3. Review Project Budget, Approve Invoices *[vote required]*
4. MSBA Board of Directors meeting update
5. CM-r procurement update
6. Schematic Design update
7. MSBA non-participating spaces
8. Public comment
9. New business
10. Adjourn



MEETING MINUTES

VOTE:

Approval of Meeting Minutes from the November 27th SBC Meeting



BUDGET TRACKING

Agawam High School - Agawam, MA

November 30, 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
FEASIBILITY STUDY AGREEMENT											
0001-0000	OPM Feasibility Study/Schematic Design	\$ 365,000	\$ (15,000)	\$ 350,000	\$ 350,000	100%	\$ 200,000	57%	\$ 150,000	\$ -	
0002-0000	A&E Feasibility Study/Schematic Design	\$ 740,000	\$ (55,000)	\$ 685,000	\$ 685,000	100%	\$ 410,615	60%	\$ 274,385	\$ -	
0003-0000	Environmental & Site	\$ 130,000	\$ (30,000)	\$ 100,000	\$ 100,000	100%	\$ 23,100	23%	\$ 76,900	\$ -	
0004-0000	Other	\$ 15,000	\$ 100,000	\$ 115,000	\$ 611	1%	\$ 611	1%	\$ -	\$ 114,389	
	SUB-TOTAL	\$ 1,250,000	\$ -	\$ 1,250,000	\$ 1,135,611	91%	\$ 634,326	50.7%	\$ 501,285	\$ 114,389	
	TOTAL PROJECT BUDGET	\$ 1,250,000	\$ -	\$ 1,250,000	\$ 1,135,611	91%	\$ 634,326	51%	\$ 615,674	\$ 114,389	
FUNDING SOURCES											
	Maximum State Share	\$ 748,000	59.84%								
	Local Share	\$ 502,000	40.16%								
	SUB-TOTAL	\$ 1,250,000	100%								
CONSTRUCTION COST ESTIMATES											
	Designer F5 Cost Estimate										
	Designer SD Cost Estimate										
	OPM SD Cost Estimate										
	PFA Budget										

Feasibility Study Agreement Budget Transfers:



INVOICE LOG

MEMORANDUM

To: Jennifer Bonfiglio, Chief Procurement Officer
From: Linda Liporto, LeftField, LLC
Date: December 7, 2023
Re: Agawam High School - November 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	12	OPM Feasibility Study/Schematic Design	FS Phase Project Management Services for November 2023	\$ 15,000.00
0002-0000	Flansburgh	33240	A&E Feasibility Study/Schematic Design	FS Phase Project Management Services for November 2023	\$ 45,600.00
				TOTAL:	\$ 60,600.00

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 November 2023 OPM Monthly Report was electronically submitted to the MSBA and to the Town of Agawam by the required December 12, 2023 deadline. All invoices above are included in the November 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.

VOTE: Approval of LeftField's invoice for November services for \$15,000 and Flansburgh's invoice for November for \$45,600 as presented



MSBA Board of Directors update

- Board of Directors meet regularly once a month – with some exceptions
- Agawam High School was on the agenda for the December 13th meeting
- Agenda of invitations into eligibility period, feasibility study, recommendation for projects to proceed to schematic design and entering into project scope and budget agreements
- FAS group reviews project proposals to make recommendations for schematic design & scope/budget agreements
- Voted unanimously to have Agawam High School proceed into schematic design with no comments



CM-r SCHEDULE UPDATE

- Application to The Office of the Inspector General November 27, 2023
- Issue Request for CM Qualifications December 13, 2023
- Request for CM Qualifications Due January 10, 2023
- Issue CM Request for Proposals January 17, 2024
- Pre-Proposal Conference Early January, 2024
- CM Request for Proposals Due February 7, 2024
- CM Interviews February 14-15, 2024
- CM Approved/Notice to Proceed February 16, 2024
- CM at Risk Contract Executed February 19-23, 2024
- CM Preconstruction Services (Design Development) Late February - April, 2024



4.1.2.1 Introduction/ Executive Summary

- A. Summary of Preferred Solution
- B. Overview of Community Outreach
- C. Districts Total Project Budget
- D. Project Description
- E. Visual Aids
- F. MSBA PSR Report

4.1.2.2 Final Design Program

- A. Architectural Characteristics
- B. SB Space Template and Certification
- C. Districts Ed Program Narrative
- D. Instructional Technology Design Narrative
- E. Functional Relationship Design Narrative
- F. Security and Visual Access Requirements
- G. Site Development Requirements
- H. Aesthetic Features of the School

4.1.2.3 Traffic Analysis

Provide an evaluation of existing traffic patterns, both on-site and off-site areas likely to be impacted by the project.

4.1.2.4 Environmental and Existing Building Assessments

Describe the additional site and building assessments that quantified the presence of unsuitable materials and scope of remediation efforts.

4.1.2.5 Geotechnical Analysis

Describe the additional geotechnical analysis as may be required to establish soil conditions, remediation requirements and appropriate foundation requirements.

4.1.2.6 Code And Permitting Analysis

Identify and determine the impact of all applicable federal, state, regional and local codes, regulations and ordinances, including a listing of permitting and other regulatory filing requirements

4.1.2.7 Utility and Soil Analysis

Determine the availability and capacity of all required building utilities. Provide soils analysis and preliminary design for on-site septic/sewage treatment facilities, if required

4.1.2.8 Massing Study

An analysis of the building's integration into its surroundings and neighborhood with drawings, models, or photographs.

4.1.2.9 Building Systems Description

- A. Sustainable Design Elements
- B. Building Structural Systems
- C. Plumbing and HVAC Systems
- D. Fire Protection Systems
- E. Electrical Systems
- F. Information Technology Systems

4.1.2.10 Sustainable Building Design Documents

Completed Sustainable Building Design Guideline scorecard from the Designer showing the attempted credits to be included in the final design

4.1.2.11 ADA and MAAB Compliance

Analysis of the design's compliance with Americans with Disabilities Act and Massachusetts Architectural Access Board

4.1.2.12 Room Data Sheet

4.1.2.13 Proposed Construction Methodology

Describe the criteria and analysis used by the OPM, with the Designer, to compare the construction delivery methods

4.1.2.14 Districts Anticipated Reimbursement

District's anticipated reimbursement rate with incentive points

4.1.2.15 Total Project Budget

Total Project Budget spreadsheet and a summary of the cost reconciliation

4.1.2.16 Designers Cost Estimate

4.1.2.17 OPM Cost Estimate

4.1.2.18 Updated Work Plan

- A. Project Directory
- B. Roles and Responsibilities
- C. Communications and Document Control Procedures
- D. Designers Work Plan
- E. Project Schedule

4.1.2.19 Local Actions and Approvals

- A. SBC Vote Letter
- B. SBC Meeting Minutes

Community Forums:

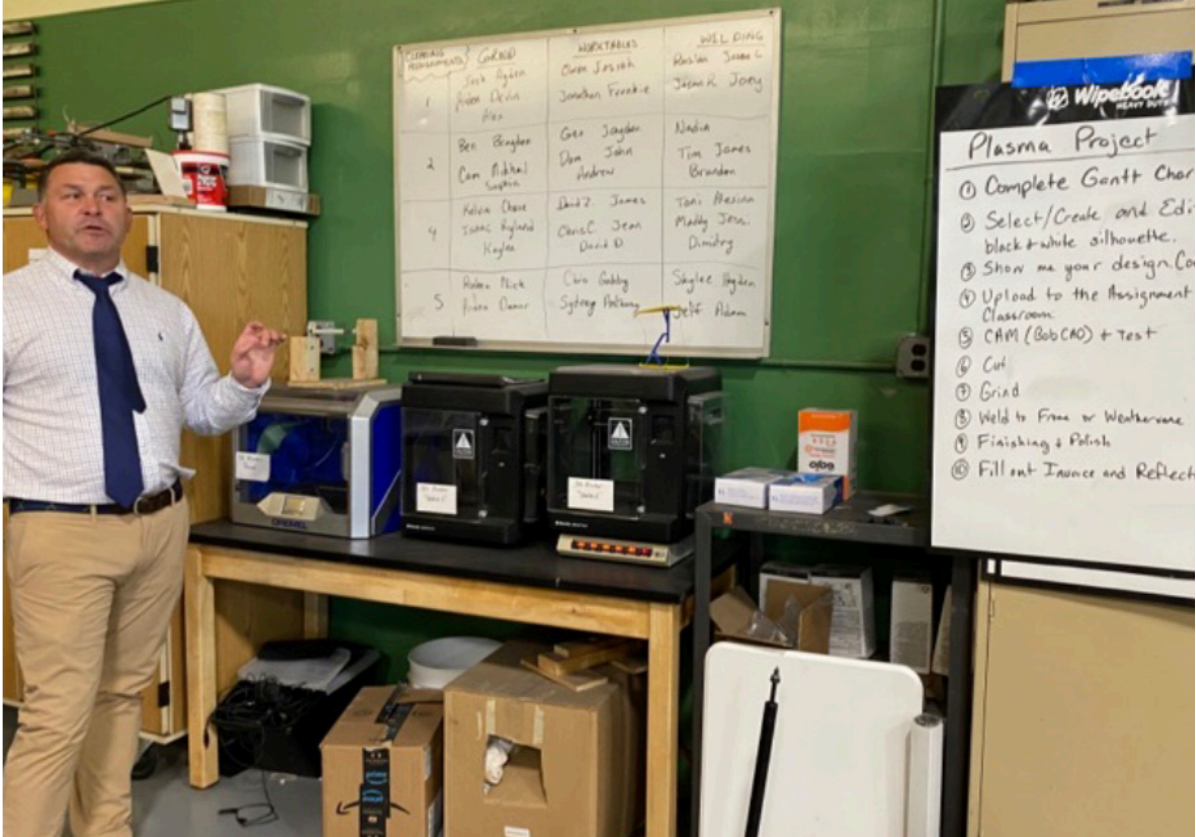
February, March, April, May and June. Once a month and continue at the Agawam High School Library.

City Counsel Working Group Sessions:

Monthly or as Needed

Other Opportunities:

- Forums at the Elementary Schools/Junior High
- Council on Aging at the Senior Center
- Home Owners Associations
- Other Organizations



MSBA non-participation spaces

SPACE	SIZE (NSF)	ESTIMATED COST @797 SF*1.5 GF	REASON(S) WITHIN THE PROJECT	DISTRICT ACTION(S)
Art & Music / Vocations & Technology	150	\$179,325	150 SF Music Office. Keeping a second music office is required to satisfy the music program.	Confirm inclusion in the project.
Health & Physical Education	2,265	\$2,707,807	SF represents Gymnasium, Trainer, Gender Neutral Locker rooms, Trainers Room, Officials Lockers and PE Offices over SF recommended by MSBA. This SF is in line with the current Agawam High School PE department, with the exception of adding additional Gender Neutral Lockers. These spaces are required to satisfy the program.	Confirm inclusion in the project.
Auditorium / Drama	200	\$239,100	Increasing new stage area by 200 sf to 1800 sf. Existing Stage in Agawam High School is 2600 sf. Increasing the stage area to better align with existing stage.	Confirm inclusion in the project.
Administration & Guidance	541	\$646,765	2 AP Offices, 9 Guidance Offices (4 over recommendation), Principals Conference Room. Additional office spaces within administration. The additional space is in line with current Agawam High School Administration Spaces (some SF reduced from existing, but spaces still required)	Confirm inclusion in the project.
Other				
District IT Department	1,400	\$1,673,700	Previously existed at AHS. Proposed size of District IT at the new AHS. Note that the AHS additionally will have its own Network/Telecom Room (200NSF)	Confirm inclusion in the project.
District Special Services–	2,860	\$3,419,130	Previously existed at AHS. Proposed size of District Special Services Offices at the new AHS.	Confirm inclusion in the project.
Green House	1,400	\$483,000*	Use is part of Educational Plan.*Utilizes a \$230/SF cost	Confirm inclusion in the project.
Large Group Instructional Presentation Space	2,800	\$3,347,400	Use is part of the Educational Plan.	Confirm inclusion in the project.
Pre-Kindergarten	14,500	\$11,827,980*	The need exists within the community. Confirm 8 or 10 classrooms.	Confirm inclusion in the project.

