

# Agawam High School

Agawam, MA

School Building Committee Meeting #21

March 25, 2024

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# TODAY'S AGENDA

1. Call meeting to order
2. Approval of previous Meeting Minutes *[vote required]*
3. *Vote to approve invoices from February for LeftField & Flansburgh*
4. Schematic Design submission update
5. Schematic Design next steps – additional testing & site evaluations
6. Public comment
7. New business
8. Adjourn



# MEETING MINUTES

## VOTE:

Approval of Meeting Minutes from the February 26<sup>th</sup> SBC Meeting

AGAWAM HIGH SCHOOL PROJECT – Agawam, MA  
**SCHOOL BUILDING COMMITTEE (SBC) MEETING #20**  
 February 26, 2024  
 Agawam Public Library  
 3:00PM

**Meeting Minutes for February 26, 2024**

A scheduled meeting of the Agawam High School Building Committee was held on February 26, 2024 at 3pm at the Agawam Public Library. Committee members and attendees present were:

Voting Member	Present	Absent	Notes
Mayor Chris Johnson-Chair	X		
Jim Blain	X		
Jennifer Bonfiglio	X		
Raymond Casella	X		
Robert Clickstein	X		
Louis Conte	X		
Dawn DeMatteo	X		
Sheila Hoffman		X	
Timothy Karetka	X		
Brian Melinni	X		
Brian Pagella	X		
Anthony Suffriti	X		
Robin Wozniak	X		
Christopher Caputo			
<b>Project Team Members</b>			
Linda Liporto	X	X	
James Riefstahl	X		
Jim Rogers	X		
Adele Sands			
Kent Kovacs		X	Leftfield - Senior Project Manager
Jessica Libby		X	Leftfield - Project Director
Russ Higgins	X		Leftfield - Owner
Mark Abdella		X	Leftfield - Education Liaison
Frank Payeur	X	X	Flansburgh - Principal-in-Charge
David Fontaine, Sr.	X		Flansburgh - Project Architect
<b>Members of the Public</b>	X		Flansburgh - Project Architect
			Fontaine - VP of CM Services
			Fontaine - Senior Project Manager
			Fontaine - Principal

8 voting members required for a quorum

The meeting was called to order by Mayor Johnson at 3:05 pm.

Agawam High School Building Committee Meeting Notes – February 26, 2024.  
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# BUDGET TRACKING

Agawam High School - Agawam, MA

February 29, 2024

**Total Project Budget Status Report**

ProPay Code	Description	Total Project Budget	Authorized Changes	Revised Total Budget	Total Committed	% Cmt'd 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	\$ 365,000	\$ (15,000)	\$ 350,000	\$ 350,000	100%	\$ 250,000	71%	\$ 100,000	\$ -	
0002-0000	A&E Feasibility Study/Schematic Design	\$ 740,000	\$ (55,000)	\$ 685,000	\$ 685,000	100%	\$ 549,815	80%	\$ 135,185	\$ -	
0003-0000	Environmental & Site	\$ 130,000	\$ (30,000)	\$ 100,000	\$ 100,000	100%	\$ 50,435	50%	\$ 49,565	\$ -	
0004-0000	Other	\$ 15,000	\$ 100,000	\$ 115,000	\$ 611	1%	\$ 611	1%	\$ -	\$ 114,389	
	<b>SUB-TOTAL</b>	<b>\$ 1,250,000</b>	<b>\$ -</b>	<b>\$ 1,250,000</b>	<b>\$ 1,135,611</b>	<b>91%</b>	<b>\$ 850,861</b>	<b>68.1%</b>	<b>\$ 284,750</b>	<b>\$ 114,389</b>	
	<b>TOTAL PROJECT BUDGET</b>	<b>\$ 1,250,000</b>	<b>\$ -</b>	<b>\$ 1,250,000</b>	<b>\$ 1,135,611</b>	<b>91%</b>	<b>\$ 850,861</b>	<b>68%</b>	<b>\$ 399,139</b>	<b>\$ 114,389</b>	

<b>FUNDING SOURCES</b>	
Maximum State Share	\$ 748,000 59.84%
Local Share	\$ 502,000 40.16%
<b>SUB-TOTAL</b>	<b>\$ 1,250,000 100%</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 February services for  
\$20,000 and Flansburgh's  
invoices for \$46,400 and \$12,540  
as presented**

## MEMORANDUM

To: Jennifer Bonfiglio, Chief Procurement Officer  
From: Linda Liporto, LeftField, LLC  
Date: March 8, 2024  
Re: Agawam High School - February 2024 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	15	OPM Feasibility Study/Schematic Design	FS Phase Project Management Services for February 2024	\$ 20,000.00
0002-0000	Flansburgh	33317	A&E Feasibility Study/Schematic Design	FS Phase Project Management Services for February 2024	\$ 46,400.00
0003-0000	Flansburgh	33335	Environmental & Site	FS Phase E&S Services for February 2024	\$ 12,540.00
<b>TOTAL:</b>					<b>\$ 78,940.00</b>

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 February 2024 OPM Monthly Report was electronically submitted to the MSBA and to the Town of Agawam by the required March 12, 2024 deadline. All invoices above are included in the February 2024 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.



# Agawam High School Schematic Design Phase

School Building Committee

March 25, 2024



Agawam Public Schools



**FLANSBURGH**

# Schematic Design Report

Submission: May 2nd, 2024

The following is an outline of the Schematic Design Report

# Schematic Design Report

## 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

## 4.1.2.4 Environmental and Existing Building Assessments

## 4.1.2.5 Geotechnical Analysis

## 4.1.2.6 Code And Permitting Analysis

## 4.1.2.7 Utility and Soil Analysis

## 4.1.2.8 Massing Study

## 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

## 4.1.2.11 ADA and MAAB Compliance

## 4.1.2.12 Room Data Sheet

## 4.1.2.13 Proposed Construction Methodology

## 4.1.2.14 Districts Anticipated Reimbursement

## 4.1.2.15 Total Project Budget

## 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



# Schematic Design Report

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# 4.1.2.2 Final Design Program - B. SD Space Template and Certification

## High School Space Summary

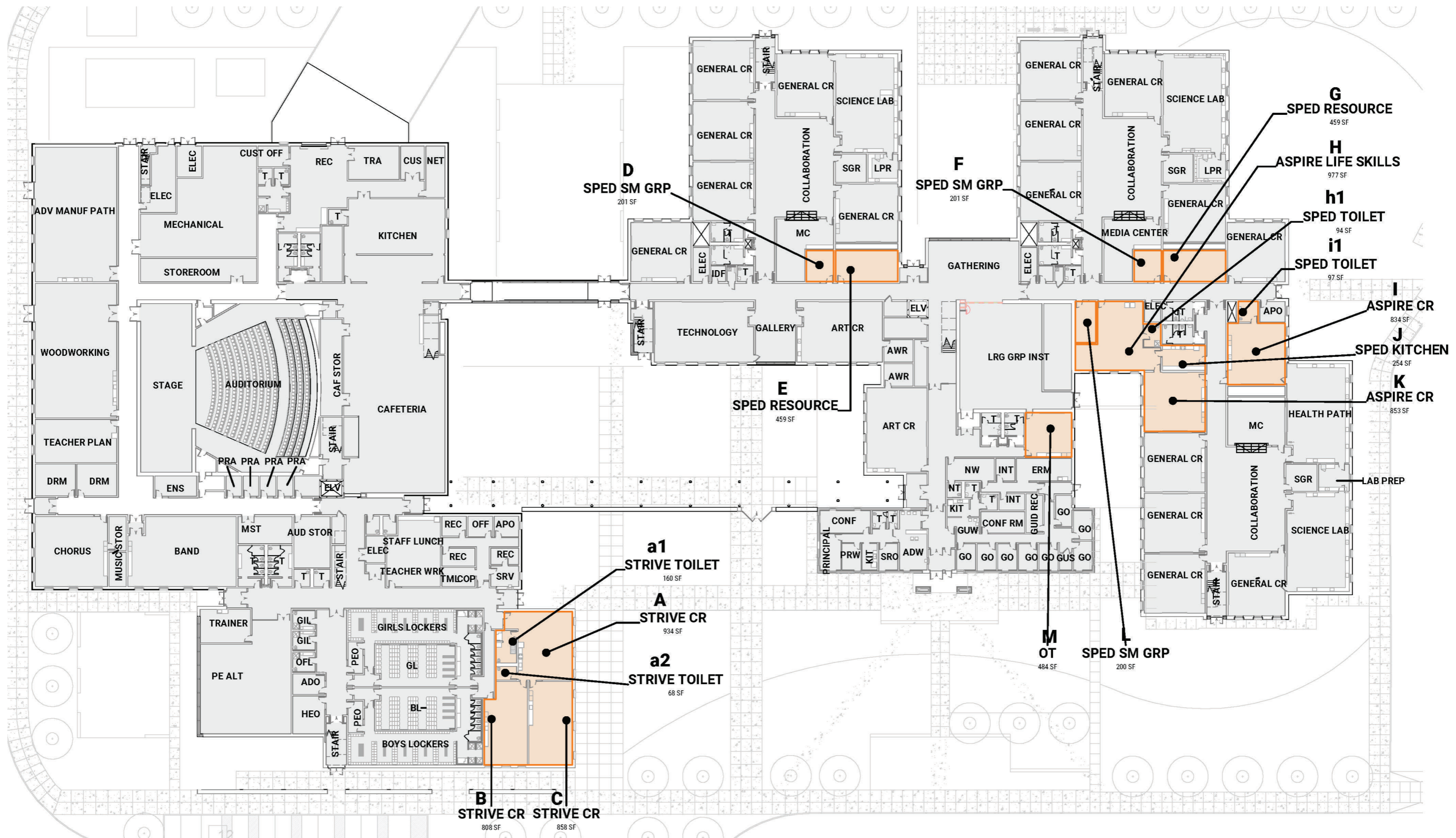
ROOM TYPE	RENOVATED SF	NEW SF	TOTAL
CORE ACADEMIC SPACES	0 SF	49,500 SF	49,500 SF
SPECIAL EDUCATION	0 SF	14,520 SF	14,520 SF
ART & MUSIC	0 SF	6,700 SF	6,700 SF
VOCATIONS & TECHNOLOGY	0 SF	8,640 SF	8,640 SF
HEALTH & PHYSICAL EDUCATION	0 SF	23,820 SF	23,820 SF
MEDIA CENTER	0 SF	5,869 SF	5,869 SF
AUDITORIUM & DRAMA	0 SF	9,456 SF	9,456 SF
DINING & FOOD SERVICE	0 SF	8,508 SF	8,508 SF
MEDICAL	910 SF	0 SF	910 SF
ADMINISTRATION & GUIDANCE	3,182 SF	1,587 SF	4,769 SF
CUSTODIAL & MAINTENANCE	0 SF	2,342 SF	2,342 SF
OTHER	0 SF	7,200 SF	7,200 SF
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GROSS SQUARE FOOTAGE			X1.5
<b>TOTAL</b>			<b>212,720 SF</b>

# 4.1.2.2 Final Design Program - B. SD Space Template and Certification

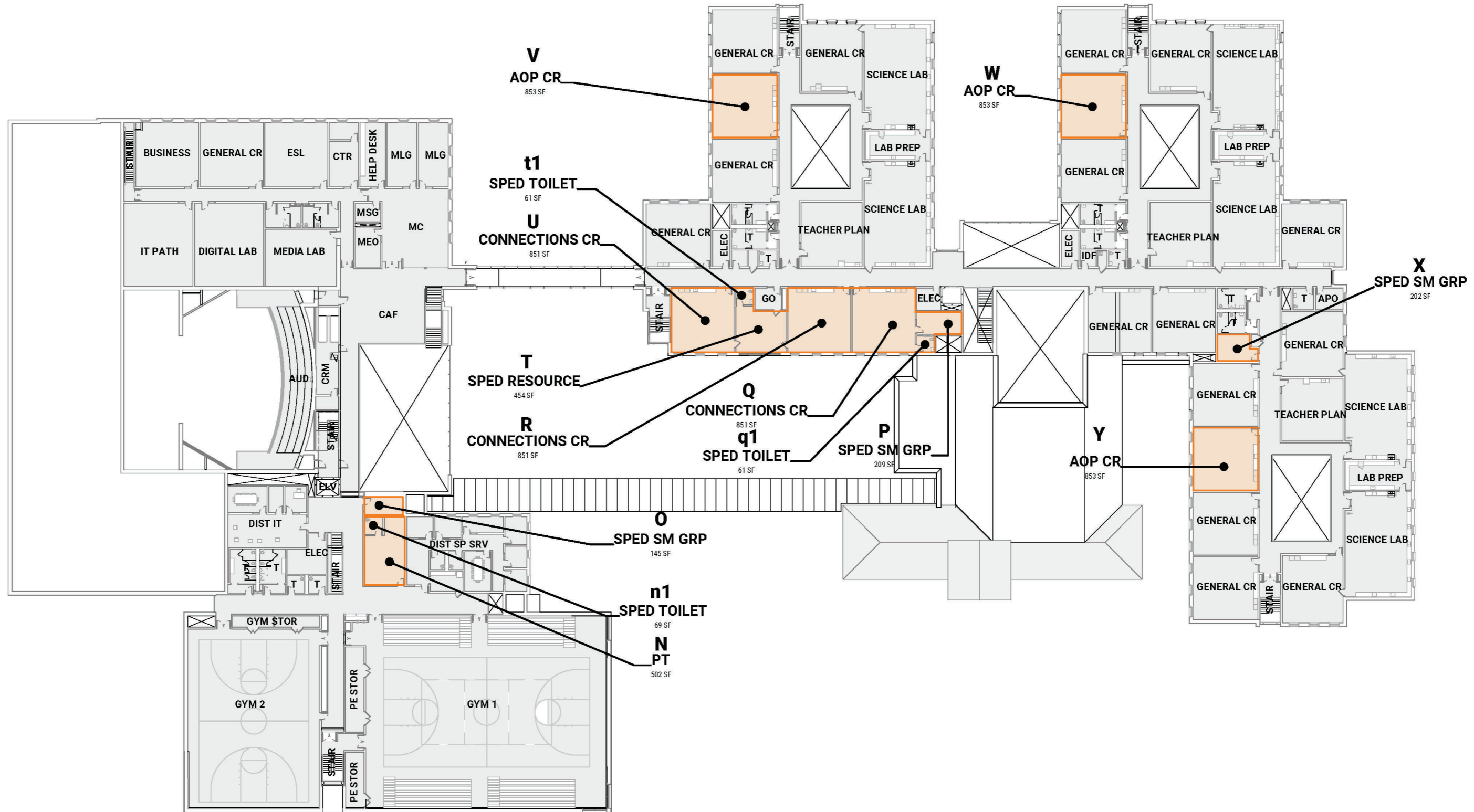
## Pre-Kindergarten Space Summary

PRE-K ROOM TYPE	PROPOSED NET SF	NEW SF	TOTAL
PRE-K CLASSROOMS	10,080 SF	2,520 SF	12,600 SF
RECEPTION/WAITING	450 SF	0 SF	450 SF
MEETING ROOM	240 SF	0 SF	240 SF
PRE-K OFFICES	240 SF	0 SF	240 SF
NURSE	200 SF	0 SF	200 SF
OT/PT	500 SF	0 SF	500 SF
FAMILY RESOURCE	500 SF	0 SF	500 SF
GROSS SQUARE FOOTAGE			X1.5
<b>TOTAL</b>			<b>21,150 SF</b>

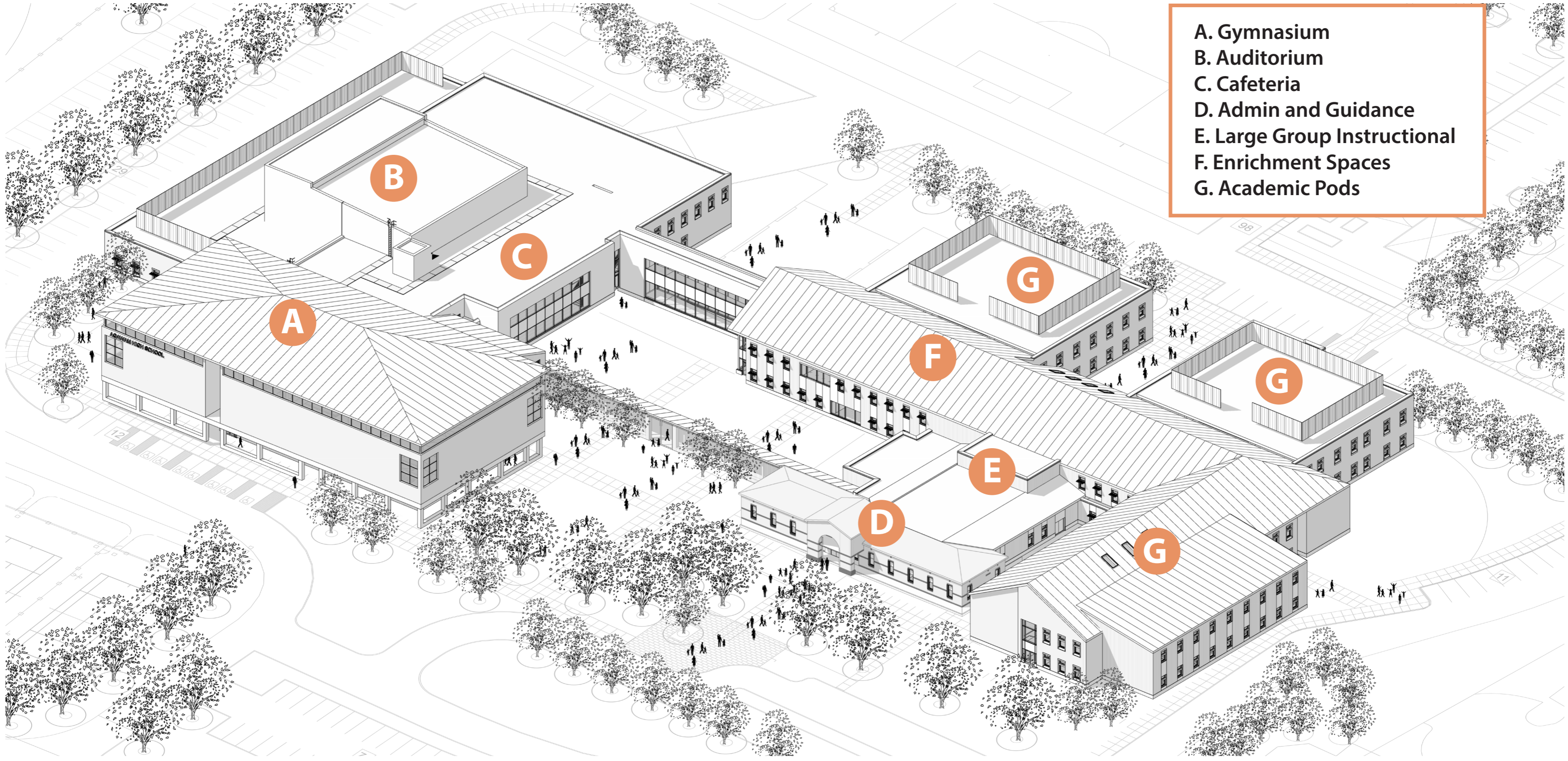
# 4.1.2.2 Final Design Program - C. Districts Educational Program Narrative



# 4.1.2.2 Final Design Program - C. Districts Educational Program Narrative



# 4.1.2.8 Massing study



- A. Gymnasium
- B. Auditorium
- C. Cafeteria
- D. Admin and Guidance
- E. Large Group Instructional
- F. Enrichment Spaces
- G. Academic Pods

# 4.1.2.8 Massing study

## MUSIC/VOCATIONAL

- 1 1/2 Story volume
- Access to loading area
- Access to athletic/music plaza
- Screened mechanical equipment

## AUDITORIUM

- Higher volume for fly tower
- Larger mass internally located to reduce appearance of larger building
- Convenient elevator access to auditorium, catwalk and roof area for maintenance

## ACADEMIC PODS

- Flat roof sections accommodates mechanical units
- Facing north and not visible from the front of the school

## GYMNASIUM

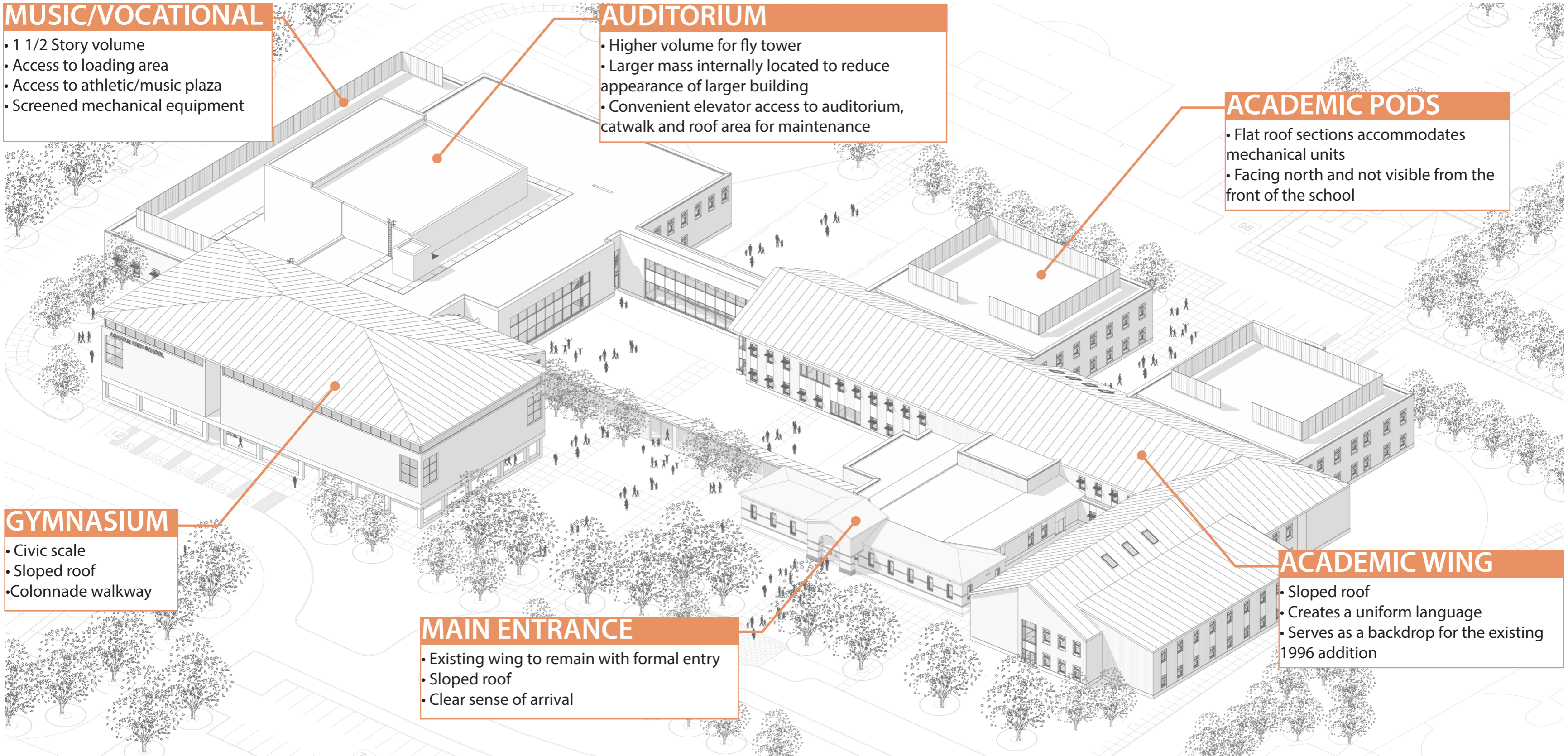
- Civic scale
- Sloped roof
- Colonnade walkway

## MAIN ENTRANCE

- Existing wing to remain with formal entry
- Sloped roof
- Clear sense of arrival

## ACADEMIC WING

- Sloped roof
- Creates a uniform language
- Serves as a backdrop for the existing 1996 addition



# SCHEMATIC DESIGN NEXT STEPS

Site Evaluations

Test Pits

Test Wells for Geothermal system

