



Kevin J. Murphy
City Manager
Michael McGovern
Assistant City Manager

School Building Committee MSBA Meeting

Meeting Minutes

Date: June 2, 2016
Time: 10:00AM
Location: Mayor's Conference Room

1. - Attendance

Attendees: Kevin Murphy, Mike McGovern, Mike Vaughn, Robert Healy, Conor Baldwin, William Samaras, James Cook, Brian Martin, Gary Frisch, Richard Underwood, and Lisa DeMeo.

Also in attendance: Rodney Conley.

From Skanska: Jim Dowd and Mary Ann Williams

2. - Designer Selection Process

The SBC designated three members as the Designer Selection Panel (City Manager, Superintendent of School/designee and School Committee designee) during the April meeting. This panel will go before the MSBA in Boston on June 21, 2016 at 8:30 a.m.

The Designer Application Review Subcommittee, including R. Healy, W. Samaras, M. Vaughn and B. Martin reviewed the designer applications submitted. The subcommittee met May 26, 2016 to discuss the designer applications. The City Manager noted it is difficult second guess the selected subcommittee that conducted the designer interviews. The City Manager moved to accept recommendation of the subcommittee, seconded by R. Healy. All in favor; so voted.

M. Vaughn brought up the fact that city can only go forward with two of the eight design firms that have applied.

3. - Designer Application Review Subcommittee Report

The committee agrees that the MSBA be presented the subcommittee's recommendation, forgoing a presentation to the SBC.

M. McGovern asked what the MSBA will be looking for in determining the chosen designer. M. Williams noted that the MSBA will look at the results of the last several meetings and may spread the work around to firms specified. Firms will be judged on relevant experience, capacity, application and recent awards. The OPM suggests that the SBC list preference for two to three

firms that the committee would be comfortable with. The City Manager requested that the top three selected by the subcommittee be mentioned: 1) Perkins Eastman, 2) Arrowstreet, 3) SMMA. The OPM supplied minutes from the subcommittee meeting for the SBC members' review. The minutes discussed the application review process and how firm experience played a large part of the selection. The document also highlights the most comfortable and advantageous firm being Perkins Eastman and then Arrowstreet. M. Williams noted that the only reason that the minutes contain a list of the top three firms in alphabetical order rather than preference rank is due to regulations.

4. - Discussion of Designer Applicants

W. Samaras noted that the MSBA can reject all three of the City's selected designers and go with any designer that applied. It is not possible to control the selection, but it will be important for the Designer Selection Panel to state a clear preference to one or more designers. B. Martin asked the subcommittee to clarify their first choice. The subcommittee clearly recommends 1) Perkins Eastman and 2) Arrowstreet. M. Williams noted that in the document to the MSBA, the OPM is not able to rank the designers, but the DSP can express support for one entity.

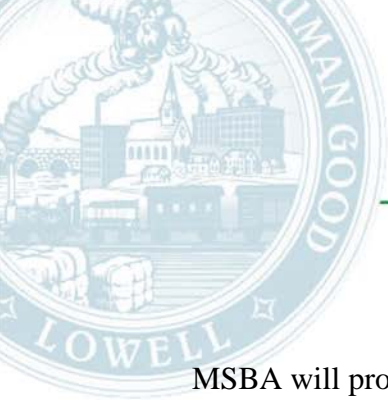
J. Cook wanted to note that Dore and Whittier in particular have two poor reviews from North Reading. The subcommittee discussed if it was the OPM or designer that was at fault for cost control issues. G. Frisch believed that this was a strong negative aspect to this designer.

B. Martin mentioned perhaps getting talking points for each firm to the DSP, especially ones that may highlight Perkins Eastman. M. Vaughn asked if the Designer review document that was distributed to the SBC was submitted to the MSBA as well.

5. - Representatives at DSP Meeting

The DSP Representatives include City Manager K. Murphy, Superintendent of School's designee G. Frisch and the School Committee's designee S. Gendron. These representatives will be responsible for stating the City's designer preference at the meeting in Boston on June 21, 2016.

The OPM suggests that the DSP representatives set a meeting to debrief in regards to the Designer Application Review Subcommittee held on May 26, 2016. The tentative date for the second DSP meeting in Boston is between June 28th and July 14th. B. Martin asked if the SBC should be present when the DSP attends the meeting in Boston, for support. M. Williams and J. Dowd noted that if the committee would like to show support, it is allowed by the MSBA.



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MSBA will provide a document for the DSP asking voting members to read the document and understand the process fully as members may be contacted directly.

6. - Education Plan Update

B. Martin noted that in regards to updating the committee to the education plan, that a walkthrough of the class rooms be done before the architect begins. This will enable the designer to talk to different department heads and teachers, as noted by R. Underwood. J. Cook mentioned the OMR report that matches the state requirements for space versus the physical space needed.

7. - Looking Forward



M. McGovern noted that the project will move into Module 3: Approve Designer, by the end of July.

B. Martin believes that this may be a good opportunity to get feedback from the communities. M. McGovern suggested reaching out to Neighborhood Groups in the fall for their feedback.

The City Manager engaged all members present to ensure that no one had any additional questions or concerns. G. Frisch wanted to thank M. McGovern and R. Conley for giving the School Committee an update regarding the School Building Committee's progress.

R. Healy motioned to adjourn, seconded by B. Martin.





HEATHER VARNEY
Notary Public
Commonwealth of Massachusetts
My Commission Expires Oct. 2, 2020