



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: 07/16/2020
 Time: 9:00 AM
 Prepared By: R. Donner

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	✓	Terry Hartford	DWMP
✓	Jarrold Hochman*	SBC Member	✓	Rachel Donner	DWMP
✓	James Hafey*	SBC Member			
✓	Peter McGinn*	SBC Member			
	Ryan Melville*	SBC Member			
	Michelle Massa*	Welch Principal			
	Kara Migliozi*	SBC Member			
	Deb Hewitt*	SBC Member			
	Michael Gingras	SBC Member			
✓	Edward Colbert*	SBC Member			
	Albert Talarico	SBC Member			
✓	Jillian Gonzalez*	SBC Member			
	Kelly Hidalgo*	SBC Member			
	Elizabeth McGivern*	SBC Member			
✓	Daniel Doucette	SBC Member			
✓	Thomas Griffin	SBC Member			
✓	Christopher Lord	SBC Member			

* SBC Voting Member

Item No.	Description	Action
4.1	Call to Order: 9:02 am meeting was called to order by SBC Chair B. Dunne with 8 of 14 voting members in attendance.	Record
4.2	Previous Topics & Approval of June 11, 2020 Meeting Minutes: A motion to approve the 6/11/2020 meeting minutes as submitted made by J. Hafey and seconded by E. Colbert. Discussion: None. Abstentions: None. All in favor: Motion passes, minutes approved.	Record
4.3	<p>Designer Selection Update:</p> <ul style="list-style-type: none"> • C. Dell Angelo shares she sent the FTP link to the SBC last night with the designer selection information. C. Dell Angelo mentions, we received 3 proposals for designer services (DiNisco, Miller Dyer Spears (MDS), and SLAM Collaborative). • The full SBC elected to approve the RFS Subcommittee which included J. Scanlon, B. Dunne, E. McGivern, P. McGinn, J. Hafey, and D. Doucette. • C. Dell Angelo explains over the past 3 weeks, the RFS Subcommittee met to review the proposals and come up with a scoring matrix for the designers, to make a recommendation to the 3 member DSP group. • <u>Scoring Matrix:</u> <ul style="list-style-type: none"> ○ C. Dell Angelo shares the scoring matrix was broken up by the different designers then evaluated based on the criteria we felt was important. DiNisco ranked the highest overall with a 96.7. ○ Some of the criteria the subcommittee decided was important was past MSBA experience, experience with renovations and add/renovations, elementary school experience, etc. ○ <u>Final Scoring:</u> <ul style="list-style-type: none"> ▪ DiNisco – 96.7 ▪ MDS – 86 ▪ SLAM – 59.8 ○ <u>Comments:</u> <ul style="list-style-type: none"> ▪ J. Hafey explains it was clear while looking at the proposals. SLAM was out of contention due to their lack of experience with elementary schools and the CORE program. In the end, DiNisco had more experience with the city. ▪ B. Dunne shares E. McGivern could not make the meeting today, but during our group meeting yesterday she brought up a lot of great points. E. McGivern noticed DiNisco understood how demanding our schedule is. DiNisco also has a lot of the same components/features we have discussed for the Welch project. DiNisco also spoke on practical cost-effective solutions and we want to be mindful of the cost on this project. MDS did not have as much experience. They spoke of green design 	Record

and had a nice presentation. They talked about phased occupied construction and did a nice job as well. SLAM's proposal was difficult to follow compared to the others. Other members of the subcommittee also noted they had difficulties evaluating SLAM. They had no experience with the CORE program. Also, the MSBA has a lot of precise requirements and experience with that will be very helpful. The subcommittee wanted a designer that knew how to jump right in.

- M. Burton further explains one-point E. McGivern also brought up that was important was DiNisco hit on the wetlands impact with the floodplain and understood Peabody's ConCom since they had previously done the Higgins Middle School project. M. Burton notes having someone who knows ConCom is hugely important.
- Recap: M. Burton explains we are going to see the MSBA DSP on July 21st at 11:05am. C. Dell Angelo will be coordinating with the SBC members if they would like to watch as this is a public meeting. We are sending 3 members to be part of the DSP. We have discussed some talking points with the members that we would like to have them bring up at the meeting. They will review each proposal individually. We have listed pros and cons for each designer then they will provide a closing and final analysis. C. Dell Angelo notes our part of the meeting will last 40 minutes.
- B. Dunne explains usually for this meeting we would meet in person, but we will be presenting via zoom. The 3 members who will be part of the DSP are Mayor Bettencourt, J. Vadala and B. Dunne. There are 11 members on the panel for the MSBA. All 14 of us will discuss the proposals. At the conclusion, we will have a vote and we will be supporting the number one choice of the committee but, the MSBA has 11 votes. The MSBA may let us know the designer immediately or they will let us know on 8/4. This committee is welcome to view the meeting. We will have the link so you can watch it.
- D. Doucette suggests that the building committee should vote on the 3 proposals that will be presented to the MSBA. D. Doucette notes this will be helpful if the MSBA requires it.
- A motion was made by J. Hochman and seconded by J. Vadala for the full school building committee supporting the recommendation of the subcommittee's selection. Discussion: None. Abstentions: None. All in favor: Motion passes.
- B. Dunne mentions after we could see everyone's scores, it was very surprising and comforting. It was nice to see how everyone

	<p>concentrated on the same factors in those proposals. I feel very confident in the way this was done.</p> <ul style="list-style-type: none"> • D. Doucette notes the MSBA link will only lead you to requesting an invite from the MSBA. C. Dell Angelo shares she will provide the SBC with the link. • M. Burton mentions at this first meeting with the DSP, it can and most likely will result in holding interviews at the August 4th meeting. Currently, our next SBC meeting is on August 13th, but we may move up the meeting depending on the outcome. 	
4.4	<p>Working Groups:</p> <ul style="list-style-type: none"> • Working Groups member update: <ul style="list-style-type: none"> ○ Educational Programming Group: M. Massa, D. Hewitt, J. Hochman ○ Interior Design/FF&E: E. McGivern ○ Technology: D. Hewitt, H. Hochman ○ Community Outreach/Public Relations: R. Melville, E. Colbert, J. Gonzalez, K. Migliozi, P. McGinn ○ Financial and Bonding: C. Lord ○ Facilities Assessment/MEP: J Hafey • C. Dell Angelo mentions as we hire our designer, we would love to have more members join these groups. • D. Doucette suggests adding another working group, “Health/Security”. D. Doucette shares we had a group like that for the Higgins School. C. Dell Angelo notes she will add this group to the working group list. 	
4.5	<p>Other Topics not Reasonably Anticipated 48 hours prior to the Meeting:</p> <ul style="list-style-type: none"> ➤ B. Dunne shares there have been a couple of changes on the committee. B. Dunne asks members to please notify her if something changes as the MSBA needs to be notified. 	
4.6	<p>Public Comments: None.</p>	Record
4.7	<p>Next Meetings:</p> <ul style="list-style-type: none"> ➤ SBC 5 - August 13th, 2020 @9:00 Kickoff with Designer 	Record
4.8	<p>Adjourn: 9:36 am A motion was made by J. Hochman and seconded by J. Vadala to adjourn the meeting, Discussion: None.</p>	Record

Sincerely,

DORE + WHITTIER

Rachel Donner

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.

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