



MEETING MINUTES

Project: Peabody Welch Elementary School
 Subject: School Building Committee Meeting
 Location: Zoom Conference Call
 Distribution: Attendees, Project File

Project No: MP17-114
 Meeting Date: 2/24/2022
 Time: 9:30 AM
 Prepared By: R. Rincon

Present	Name	Affiliation	Present	Name	Affiliation
	Edward Bettencourt*	Mayor	✓	Mike Burton	DWMP
✓	Joseph Scanlon*	Business Manager	✓	Christina Dell Angelo	DWMP
✓	Beverley Ann Dunne*	SBC Chair		Mike Cox	DWMP
	Josh Vadala*	Superintendent	✓	Rachel Rincon	DWMP
✓	Jarrold Hochman*	SBC Member		Donna DiNisco	DiNisco
✓	James Hafey*	SBC Member		Ken DiNisco	DiNisco
	Peter McGinn*	SBC Member	✓	Vivian Low	DiNisco
✓	Ryan Melville*	SBC Member		Jeff Oxsalida	DiNisco
✓	Michelle Massa*	Welch Principal		Jim Shuttlesworth	DiNisco
	Kara Migliozi*	SBC Member		Todd McCabe	Consigli
	Michael Gingras	SBC Member	✓	Kristy Lyons	Consigli
	Edward Colbert*	SBC Member		Andrew Malian	Consigli
	Albert Talarico	SBC Member		Chris Kavanaugh	Consigli
	Jillian Gonzalez*	SBC Member			
	Jenn Dort*	SBC Member			
✓	Elizabeth McGivern*	SBC Member			
✓	KerriAnne Wheeler*	SBC Member			
✓	Daniel Doucette	SBC Member			
	Thomas Griffin	SBC Member			
	Christopher Lord*	SBC Member			

* SBC Voting Member

Item No.	Description	Action
22.1	Call to Order: 9:39 am meeting was called to order by SBC Chair B. Dunne with 8 of 16 voting members in attendance.	Record
22.2	Previous Topics & Approval of January 20, 2021 Meeting Minutes: A motion to approve the 1/20/2022 meeting minutes as submitted made by M. Massa and seconded by E. McGivern. Roll Call Vote: E. McGivern, J. Hochman, J. Hafey, J. Scanlon, K. Wheeler, B. Dunne, M. Massa. Abstentions: R. Melville. Discussion: None. All in favor: Motion passes, minutes approved.	Record
22.3	<p>Trade Contractor Prequalification:</p> <p>C. Dell Angelo shares a prequalification update.</p> <ul style="list-style-type: none"> ➤ 11/4/21 – Established Prequalification Committee ➤ 12/1/21 – RFQ Available ➤ 1/19/22 – Statement of Qualifications Due <ul style="list-style-type: none"> ○ 102 SOQ's Received ○ 99 Prequalified Trade Contractors ➤ 2/23/22 – Prequalification Subcommittee Report Out to SBC <p><u>Trade Contractors by Category:</u></p> <ul style="list-style-type: none"> ➤ Acoustical Tile <ul style="list-style-type: none"> ○ Prequalified – 4 ○ Disqualified – 0 ➤ Electrical <ul style="list-style-type: none"> ○ Prequalified – 8 ○ Disqualified – 0 ➤ Elevators <ul style="list-style-type: none"> ○ Prequalified – 1 ○ Disqualified – 0 ➤ Fire Protection <ul style="list-style-type: none"> ○ Prequalified – 10 ○ Disqualified – 0 ➤ Glass and Glazing <ul style="list-style-type: none"> ○ Prequalified – 8 ○ Disqualified – 0 ➤ HVAC <ul style="list-style-type: none"> ○ Prequalified – 7 ○ Disqualified – 0 ➤ Masonry <ul style="list-style-type: none"> ○ Prequalified – 10 ○ Disqualified – 0 ➤ Metal Windows <ul style="list-style-type: none"> ○ Prequalified – 8 ○ Disqualified – 0 	

	<ul style="list-style-type: none"> ➤ Misc. Metals <ul style="list-style-type: none"> ○ Prequalified – 8 ○ Disqualified – 1 ➤ Painting <ul style="list-style-type: none"> ○ Prequalified – 8 ○ Disqualified – 1 (Withdraw) ➤ Plumbing <ul style="list-style-type: none"> ○ Prequalified – 5 ○ Disqualified – 0 ➤ Resilient Flooring <ul style="list-style-type: none"> ○ Prequalified – 3 ○ Disqualified – 1 ➤ Roofing and Flashing <ul style="list-style-type: none"> ○ Prequalified – 6 ○ Disqualified – 0 ➤ Tile <ul style="list-style-type: none"> ○ Prequalified – 5 ○ Disqualified – 0 ➤ Waterproofing <ul style="list-style-type: none"> ○ Prequalified – 8 ○ Disqualified – 0 <p><u>Vote:</u> A motion to approve the prequalified list of trade contractors per recommendation from the prequalification subcommittee as presented made by M. Massa and seconded by K. Wheeler. Roll Call Vote: J. Scanlon, J. Hochman, J. Hafey, R. Melville, M. Massa, E. McGivern, K. Wheeler, B. Dunne. Abstentions: None. Discussion: None. All in favor: Motion passes, minutes approved.</p> <p><u>Discussion:</u></p> <ul style="list-style-type: none"> ➤ B. Dunne asks who was on the prequalification subcommittee? C. Dell Angelo responds it consisted of D. Doucette, J. Hafey, D. DiNisco, K. Lyons, and M. Burton. 	
22.4	<p>Design Update:</p> <p><u>Design Schedule:</u></p> <ul style="list-style-type: none"> ➤ 2/24/22 - Invitation to Bid and Prequalification Notice (ERP #1) ➤ 2/24-3/1 - CR/COMMBUYS/Local AD ➤ 3/2/22 - ERP #1 Documents Available ➤ 3/23/22 - Bids Due @ City Hall 2pm ➤ 3/28-3/31 - Invitation to Bid Notice (ERP#2) ➤ 3/31/22 - CR/COMMBUYS/Local AD ➤ 4/6/22 - ERP #2 Documents Available 	Record

	<ul style="list-style-type: none"> ➤ 4/27/22 - Bids Due at City Hall 2pm ➤ 6/13-6/17 - Invitation to Bid Notice (Remaining Trades) ➤ 6/17/22 - CR/COMMBUYS/Local AD ➤ 6/22/22 - Remaining Documents Available ➤ 7/13/22 – Remaining Contractor Bids Due <p>V. Low shares we are also looking at the first phase of the FF&E package. We will likely meet again in the next week or two to finalize that so we can get furniture ordered and delivered on time for installation once phase 1 is complete.</p> <p><u>Discussion:</u></p> <ul style="list-style-type: none"> ➤ None. 	
22.5	<p>Schedule Update:</p> <p>C. Dell Angelo provides a schedule update.</p> <ul style="list-style-type: none"> ➤ March - SBC Meeting to Approve GMP 1 ➤ April - SBC Meeting to Approve 75% CD's Estimate and Reconciliation to submit to MSBA ➤ May - SBC Meeting to Approve GMP 2 ➤ May - SBC Meeting to Approve 90% CD's Estimate and Reconciliation to submit to MSBA ➤ June - SBC Meeting to Approve Final GMP ➤ 6/16/22 - Construction Start <p><u>Discussion:</u></p> <ul style="list-style-type: none"> ➤ None. 	Record
22.6	<p>Other Topics not Reasonably Anticipated 48 hours prior to the Meeting:</p> <ul style="list-style-type: none"> ➤ None. 	Record
22.7	<p>Public Comments:</p> <ul style="list-style-type: none"> ➤ None. 	Record
22.8	<p>Next Meetings:</p> <ul style="list-style-type: none"> ➤ SBC 23 – March 31, 2022 @9:30AM 	Record
22.9	<p>Adjourn: 10:03 am A motion was made by J. Scanlon and seconded by M. Massa to adjourn the meeting, Discussion: None.</p>	Record

Sincerely,

DORE + WHITTIER

Rachel Rincon

Assistant Project Manager

Cc: Attendees, File

The above is my summation of our meeting. If you have any additions and/or corrections, please contact me for incorporation into these minutes.

