

AGAWAM HIGH SCHOOL PROJECT – Agawam, MA

SCHOOL BUILDING COMMITTEE (SBC) MEETING #31

January 27, 2025

Agawam Town Library

3:00PM

Meeting Minutes for January 27, 2025

A scheduled meeting of the Agawam High School Building Committee was held on January 27, 2025 at 3:00pm in the Agawam Town Library. Committee members and attendees present were:

<u>Voting Member</u>	<u>Present</u>	<u>Absent</u>	<u>Notes</u>
Mayor Chris Johnson-Chair	X		
Jim Blain		X	
Jennifer Bonfiglio	X		
Raymond Casella	X		
Robert Clickstein	X		
Dawn DeMatteo	X		
Sheila Hoffman	X		
Timothy Karetka	X		
Brian Melloni	X		
Brian Pagella	X		
Anthony Suffriti		X	
Mackenzie Gamache	X		
<u>Project Team Members</u>			
Linda Liporto	X		Leftfield - Senior Project Manager
Jennifer Carlson	X		Leftfield - Senior Project Manager
Jim Rogers		X	Leftfield – Owner
Adele Sands		X	Leftfield - Education Liaison
Kent Kovacs	X		Flansburgh - Principal-in-Charge
Jennifer Jabs		X	Flansburgh – Project Architect
Jessica Libby		X	Flansburgh – Project Architect
Russ Higgins		X	Flansburgh – Project Architect
Madeleine Le		X	Flansburgh – Project Architect
Mark Abdella		X	Fontaine – VP of CM Services
Jason Boudreau	X		Fontaine – Senior Project Manager
Mike Sarnelli	X		Fontaine – Lead Superintendent
Chelsey Mutrie		X	Fontaine – Lead Estimator
Davida Flynn		X	W.T. Rich – Project Executive, Geothermal Expert
<u>Members of the Public</u>			

7 voting members required for a quorum

The meeting was called to order by Mayor Chris Johnson at 3:06PM.

Agenda

Linda Liporto reviewed the agenda for the meeting.

1 – Approval of Meeting Minutes

Timothy Karetka made a motion to approve the minutes of the December 18, 2024 meeting. Jennifer Bonfiglio seconded the motion. No discussion occurred. The motion was approved 10-0-2-0 (yes-no-absent-abstain).

2 – Approval of Invoices

Linda Liporto provided an update on the status of the budget as of December 2024. LeftField & Flansburgh wrapped up the Design Development phase and the submission of the Design Development Package submitted to the MSBA on December 20, 2024. Fontaine is invoicing towards the Design Development Pre-Construction Services.

Mayor Johnson made a motion to approve the invoices from December for LeftField for \$63,564; Flansburgh for Basic Services in the amount of \$922,296, Site Survey for \$10,312.50, and Other Reimbursables for \$4,400.00; and Fontaine Bros for \$22,000; for a total of \$1,022,570.50. Jennifer Bonfiglio seconded the motion. No discussion occurred. They were approved 10-0-2-0 (yes-no-absent-abstain).

3 – Design Development Update

Flansburgh provided an update on the building design, noting upcoming meetings that are scheduled with teachers and staff to refine design on a smaller scale.

Flansburgh reviewed phasing noting that a portion of the site will be taken over by Fontaine in April in order to start site work. During Phase 1, approximately 100 parking spaces will be displaced.

During Phase 2, the community wing portion of the new building will come online, the school will move a portion of the functions to the new building and a portion of the existing building will be demolished. 100 parking spaces will remain offline during this phase compared to the existing number of spaces.

An update on building energy efficiency and exterior envelope performance was reviewed. The high efficiency of the building envelope ensures a lower number of geothermal wells required as part of the heating and cooling of the building.

4 – Construction Logistics & Phasing

The construction team will begin early site work in April of this year. Work will include enabling site utilities and preparing the site for the foundation work that will be started over the summer. A diagram showing temporary walkways, fencing, and trailers was shown emphasizing student and building user safety as the highest priority. Access changes to the building were reviewed with new walkways going in during each phase to clearly mark travel to and around the building.

It was noted that the building sign will be relocated during Phase 1 to maintain visibility coming in and out of the site. A new sign will be installed with the new building.

5 – Upcoming Parking Changes at the High School

LeftField noted the parking changes again. Approximately 100 spaces will be lost through Phases 1 and 2.

6 – Abutters Meeting

The Project Team will be scheduling an Abutters Meeting before construction begins in April to share upcoming phasing. The Abutters Meeting will be scheduled for February 24th immediately following the SBC meeting.

7 – Prequalification Process

LeftField explained the public procurement process for Filed Sub Bid Trade Contractors on the project, adding that the process would be starting soon for the early bid package work commencing in April. Electrical, Elevators, and Waterproofing trade contractors will be prequalified to bid on the project through a process spelled out in the Massachusetts General Law.

To conduct the prequalification process, a prequalification subcommittee needs to be appointed. This subcommittee will review submissions and deem contractors qualified or not to bid on the project.

Mayor Johnson made a motion to appoint Jennifer Bongfiglio, Brian Pagella, Linda Liporto, Jen Carlson, Kent Kovacs, and Jason Boudreau to the prequalification subcommittee. Jennifer Bonfiglio seconded the motion. No discussion occurred. The motion passed 10-0-2-0 (yes-no-absent-abstain).

8 – Public Comment

None

9 – New Business

None

10 – Adjournment

A motion to adjourn was made by Mayor Johnson, seconded by Raymond Casella. The motion was unanimously approved 10-0-2-0 (yes-no-absent-abstain). The meeting was adjourned at 3:44 PM.