

**PROJECT MINUTES**

Project:	W. Edward Balmer Elementary School Feasibility Study	Project No.:	17020
Prepared by:	Joel Seeley	Meeting Date:	3/20/18
Re:	School Building Committee Meeting	Meeting No:	21
Location:	High School Media Center	Time:	6:30pm
Distribution:	School Building Committee Members, Attendees (MF)		

Attendees:

PRESENT	NAME	AFFILIATION	VOTING MEMBER
✓	Joseph Strazzulla	Chairman, School Building Committee	Voting Member
✓	Melissa Walker	School Business Manager	Voting Member
	James Marzec	Representative of the Board of Selectmen	Voting Member
✓	Michael LeBrasseur	Chairman, School Committee	Voting Member
✓	Paul Bedigian	Representative of the Building, Planning, Construction Committee	Voting Member
	Steven Gogolinski	Representative of the Finance Committee	Voting Member
✓	Jeffrey Tubbs	Community Member with building design and/or construction experience	Voting Member
✓	Peter L'Hommedieu	Community Member with building design and/or construction experience	Voting Member
✓	Jeff Lundquist	Community Member with building design and/or construction experience	Voting Member
	Andrew Chagnon	Community Member with building design and/or construction experience	Voting Member
	Spencer Pollock	Parent Representative	Voting Member
	Adam Gaudette	Town Manager	Non-Voting Member
✓	Dr. Catherine Stickney	Superintendent of Schools	Non-Voting Member
✓	Steve Von Bargaen	Building Maintenance Local Official	Non-Voting Member
✓	Karlene Ross	Principal, W. Edward Balmer Elementary School	Non-Voting Member
✓	Jill Healy	Principal, Northbridge Elementary School	Non-Voting Member
✓	Kathleen Perry	Director of Pupil Personnel Services	Non-Voting Member
✓	Lee Dore	D & W, Architect	
✓	Thomas Hengelsberg	D & W, Architect	
✓	Joel Seeley	SMMA, OPM	

Item #	Action	Discussion
21.1	Record	Call to Order, 6:35 PM, meeting opened.
21.2	Record	J. Strazzulla announced the meeting will be video and audio recorded with live broadcast and future re-broadcast.
21.3	Record	A motion was made by P. Bedigian and seconded by J. Lundquist to approve the 2/28/18 School Building Committee meeting minutes. Motion passed unanimous by those attending, one abstention.
21.4	L. Dore	L. Dore will calculate the energy cost to operate the new facility as compared to the energy cost to operate the existing Balmer and NES in the Schematic Design Phase.
21.5	J. Seeley	J. Seeley to include the access drive to N. Main Street discussion on a future agenda once the CM is brought on board.
21.6	J. Seeley	<p>J. Seeley summarized the Construction Manager at Risk (CM) prequalification and selection process, since the Committee appointed the CM Prequalification and Selection Subcommittee on 11/21/17. The subcommittee developed and issued the Request for Qualifications, received and reviewed qualification packages from 7 CMs, shortlisted those 7 CMs to 4 qualified CMs, developed and issued the Request for Proposals, received and reviewed Proposals from the 4 CMs and then interviewed the 4 CMs. Based on the interviews, the subcommittee requested supplemental information from the 2 top ranked CMs, reviewed their supplemental information and voted 5 in favor and 1 against to recommend the Committee approve Fontaine Bros., Inc. as the CM. J. Seeley distributed and reviewed the CM Price Proposal Analysis, attached.</p> <p>J. Lundquist summarized his reasons for voting against the recommendation.</p> <p>Following discussion by the Committee, the recommendation was not acted upon and the issue is remanded back to the subcommittee. The subcommittee is to utilize the following equally weighted criteria: qualifications, plan/schedule and cost, and return to the Committee with a recommendation.</p> <p>J. Seeley to schedule a meeting of the subcommittee as soon as possible.</p>
21.7	Record	<p>J. Seeley distributed and reviewed an email from the MSBA, attached, providing clarification of their comment 10 under section 3.3.3. The MSBA provided their eligibility findings relative to the Maker Spaces and the Extended Learning Spaces. The Maker Spaces for grades PreK-2 will be ineligible.</p> <p>Committee Discussion:</p> <ol style="list-style-type: none"> <li>1. J. Seeley asked the Committee to consider whether ineligible spaces should be considered in the project.</li> <li>2. P. Bedigian asked if the project would support the educational program if it did not include the Maker Spaces for grades PreK-2? <i>J. Healy indicated yes.</i></li> </ol> <p>A motion was made by P. Bedigian and seconded by J. Lundquist to remove the Maker Spaces for grades PreK-2 from the project. Motion passed unanimous.</p>
21.8	Record	J. Seeley summarized the presentation for Community Forum No 6, held on 3/12/18 at the Whitinsville Social Library.
21.9	Record	T. Hengelsberg indicated the Fire Alarm Audio message will be through the FA speakers.

Item #	Action	Discussion
21.10	L. Dore	<p>T. Hengelsberg presented updated the Site Plan and buffer along the East Property line, attached.</p> <p>Committee Discussion:</p> <ol style="list-style-type: none"> <li>1. J. Strazzulla indicated the landscape buffer along the east property line needs to be maximized to reduce the impact to the residents along Mason Road. <i>T. Hengelsberg will continue to review with the Landscape Architect.</i></li> <li>2. K. Ross asked if openings will be provided in the fence along the East property line for emergency egress? <i>T. Hengelsberg indicated yes, they will be located based on the grading access.</i></li> <li>3. L. Dore indicated a meeting with all the abutters will be scheduled.</li> </ol>
21.11	T. Hengelsberg	<p>T. Hengelsberg presented building exterior façade images, attached.</p> <p>Committee Discussion:</p> <ol style="list-style-type: none"> <li>1. M. LeBrasseur asked if the backside of the building can be simplified for cost control? <i>T. Hengelsberg indicated yes, but certain aspects, such as the amount of glazing in the classrooms, should be consistent to maximize daylighting.</i></li> <li>2. J. Tubbs asked if the classroom projection along the façade was required? <i>T. Hengelsberg indicated yes, the offset allows for the Extended Learning Spaces.</i></li> </ol> <p>The Committee approves the direction of the building exteriors, however with the goal to be conservative and control costs.</p>
21.12	Record	T. Hengelsberg presented an update on the structural systems, attached.
21.13	Record	<p>T. Hengelsberg presented an update on the technology systems, attached.</p> <p>Committee Discussion:</p> <ol style="list-style-type: none"> <li>1. K. Perry asked if all classrooms will have a speech reinforcement system? <i>T. Hengelsberg indicated yes.</i></li> </ol>
21.14	Record	<p>T. Hengelsberg presented an update on the FFE, attached.</p> <p>Committee Discussion:</p> <ol style="list-style-type: none"> <li>1. J. Strazzulla asked if the cafeteria seating is sufficient? <i>K. Ross indicated MSBA sizes the cafeteria for 2 seatings, but most likely there would be more, currently there are 4 seatings.</i></li> </ol>
21.15	M. LeBrasseur	M. LeBrasseur indicated the School Committee will lead the process of discussing possible outcomes for the disposition of NES with other Town boards and committees.
21.16	J. Strazzulla J. Healy	<p>The PR subcommittee update:</p> <ol style="list-style-type: none"> <li>1. J. Strazzulla indicated the Seniors Tax Abatement is at the maximum level and that he will work with A. Gaudette to review strategies to assist seniors in taking advantage of the program.</li> <li>2. J. Strazzulla indicated the next press release will be when the CM is hired.</li> </ol>

Item #	Action	Discussion
		3. J. Healy indicated the School Council will have a booth at the Kids Fair on 3/24/18.
21.17	Record	Public Comments - none
21.18	J. Strazzulla	Old or New Business 1. J. Strazzulla will coordinate with the Finance Committee, Selectman and School Committee for a joint meeting.
21.19	Record	Next <b>SBC Meeting: April 3, 2018 at 6:30 pm</b> at the High School Media Center.
21.20	Record	A Motion was made by P. Bedigian and seconded by J. Lundquist to adjourn the meeting. No discussion, motion passed unanimous.

Attachments: Agenda, CM Price Proposal Analysis, Email from the MSBA, Powerpoint

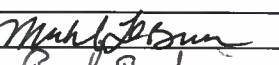

The information herein reflects the understanding reached. Please contact the author if you have any questions or are not in agreement with these Project Minutes

## PROJECT MEETING SIGN-IN SHEET

Project: W. Edward Balmer Elementary School Feasibility Study  
 Prepared by: Joel Seeley  
 Re: School Building Committee Meeting  
 Location: High School Media Center  
 427 Linwood Avenue, Whitinsville, MA

Project No.: 17020  
 Meeting Date: 3/20/2018  
 Meeting No: 21  
 Time: 6:30pm

Distribution: Attendees, (MF)

SIGNATURE	ATTENDEES	EMAIL	AFFILIATION
	Joseph Strazzulla	<a href="mailto:jstrazzulla@nps.org">jstrazzulla@nps.org</a>	Chairman, School Building Committee
	Melissa Walker	<a href="mailto:mwalker@nps.org">mwalker@nps.org</a>	School Business Manager, MCPPO
	James Marzec	<a href="mailto:james.r.marzec@gmail.com">james.r.marzec@gmail.com</a>	Member, Board of Selectmen, CEO
	Michael LeBrasseur	<a href="mailto:mlebrasseur@nps.org">mlebrasseur@nps.org</a>	Chairman, School Committee
	Paul Bedigian	<a href="mailto:bedigianps@cdmsmith.com">bedigianps@cdmsmith.com</a>	Representative of the Building, Planning, Construction Committee
	Steven Gogolinski	<a href="mailto:steve@gogolinskicpa.com">steve@gogolinskicpa.com</a>	Representative of the Finance Committee
	Jeffrey Tubbs	<a href="mailto:jtubbs@charter.net">jtubbs@charter.net</a>	Member of community with architecture, engineering and/or construction experience
	Peter L'Hommedieu	<a href="mailto:PLHommedieu@shawmut.com">PLHommedieu@shawmut.com</a>	Member of community with architecture, engineering and/or construction experience
	Jeff Lundquist	<a href="mailto:jlundquist@therichmondgroup.com">jlundquist@therichmondgroup.com</a>	Member of community with architecture, engineering and/or construction experience
	Andrew Chagnon	<a href="mailto:achagnon@vertexeng.com">achagnon@vertexeng.com</a>	Member of community with architecture, engineering and/or construction experience
	Spencer Pollock	<a href="mailto:spencerpollock22@gmail.com">spencerpollock22@gmail.com</a>	Parent Representative
	Adam Gaudette	<a href="mailto:agaudette@northbridgemass.org">agaudette@northbridgemass.org</a>	Town Manager
	Dr. Catherine Stickney	<a href="mailto:cstickney@nps.org">cstickney@nps.org</a>	Superintendent of Schools, NPS
	Steve Von Bargaen	<a href="mailto:svonbargaen@nps.org">svonbargaen@nps.org</a>	Building Maintenance Local Official
	Karlene Ross	<a href="mailto:kross@nps.org">kross@nps.org</a>	Principal, W. Edward Balmer Elementary School
	Jill Healy	<a href="mailto:jhealy@nps.org">jhealy@nps.org</a>	Principal, Northbridge Elementary School
	Kathleen Perry	<a href="mailto:kperry@nps.org">kperry@nps.org</a>	Director of Pupil Personnel Services
	Lee P. Dore	<a href="mailto:lpdore@DoreandWhittier.com">lpdore@DoreandWhittier.com</a>	Dore & Whittier Architects
	Donald M Walter	<a href="mailto:dwalter@DoreandWhittier.com">dwalter@DoreandWhittier.com</a>	Dore & Whittier Architects
	Jason Boone	<a href="mailto:jboone@DoreandWhittier.com">jboone@DoreandWhittier.com</a>	Dore & Whittier Architects
	Thomas Hengelsberg	<a href="mailto:thengelsberg@DoreandWhittier.com">thengelsberg@DoreandWhittier.com</a>	Dore & Whittier Architects
	Rani Philip	<a href="mailto:rphilip@DoreandWhittier.com">rphilip@DoreandWhittier.com</a>	Dore & Whittier Architects
	Sarah Traniello	<a href="mailto:straniello@smma.com">straniello@smma.com</a>	SMMA
	Joel Seeley	<a href="mailto:jseeley@smma.com">jseeley@smma.com</a>	SMMA

p:\2017\17020\04-meetings\4.3 mtg\_notes\3-school building committee\21\_2018\_20march-school building committee\school building committee meetings sign-in sheet\_20march2018.docx

1000 Massachusetts Avenue  
 Cambridge, MA 02138  
 617.547.5400

[www.smma.com](http://www.smma.com)

## Agenda

Project:	W. Edward Balmer Elementary School Feasibility Study	Project No.:	17020
Re:	School Building Committee Meeting	Meeting Date:	3/20/2018
Meeting Location:	High School Media Center	Meeting Time:	6:30 PM
	427 Linwood Avenue, Whitinsville, MA	Meeting No.	21
Prepared by:	Joel G. Seeley		
Distribution:	Committee Members (MF)		

---

1. Call to Order
2. Approval of Minutes
3. Approval of Invoices and Commitments
4. CM Recommendation
5. MSBA Correspondence
6. Review Community Forum No. 6 Results
7. Review Progress Site Plan and Floor Plans
8. Review Updated Exterior Elevations
9. Review Preliminary Structural Systems
10. Review Preliminary Technology Systems
11. Review Preliminary FFE Layout
12. Alternate Uses for NES
13. PR Subcommittee Update
14. New or Old Business
15. Committee Questions
16. Public Comments
17. Next Meeting: April 3, 2018
18. Adjourn

---

1000 Massachusetts Avenue  
Cambridge, MA 02138  
617.547.5400

[www.smma.com](http://www.smma.com)

---

**CM AT RISK PROPOSAL EVALUATION**  
**W. EDWARD BALMER ELEMENTARY SCHOOL, WHITINSVILLE, MASSACHUSETTS**

PROJECT MANAGEMENT



3/16/2018

**CM Price Proposal Analysis - Summary**

		PSR Budget	Consigli	Fontaine
<b>Pre-Construction Services</b>	<b>Code</b>			
<b>Pre-Construction Services</b>	<b>B.1</b>		\$ 238,400	\$ 250,000
<b>Sub-total</b>		\$ 950,000	\$ 238,400	\$ 250,000
<b>Construction</b>				
<b>Project Management Labor</b>	<b>C.1</b>	below	\$ 2,267,395	\$ 1,842,475
<b>Field Supervisory Labor</b>	<b>C.2</b>	below	\$ 1,503,618	\$ 1,226,000
<b>Sub-total</b>		\$ 4,320,000	\$ 3,771,013	\$ 3,068,475
<b>Consultant Labor</b>	<b>C.3</b>		\$ -	\$ -
<b>P&amp;P Bonds</b>	<b>C.4</b>	\$ 690,230	\$ 610,899	\$ 566,100
<b>Insurance</b>	<b>C.4</b>	\$ 1,207,902	\$ 990,258	\$ 887,840
<b>Sub-total</b>		\$ 1,898,132	\$ 1,601,157	\$ 1,453,940
<b>Trailers, Supplies etc.</b>	<b>C.5</b>	above	\$ 309,369	\$ 301,400
<b>Additional Costs</b>	<b>C.6</b>	above	\$ -	\$ -
<b>Sub-total</b>			\$ 309,369	\$ 301,400
<b>Cost of Work Items</b>	<b>C.7</b>		\$ -	\$ -
<b>Sub-total</b>	<b>C.8</b>	\$ 6,218,132	\$ 5,681,539	\$ 4,823,815
<b>CM Fee</b>				
<b>CM Fee</b>			\$ 1,791,970	\$ 1,625,000
<b>Sub-total</b>		\$ 2,070,690	\$ 1,791,970	\$ 1,625,000
<b>Total</b>		\$ 9,238,822	\$ 7,711,909	\$ 6,698,815
Added Assistant PM/Project Engineer			\$	228,000
Added Assistant Superintendent			\$	332,500
Potential Total			\$	7,259,315

**Notes**

1. Fontaine PA, AP/AR, Contracts, Compliance \$87,075 costs moved to Project Management Labor from Consultants
2. Fontaine additional \$216,000 distributed between current Assistant PM, MEP Coordinator and Assistant Superintendent
3. Fontaine cost to add an Assistant PM/Project Engineer - \$228,000
4. Fontaine cost to add a Assistant Superintendent - \$332,500

3/16/2018

CM Price Proposal Analysis - Construction Labor

		Consigli	Fontaine
<b>Construction</b>			
<b>Project Management Labor</b>	<b>C.1</b>		
Principal in Charge		included	included
Project Executive		\$ 146,216	\$ 153,000
Senior Project Manager		\$ -	\$ 619,200
Senior Project Manager -Ph2		\$ -	\$ -
Project Manager		\$ 580,500	\$ 469,200
Asst. Project Manager		\$ 527,510	\$ 250,400
Asst. Project Manager		\$ -	\$ -
Project Engineer		\$ 539,340	\$ -
Asst. Project Engineer		\$ -	\$ -
Environmental Manager		\$ -	\$ -
Quality Manager		\$ -	\$ -
LEED Coordinator		\$ 20,200	included
MEP Coordinator		\$ -	\$ 154,700
Project Accountant		\$ 127,194	\$ 33,750
Project Intern		\$ -	\$ -
Administrative Assistant		\$ 26,030	\$ -
Cost Control Engineer		By PM	\$ -
CORI Management/Badge Coordinator		by Assist Super	included
Scheduler		\$ 62,694	\$ 45,000
BIM		\$ 30,831	\$ 63,900
Information Technology		\$ 61,360	\$ -
Purchasing Agent		\$ 113,880	\$ -
Accounts Payable		\$ -	\$ 18,900
Compliance/Outreach Officer		\$ 31,640	\$ 18,225
Contracts & Insurance			\$ 16,200
<b>Sub-total</b>		<b>\$ 2,267,395</b>	<b>\$ 1,842,475</b>
<b>Field Supervisory Labor</b>	<b>C.2</b>		
General Superintendent		\$ 105,448	\$ -
Superintendent		\$ 597,724	\$ 690,000
Asst. Superintendent		\$ 556,400	\$ 455,000
Asst. Superintendent		\$ -	\$ -
MEP Coordinator / Commissioning Assistant		\$ 140,094	included in C1
Safety Engineer		\$ 37,960	\$ 81,000
CORI Implementation		included	included
Quality Manager		\$ 65,992	\$ -
Labor Foreman		\$ -	\$ -
<b>Sub-total</b>		<b>\$ 1,503,618</b>	<b>\$ 1,226,000</b>
<b>Total</b>		<b>\$ 3,771,013</b>	<b>\$ 3,068,475</b>
Added Assistant PM/Project Engineer			\$ 228,000
Added Assistant Superintendent			\$ 332,500
Potential Total			<b>\$ 3,628,975</b>

Notes

1. Fontaine PA, AP/AR, Contracts, Compliance \$87,075 costs moved to Project Management Labor from Consultants
2. Fontaine additional \$216,000 distributed between current Assistant PM, MEP Coordinator and Assistant Superintendent
3. Fontaine cost to add an Assistant PM/Project Engineer - \$228,000
4. Fontaine cost to add a Assistant Superintendent - \$332,500



**CM AT RISK PROPOSAL EVALUATION**

PROJECT MANAGEMENT

**SMMA**
**W. EDWARD BALMER ELEMENTARY SCHOOL, WHITINSVILLE, MASSACHUSETTS**

3/16/2018

**CM Price Proposal Analysis - Additional General Conditions**

		Consigli	Fontaine
<b>Construction</b>			
<b>Trailers, Supplies Etc.</b>	<b>C.5</b>		
Town of Northbridge, OPM and Architect Temporary Office Trailers (minimum 12x60 with working toilet)		\$ 30,000	\$ 29,100
Town of Northbridge, OPM and Architect Telephone, high speed internet line and wireless internet connection and Usage Charges (including long distance)		\$ 20,633	\$ 8,400
Town of Northbridge, OPM and Architect Office Furniture		\$ 6,000	\$ 25,000
Cleaning of Town of Northbridge and Architect Trailers		\$ -	\$ 8,400
CM Temporary Office Trailers		\$ 78,000	\$ 29,100
CM Telephone and Internet Service, Equipment and Usage Charges (including long distance)		\$ 41,267	\$ 14,000
CM Office Furniture		\$ 7,500	\$ 20,000
Cleaning of CM Trailers		\$ -	\$ 8,400
Travel, Meals, etc...		\$ -	\$ 20,000
LEEDS Supervision and Assistance Implementation (Field)		included	included
Information Technology (I.T.) Time (Field Office)		\$ 33,550	\$ 15,000
Computers & Software		\$ 73,669	\$ 15,000
Field Office Supplies		\$ 18,750	\$ 19,000
Site Security Services		\$ -	cost of work
On-Site Storage Containers		\$ -	\$ 5,600
Small Tools		\$ -	\$ 5,600
Safety Materials (Safety Kit)		\$ -	\$ 14,000
Photos		\$ -	\$ 21,600
Reprographics		\$ -	\$ 8,400
Postage, Shipping, Courier Services, etc...		\$ -	\$ 2,800
Management of Plans, Specifications, etc...		\$ -	included
Record Drawings		\$ -	included
Punch List		\$ -	included
Photo ID Badge Machine		\$ -	\$ 12,000
Other		\$ -	\$ 20,000
<b>Sub-total</b>		<b>\$ 309,369</b>	<b>\$ 301,400</b>
<b>Additional General Conditions</b>	<b>C.6</b>		
		\$ -	\$ -
<b>Sub-total</b>		<b>\$ -</b>	<b>\$ -</b>
<b>Total</b>		<b>\$ 309,369</b>	<b>\$ 301,400</b>

---

**Subject:** pnum 17020 FW: Northbridge Balmer ES

---

**From:** Fernando Garcia [<mailto:Fernando.Garcia@MassSchoolBuildings.org>]

**Sent:** Wednesday, March 7, 2018 3:40 PM

**To:** Seeley, Joel <[jseeley@smma.com](mailto:jseeley@smma.com)>

**Cc:** Mary Pichetti <[Mary.Pichetti@MassSchoolBuildings.org](mailto:Mary.Pichetti@MassSchoolBuildings.org)>; Chris Alles <[Chris.Alles@MassSchoolBuildings.org](mailto:Chris.Alles@MassSchoolBuildings.org)>; John Jumpe <[John.Jumpe@MassSchoolBuildings.org](mailto:John.Jumpe@MassSchoolBuildings.org)>; Diane Sullivan <[Diane.Sullivan@MassSchoolBuildings.org](mailto:Diane.Sullivan@MassSchoolBuildings.org)>; Jennifer Flynn <[Jennifer.Flynn@massschoolbuildings.org](mailto:Jennifer.Flynn@massschoolbuildings.org)>; Kathryn DeCristofaro <[Kathryn.Decristofaro@MassSchoolBuildings.org](mailto:Kathryn.Decristofaro@MassSchoolBuildings.org)>; Catherine Stickney ([cstickney@nps.org](mailto:cstickney@nps.org)) ([cstickney@nps.org](mailto:cstickney@nps.org)) <[cstickney@nps.org](mailto:cstickney@nps.org)>; Lee P. Dore ([lpdore@DoreandWhittier.com](mailto:lpdore@DoreandWhittier.com)) <[lpdore@DoreandWhittier.com](mailto:lpdore@DoreandWhittier.com)>

**Subject:** Northbridge Balmer ES

Joel,

**Clarification to Section 3.3.3, item #10 of MSBA's Preferred Schematic Review Comments:**

The MSBA appreciates your inquiry regarding the Preferred Schematic Report review comments transmitted to the District on February 1, 2018. Specifically, your concern associated with Section 3.3.3, item #10. As with all core program projects, the MSBA requested that a 'Base Repair' option be included in the final evaluation of alternatives for comparative purposes in the Preferred Schematic Report. The intent of item #10 in the review comments was to clarify MSBA's policy regarding financial support of a base repair option. Recognizing that Districts have budgets, the MSBA has and would support and participate in the reimbursement of renovation/repair projects where a District has selected an option to update the facility and its systems while addressing a certain level of educational program need.

The MSBA understands that the work performed during the feasibility study has indicated that the District has not selected the 'Base Repair' option as the existing facility is undersized for the existing student population and is unable to address the educational needs of the District. The MSBA also understands that the District has determined its priority includes the consolidation of two facilities and this would not be addressed by the 'Base Repair' option. Upon review of the Preferred Schematic Report, the MSBA has accepted the District's selection of its preferred solution as documented by the MSBA Board of Directors' vote to approve the District to proceed into schematic design on February 14, 2018.

Additionally, the MSBA received a call from Northbridge Finance Committee/ School Building Committee member Steven Gogolinski, who is also requesting clarification on Item #10 of the review comments for himself and other members of the Finance Committee. We returned the call and spoke with him on March 7, 2018 and addressed his concern regarding Item #10. Please be sure to share this correspondence with Mr. Gogolinski and the Northbridge Finance Committee.

**In response to your question regarding MSBA's participation associated with Maker Space/Project Rooms and Extended Learning Areas for PK-5, the MSBA offers the following:**

The MSBA notes that discussion during the Facilities Assessment Subcommittee (FAS) Meeting on January 24<sup>th</sup>, 2018 included the potential for reconsidering the maker spaces and how these spaces compare to delivery of project-based learning in homerooms, particularly in the lower elementary grades, delivery of science curriculum in the homerooms, and opportunities for improved efficiencies as the design is further developed.

Based on the supplemental information received with the District's response to the Preferred Schematic Report comments, and discussion during the FAS meeting, the MSBA does not object to the District including these spaces in

the proposed project; however, area associated with the Maker Space/Project Rooms for Grades PreK-2 will be deemed ineligible for reimbursement.

I hope you find this information helpful as the District and its team refines the design and continues to seek improved efficiencies in the proposed project. For reference, I have attached the preferred schematic staff recommendation that was accepted by the MSBA Board of Directors on February 14, 2018. Please keep the MSBA informed of any significant changes to the proposed project as the team proceeds through schematic design.

Best,  
Fernando Garcia

**Fernando Garcia, Assoc. AIA**  
**Project Manager**  
**Massachusetts School Building Authority**  
40 Broad Street, Ste. 500  
Boston, MA. 02109  
617-720-4466

District: Town of Northbridge  
 School Name: W. Edward Balmer Elementary School  
 Recommended Category: Preferred Schematic  
 Date: February 7, 2018

## Recommendation

That the Executive Director be authorized to approve the Town of Northbridge, as part of its Invitation to Feasibility Study, to proceed into Schematic Design to replace the existing W. Edward Balmer and the Northbridge Elementary Schools, with a new facility that serves grades PK-5 on the existing site of the W. Edward Balmer Elementary School. MSBA staff has reviewed the Feasibility Study and accepts the District's preferred solution.

<b>District Information</b>	
District Name	Town of Northbridge
Elementary School(s)	Northbridge Elementary School (PK-1) W. Edward Balmer School (2-4)
Middle School(s)	Northbridge Middle School (5-8)
High School(s)	Northbridge High School (9-12)
Priority School Name	W. Edward Balmer Elementary School
Type of School	Elementary School
Grades Served	2-4
Year Opened	1968
Existing Square Footage	70,857
Additions	N/A
Acreage of Site	30 acres
Building Issues	<p>The District identified deficiencies in the following areas:</p> <ul style="list-style-type: none"> <li>– Mechanical systems</li> <li>– Electrical systems</li> <li>– Envelope</li> <li>– Windows</li> <li>– Roof</li> <li>– Accessibility</li> </ul> <p>In addition to the physical plant issues, the District reported that the existing facility does not support the delivery of its educational program as well as existing and projected overcrowding.</p>
Original Design Capacity	Unknown
2016-2017 Enrollment	527
Agreed Upon Enrollment	<p>Study Enrollment includes the following configurations:</p> <p>510 students (grades 2-4)</p> <p>1,030 students (grades K-5) (Preferred Solution)</p>
Enrollment Specifics	Contingent upon the Board's approval of the preferred solution, the District will sign a Design Enrollment Certification for 1,030 students for grades K-5, for a project that will serve grades PK-5.
Total Project Budget – Debt Exclusion Anticipated	Yes

<b>MSBA Board Votes</b>	
Invitation to Eligibility Period	March 30, 2016
Invitation to Feasibility Study	November 9, 2016
Preferred Schematic Authorization	On February 14, 2018 Board agenda
Project Scope & Budget Authorization	District is targeting Board authorization on June 27, 2018
Feasibility Study Reimbursement Rate (Incentive points are not applicable)	57.11%

<b>Consultants</b>	
Owner's Project Manager (the "OPM")	Symmes Maini & McKee Associates
Designer	Dore & Whittier Architects, Inc.

## Discussion

As part of the Feasibility Study, the District determined that the potential consolidation of its two existing schools along with moving its 5<sup>th</sup> grade students from its middle school to an elementary school environment warrants consideration. In response to the District's request to study options that could address these goals the MSBA agreed with the District on the benefits of evaluating two study enrollments, one for 510 students in grades 2-4 and a second enrollment to evaluate solutions for 1,030 students in grades K-5.

The existing W. Edward Balmer Elementary School is a 70,857 square foot building located on a 30-acre site and currently serves grades 2-4. The existing facility was originally constructed in 1968 as an elementary school that served students in grades 2-4. In addition to the W. Edward Balmer Elementary School, the District evaluated the existing Northbridge Elementary School, located 1.6 miles from the W. Edward Balmer School, a 56,478 square foot three-story building on a 2.72-acre site adjacent to the District's School Administration Building. The Northbridge Elementary School, serving grades PK-1, was constructed in 1952. A major addition that included classrooms, a cafeteria, and gymnasium was constructed in 1982 and six portable classrooms were added in 2000.

The District identified numerous deficiencies in the Statement of Interest for the W. Edward Balmer Elementary School that are associated with: outdated mechanical, electrical and plumbing systems, non-compliant accessibility conditions, overcrowding, and space constraints inhibiting the District's ability to deliver its educational program. The District also identified poor energy efficiency performance of the existing facility because of the building envelope, roof conditions, and single pane windows.

The District identified numerous deficiencies in the Statement of Interest for the Northbridge Elementary School that are associated with: outdated mechanical, electrical, and plumbing systems and overcrowding. The District also identified poor energy efficiency performance of the existing facility because of the building envelope, roof conditions, and single pane windows.

In conjunction with its consultants, the District performed a comprehensive assessment of the existing conditions and the educational program, and received input from educators, administrators, and facilities personnel. Based on the findings of this effort, the District and its

consultants initially studied ten preliminary options that included two capital improvements to the existing buildings, three addition/renovation configurations, and five new construction options, as presented below.

<b>Option</b>	<b>Description of Preliminary Options</b>
A1	Renovation Only- W. Edward Balmer School
A2	Renovation Only- Northbridge Elementary School
B1	Addition/Renovation to Balmer School for 510 students
B2	New Construction on Balmer Site for 510 students
B3	New Construction on Balmer Site for 510 students
C1	Addition/Renovation to Balmer School for 1,030 students
C2	Addition/Renovation to Balmer School for 1,030 students
C3	New Construction on Balmer Site for 1,030 students
C4	New Construction on Balmer Site for 1,030 students
C5	New Construction on Balmer Site for 1,030 students

As a result of further evaluation and refined plans, the District determined that the options for the grades K-5 configuration on the W. Edward Balmer Elementary School site best meet the needs of the educational program and the District. The following is a list of the preliminary alternative options that were further evaluated:

<b>Option</b>	<b>Description</b>
A1/A2	Capital Improvements at the existing W. Edward Balmer Elementary School and Northbridge Elementary School.
B2	New Construction at the existing W. Edward Balmer Elementary School – <i>Two story building (Grades 2-4 – 510 Students)</i>
C2	Addition/Renovation at the existing W. Edward Balmer Elementary School – <i>Two story building (Grades PK-5 – 1,030 Students)</i>
C3.1A	New Construction at the existing W. Edward Balmer Elementary School – <i>Two story building (Grades PK-5 – 1,030 Students)</i>
C3.1B	New Construction at the existing W. Edward Balmer Elementary School – <i>Three story building (Grades PK-5 – 1,030 Students)</i>
C3.2	New Construction at the existing W. Edward Balmer Elementary School – <i>Three story building, rear of the site (Grades PK-5 – 1,030 Students)</i>
C3.3	New Construction at the existing W. Edward Balmer Elementary School – <i>Three story building, rear/east site of the site (Grades PK-5 – 1,030 Students)</i>
C5	New Construction at the existing W. Edward Balmer Elementary School – <i>Three story building, front of the site (Grades PK-5 – 1,030 Students)</i>

Upon further review, MSBA staff and the District agreed to eight final options for further development and consideration in the final evaluation and development of preliminary design pricing as presented below. Please note that “Option A1” – Base Repair was carried for comparison only and was not further developed as part of the final evaluation of options.

### Summary of Preliminary Design Pricing for Final Evaluation of Options

Option (Description)	Total Gross Square Feet	Square Feet of Renovated Space (cost*/sq. ft.)	Square Feet of New Construction (cost*/sq. ft.)	Site, Building Takedown, Haz Mat. Cost*	Estimated Total Construction ** (cost*/sq. ft.)	Estimated Total Project Costs
Option A1: 'Base Repair'	71,871	71,871 \$306/sq. ft.	0 \$0/sq. ft.	\$4,151,856	\$26,162,939 \$364/sq. ft.	\$32,746,342
Option B2: New Construction; Grades 2-4	89,283	0 \$0/sq. ft.	89,283 \$448/sq. ft.	\$12,077,224	\$52,062,899 \$583/sq. ft.	\$66,909,793
Option C2: Addition /Renovation; Grades PK-5	171,530	71,871 \$386/sq. ft.	99,659 \$459/sq. ft.	\$10,797,913	\$84,356,025 \$492/sq. ft.	\$108,686,010
Option C3.1A: New Construction; Grades PK-5	171,530	0 \$0/sq. ft.	171,530 \$412/sq. ft.	\$12,581,439	\$83,350,421 \$486/sq. ft.	\$107,434,257
<b>Option C3.1B: New Construction; Grades PK-5***</b>	<b>171,530</b>	<b>0 \$0/sq. ft.</b>	<b>171,530 \$401/sq. ft.</b>	<b>\$12,658,967</b>	<b>\$81,453,196 \$475/sq. ft.</b>	<b>\$105,148,101</b>
Option C3.2: New Construction; Grades PK-5	171,530	0 \$0/sq. ft.	171,530 \$403/sq. ft.	\$12,672,412	\$81,858,580 \$477/sq. ft.	\$105,636,589
Option C3.3: New Construction; Grades PK-5	171,530	0 \$0/sq. ft.	171,530 \$425/sq. ft.	\$12,633,759	\$85,556,706 \$499/sq. ft.	\$110,092,830
Option C5: New Construction; Grades PK-5	171,530	0 \$0/sq. ft.	171,530 \$402/sq. ft.	\$10,423,377	\$79,335,426 \$463/sq. ft.	\$102,596,189

\* Marked up construction costs

\*\* Does not include construction contingency

\*\*\***District's preferred solution**

The District has selected "Option C3.1B" new construction, which replaces the existing W. Edward Balmer and Northbridge Elementary Schools with a single facility serving students in grades PK-5, on the existing site of the W. Edward Balmer Elementary School, as the preferred solution to proceed into Schematic Design. The District selected this option as its preferred solution because it best meets the needs of the District's educational program, allows the school community to create its ideal learning environment for increased student and teacher collaboration, and creates a level of educational flexibility and adaptation as the educational program continues to evolve.

"Option A1" (Base Repair), "Option B2" (Grades 2-4) and "Options C2, C3.1A, C3.2, C3.3 and C5" (Grades PK-5) were not selected for further evaluation. The District determined that "Options A1 and B2" were not viable solutions because the existing structure is not able to address the

educational needs of the District and “Option B2” only addresses the issue for Grades 2-4. These options create compromised alternatives for flexible learning spaces and overall space-planning.

Similarly, options associated with the “C” series, with the exception of “C3.1B”, were determined to not be viable solutions due to the extent of phased construction and site configuration that would increase the project costs and cause disruption to the students for “Option C2 and C3.1A”. Furthermore, “Options C3.2, C3.3, and C5” were determined to not be viable because it would comprise the relationship of the educational classrooms to the outdoor learning spaces, spatial adjacencies and building location, thus, resulting in safety and security concerns to the facility.

The District presented its proposed project to the MSBA Facilities Assessment Subcommittee (“FAS”) on January 24, 2018. At that meeting, FAS members raised a number of topics regarding: the District’s preferred solution and relationship to the educational program; consideration of the location and delivery of programmatic spaces associated with the maker space and extended learning areas in the lower and upper grades; the flexibility of the design for the delivery of the District’s current and future curriculum; the need to pursue opportunities for efficiency during further development; school scheduling and its impact on the proposed curriculum delivery; appreciation of the massing and solar orientation addressed in the proposed design; and logistical challenges regarding site circulation.

MSBA staff reviewed the conclusions of the Feasibility Study, all subsequent submittals, and the enrollment data with the District and found:

- 1) That the options investigated were sufficiently comprehensive in scope, the approach undertaken in this study was appropriate, and the District’s preferred solution is reasonable and cost-effective, and meets the needs identified by the District.
- 2) The District has submitted an operational budget for educational objectives and a capital budget statement for MSBA review.
- 3) The District’s Schematic Design submittal will be subject to final review and approval by the Department of Elementary and Secondary Education, as part of the Schematic Design submittal, prior to a Project Scope and Budget Agreement.
- 4) Subject to Board approval, the MSBA will participate in a project that includes spaces that meet MSBA guidelines, with the exception of variations previously agreed to by the MSBA. All proposed spaces will be reviewed during the Schematic Design phase.
- 5) As part of the Schematic Design phase, the District will work with the MSBA to determine a mutually agreeable methodology to differentiate eligible costs from ineligible costs.

Based on the review outlined above, staff recommends that the Town of Northbridge be approved to proceed into Schematic Design to replace the existing W. Edward Balmer and the Northbridge Elementary Schools, with a new facility that serves grades PK-5 on the existing site of the W. Edward Balmer Elementary School.



# W. EDWARD BALMER SCHOOL

NORTHBRIDGE, MA  
SCHEMATIC DESIGN

SCHOOL BUILDING  
COMMITTEE MEETING

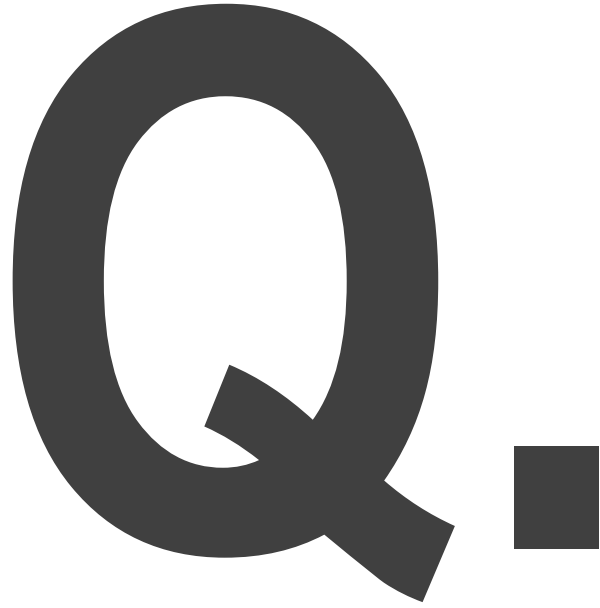
MARCH 20, 2018



Massachusetts School Building Authority  
*Funding Affordable, Sustainable, and Efficient Schools in Partnership with Local Communities*



- 
- 1. SITE PLANNING UPDATE**
  - 2. BUILDING DESIGN UPDATE**
  - 3. PRELIMINARY STRUCTURAL SYSTEMS**
  - 4. PRELIMINARY TECHNOLOGY SYSTEMS**
  - 5. PRELIMINARY FF&E SAMPLE LAYOUTS**
  - 6. ALTERNATE USES FOR NES**
  - 7. QUESTIONS, COMMENTS, FEEDBACK**



The subject is Fire Alarm voice evacuation.

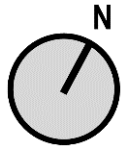
Q.: Does the fire alarm audio message come through the PA speakers or the Fire Alarm speakers?

A.: Voice evacuation is required in E use groups. The voice message and tones come through the fire alarm speaker strobes.

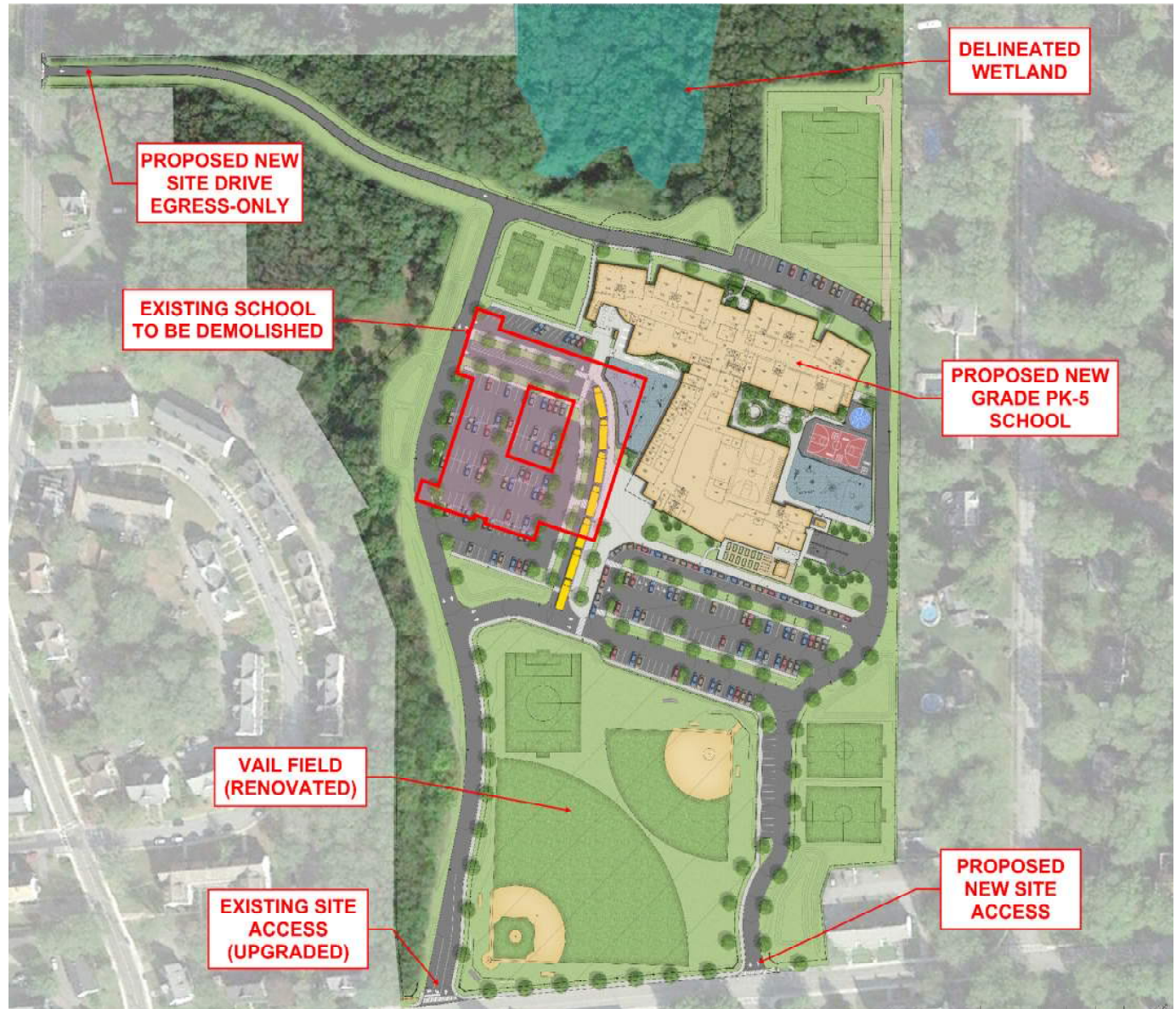
**1.**

# **SITE PLANNING UPDATE**





## MAJOR SITE FEATURES



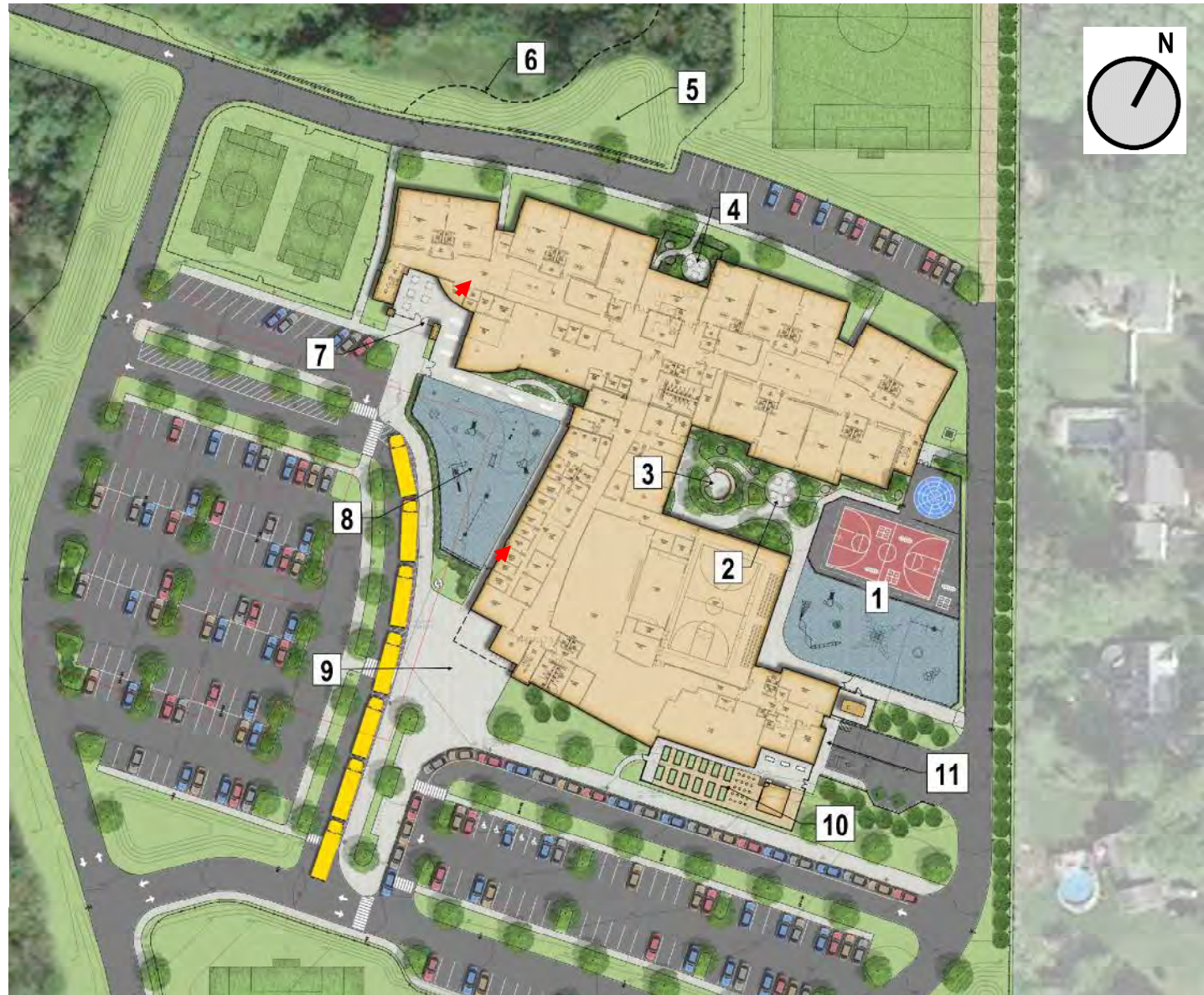
SITE PLANNING



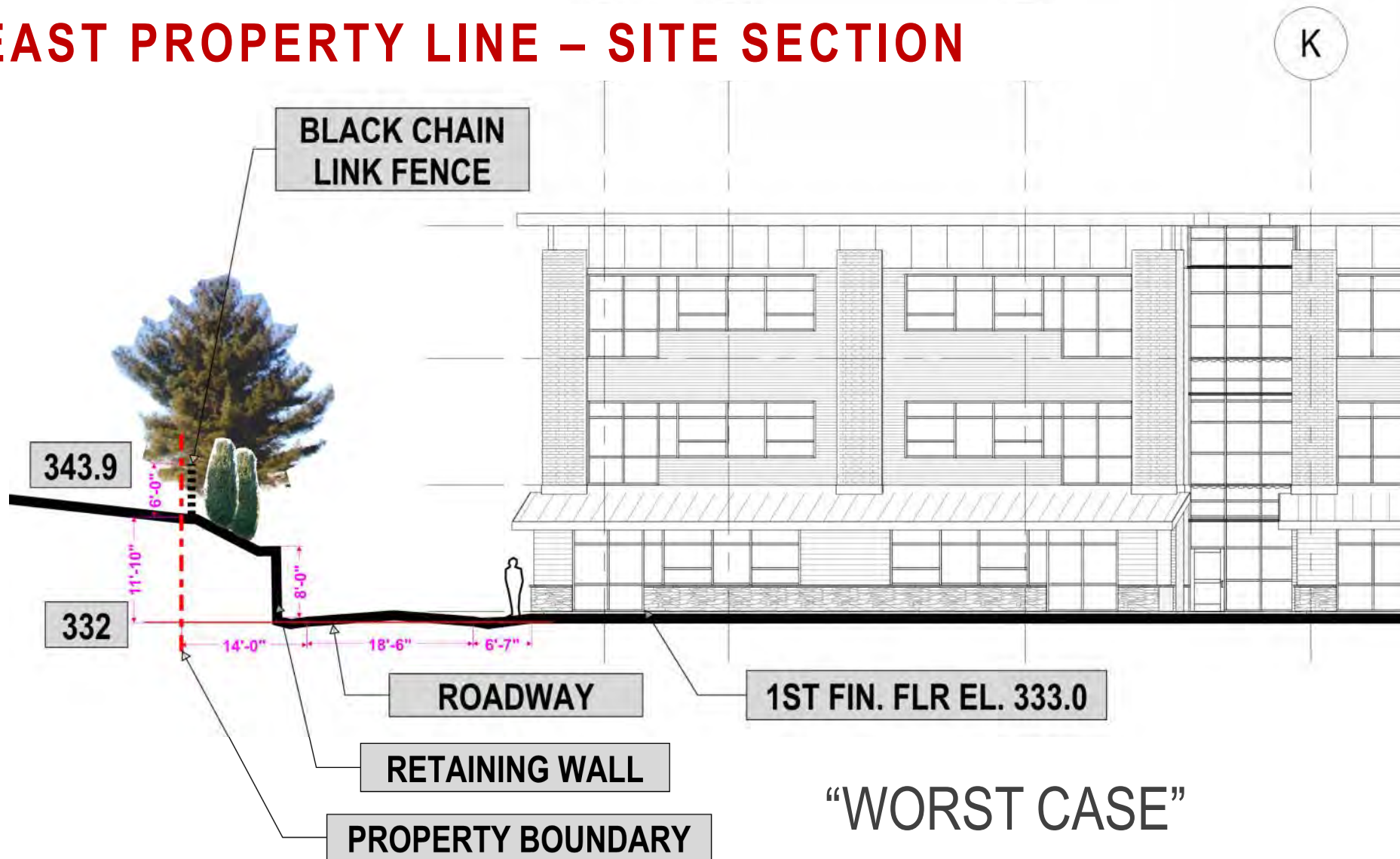


# SITE FEATURES

1. Grade 3-5 playground
2. Informal garden
3. Outdoor Classroom
4. Outdoor learning space
5. Stormwater retention
6. Nature Trail (future)
7. Covered portico
8. PK-2 Playground
9. Entry Plaza
10. Children's Gardens
11. Service Yard



## EAST PROPERTY LINE – SITE SECTION



SITE PLANNING



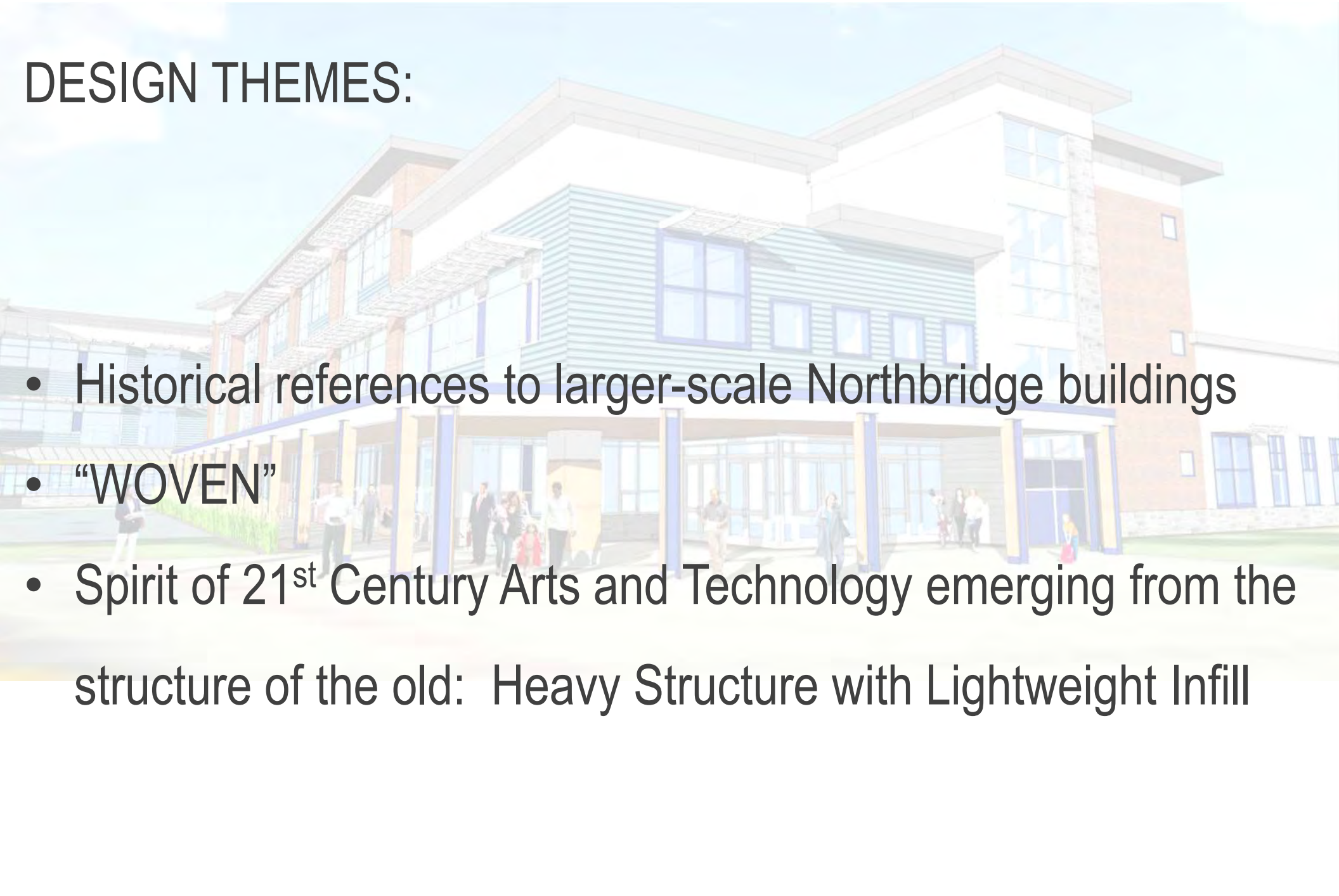
# 2.1

**BUILDING DESIGN:  
EXTERIOR IMAGERY**



## DESIGN THEMES:

- Historical references to larger-scale Northbridge buildings
- “WOVEN”
- Spirit of 21<sup>st</sup> Century Arts and Technology emerging from the structure of the old: Heavy Structure with Lightweight Infill





VIEW FROM SOUTHWEST SITE ENTRANCE



AERIAL VIEW FROM SOUTHWEST





ENTRY VIEW FROM SOUTHWEST



ENTRY VIEW FROM WEST PARKING LOT





VIEW OF EARLY EDUCATION ENTRANCE



AERIAL VIEW FROM SOUTHEAST

# 2.2

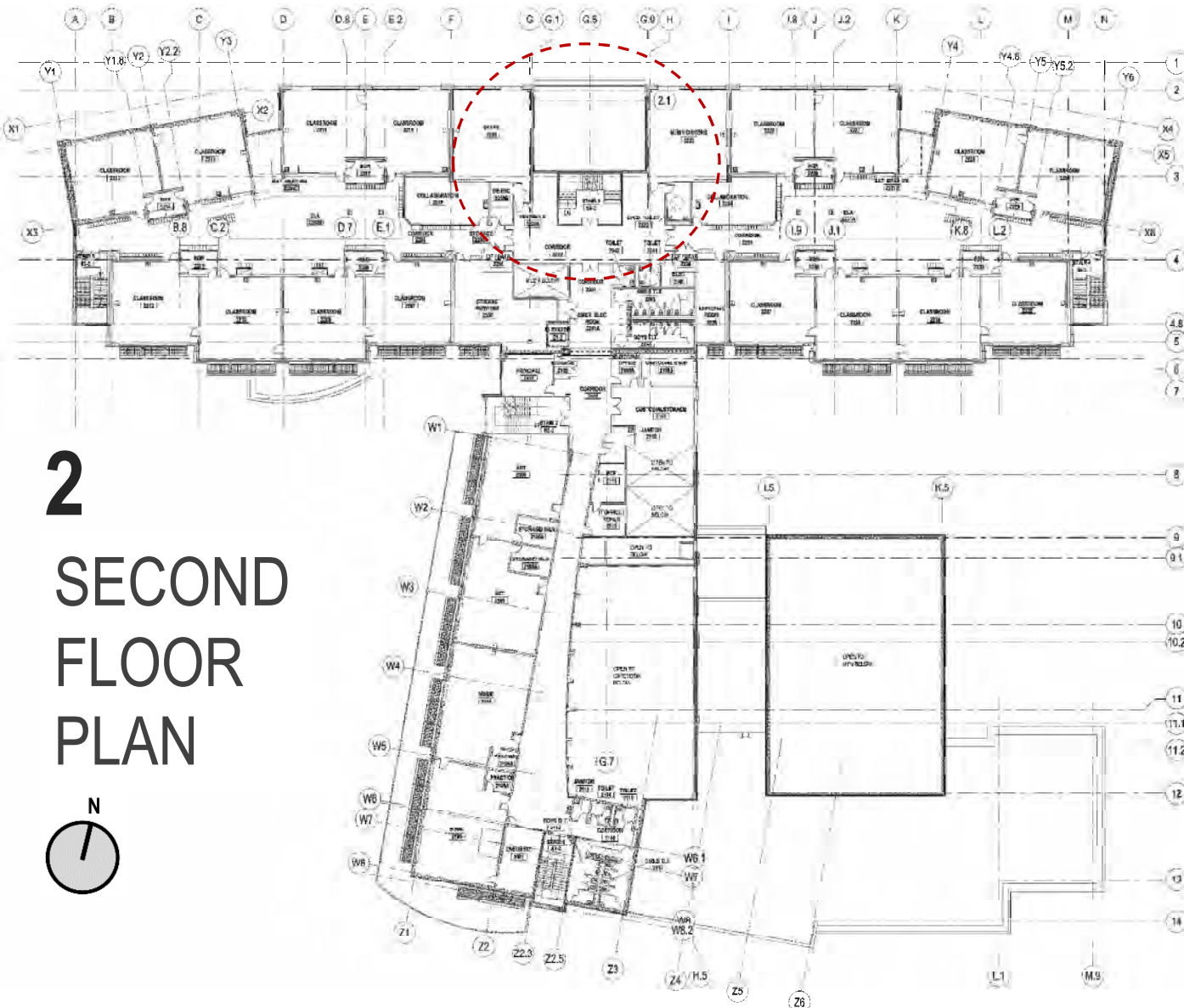
**BUILDING DESIGN:  
PLANS & SECTIONS**





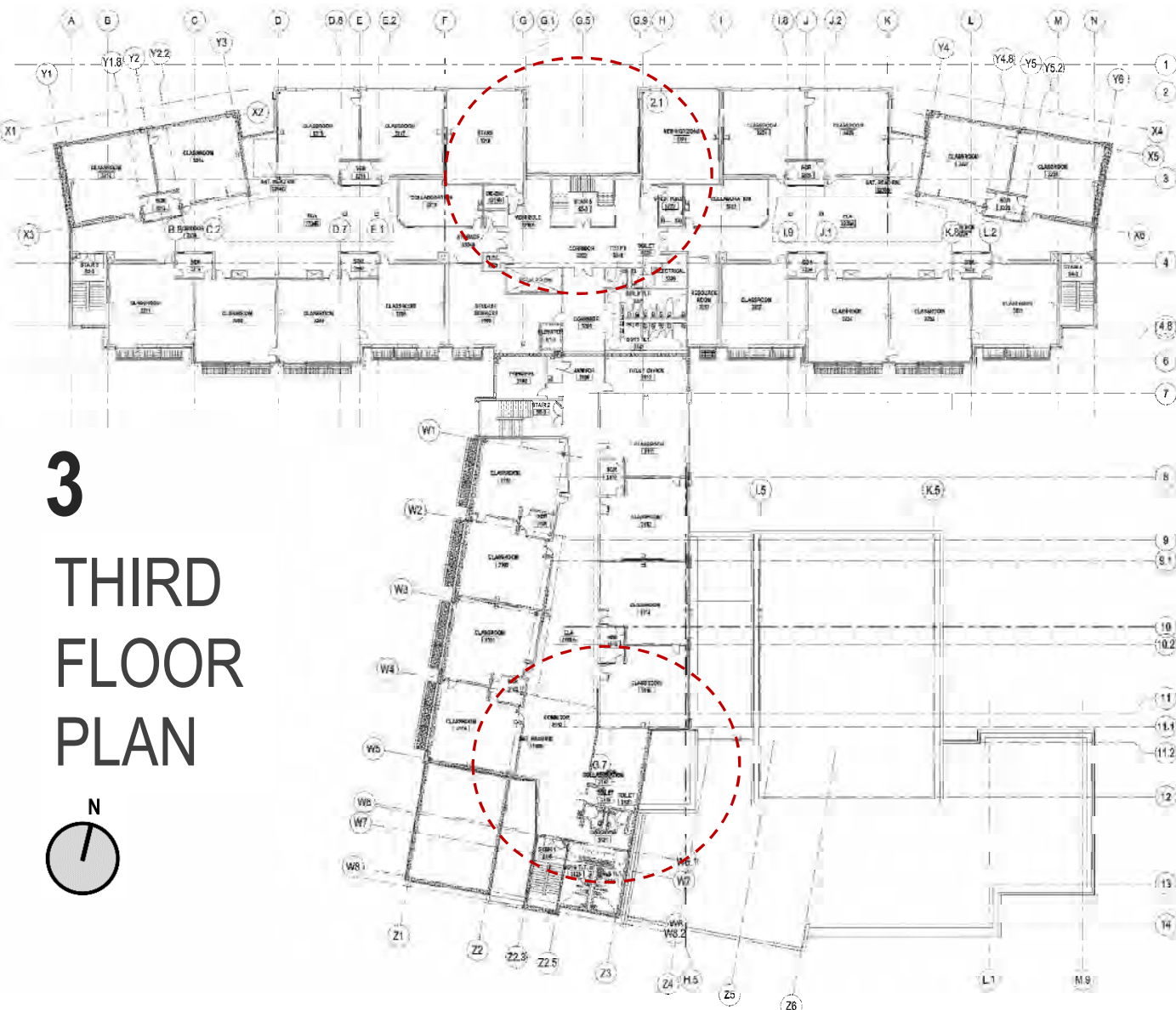
# 1 FIRST FLOOR PLAN

- One Maker Space on 1<sup>st</sup> level
- Moved central stair outward to remove bottleneck
- Flipped 9th classroom circulation inside learning community
- Developed Early Education entrance
- Developed Café 1 interiors



## 2 SECOND FLOOR PLAN

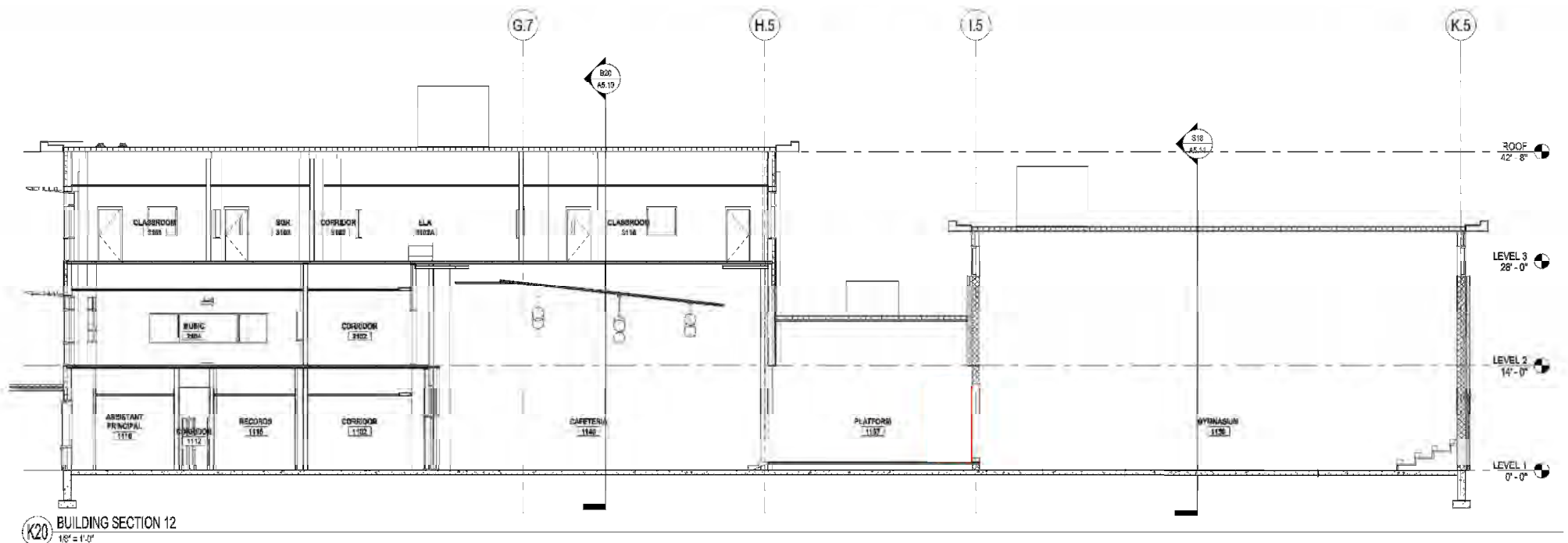
- Removed Maker Space
- Moved central stair outward to remove bottleneck
- Other numerous plan developments
- Ongoing “nip and tuck” to minimize GSF



### 3 THIRD FLOOR PLAN

- Removed Maker Space
- Moved central stair outward to remove bottleneck
- Clarified 5<sup>th</sup> grade teacher collaboration space
- Other numerous plan developments
- Ongoing “nip and tuck” to minimize GSF

- Continuing development of section drawings
- Wall sections/ Construction systems
- Ceiling Systems



## BUILDING SECTION E-W THRU “PUBLIC” WING

3

**PRELIMINARY**

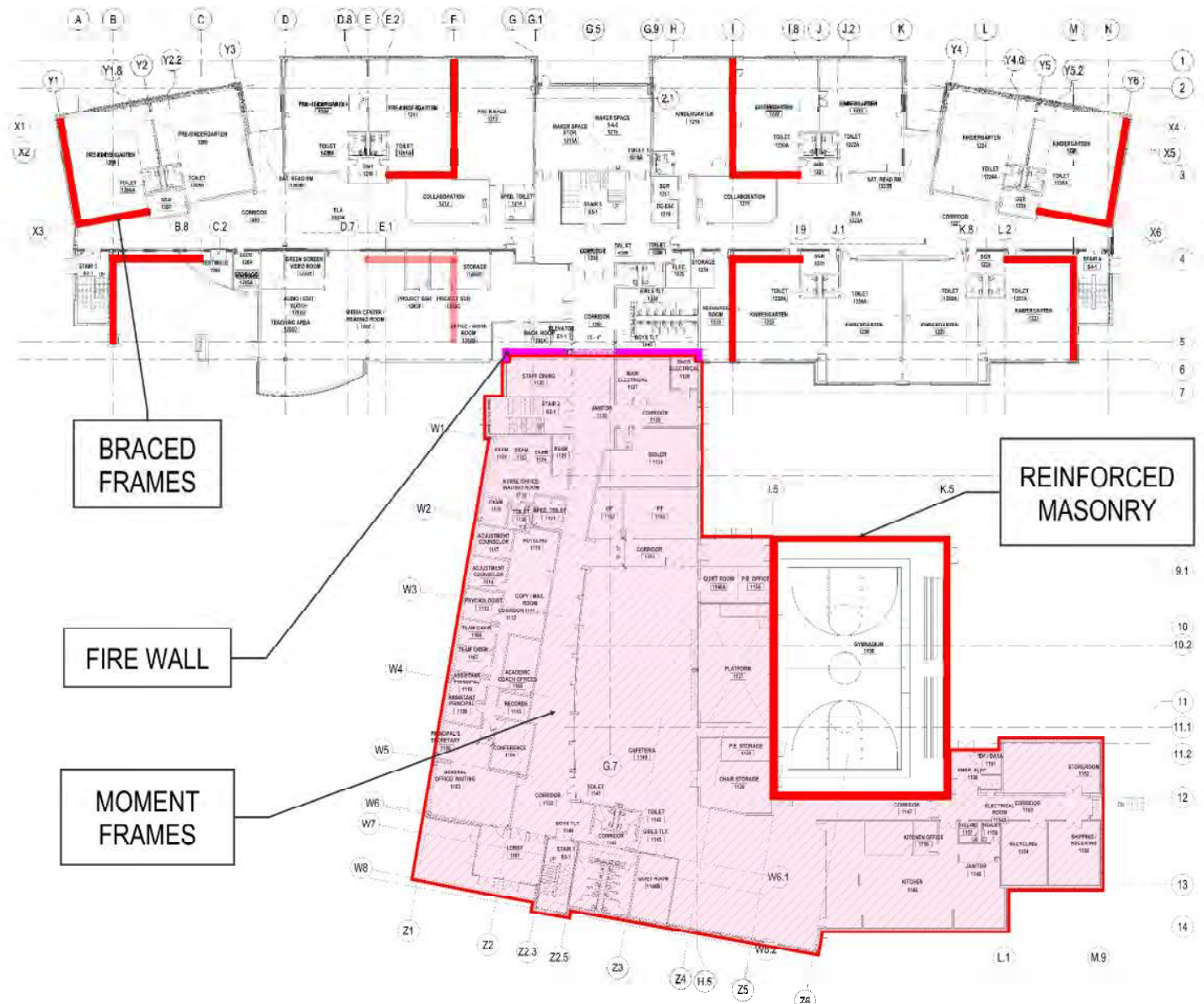
**STRUCTURAL**

**SYSTEMS UPDATE**



# LATERAL FORCE- RESISTING SYSTEMS

- Steel Frame, concrete decks
- North Wing (repetitive, vertically stacking)
- South Wing (non-repetitive, no stacking)
- Gymnasium – “Box” of Reinforced Masonry
- Cost of Fire Wall less than fireproofing



STRUCTURAL SYSTEMS



**4**

**PRELIMINARY  
TECHNOLOGY  
SYSTEMS UPDATE**

# CLASSROOM TECHNOLOGY SYSTEMS

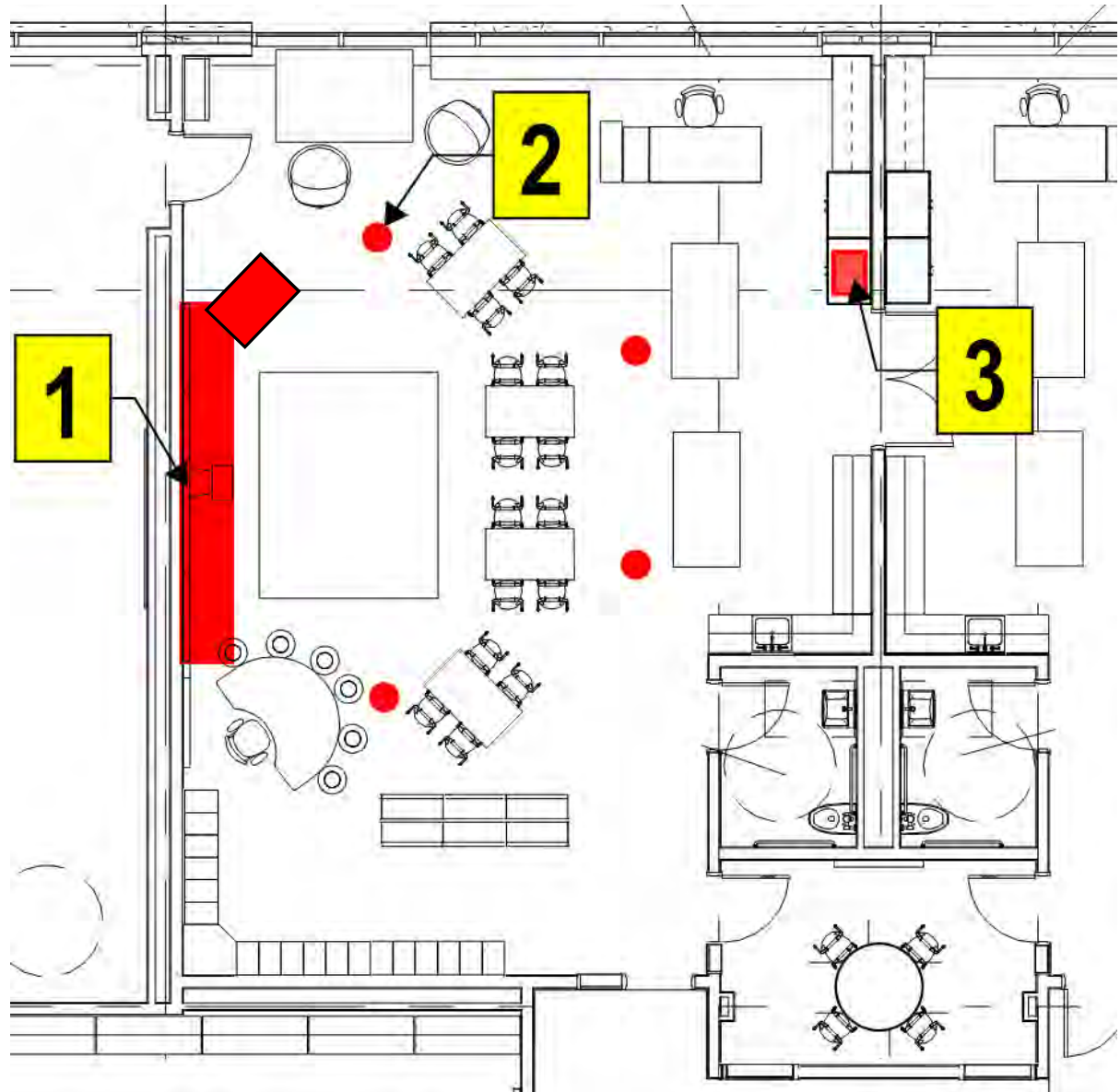
## 1. Teaching Wall:

- Interactive projector
- Writeable white board
- Technology podium

## 2. Speech Reinforcement System

## 3. Chromebook Cart in “Charging Garage”

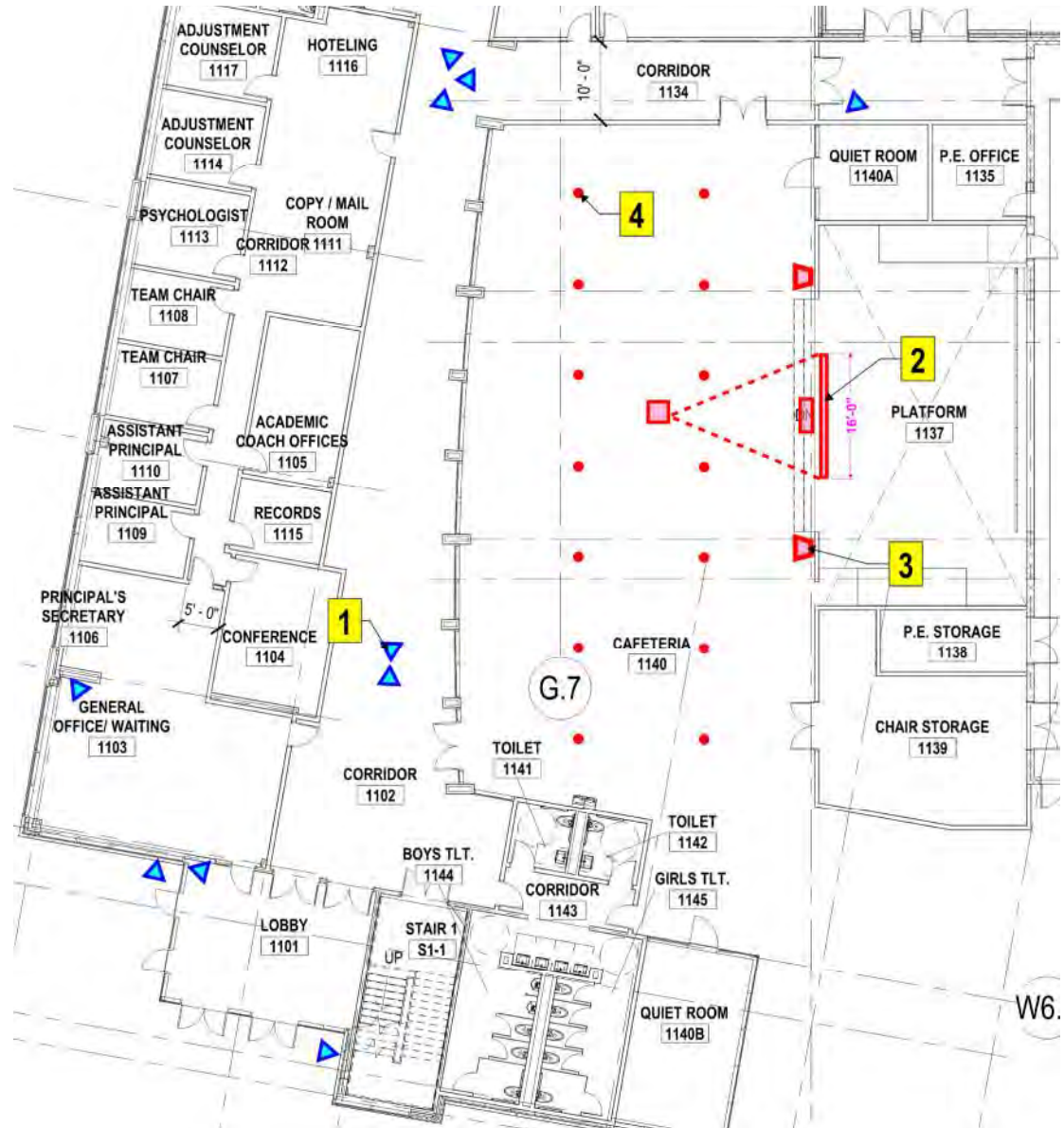
Also, communications  
systems





# CORE SPACE TECHNOLOGY SYSTEMS

1. Security System
  - Cameras & Recording
  - Opening Protection
  - Notification
2. Projection System
3. Sound System (PA)
4. Communication/Paging System
5. Phone System



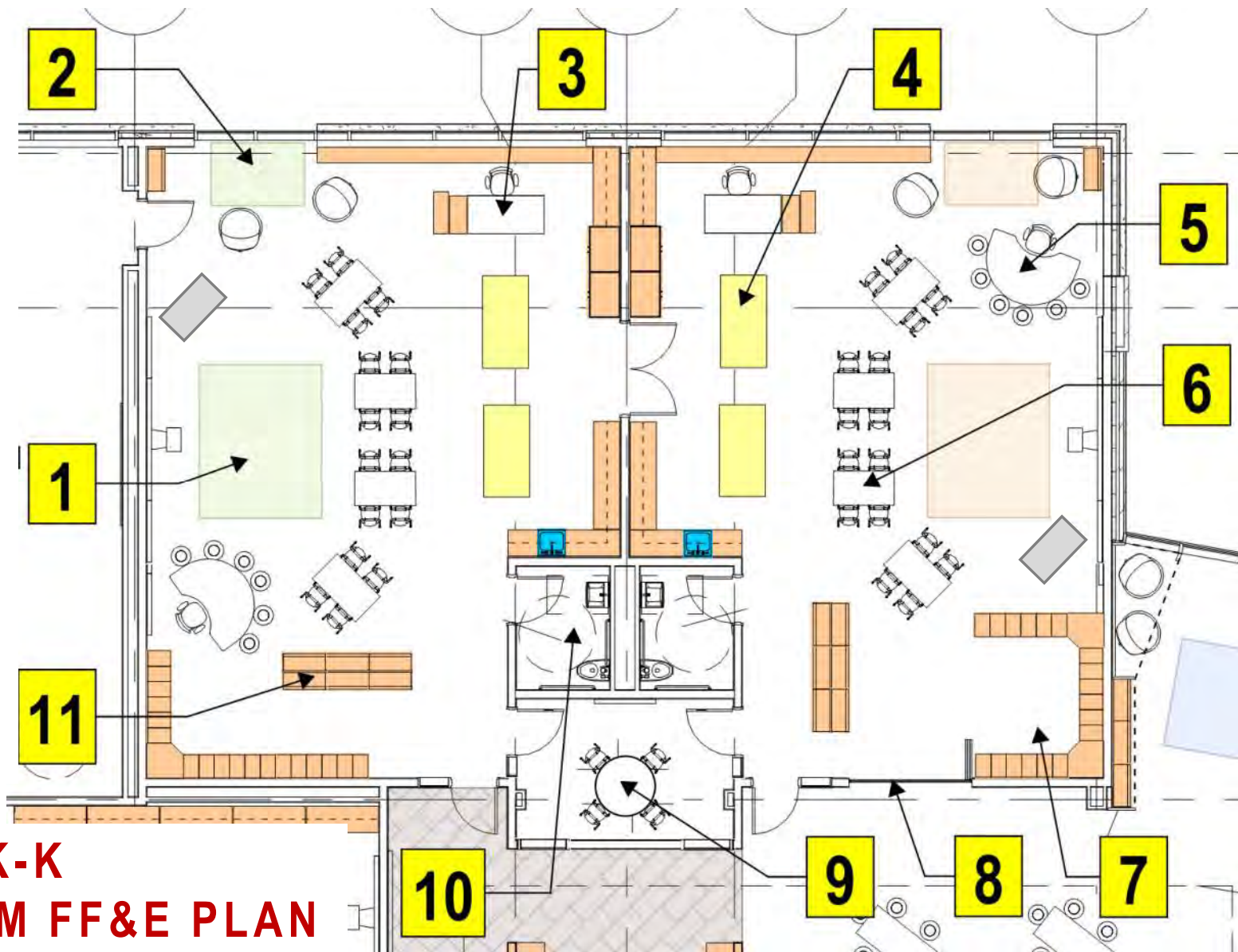
TECHNOLOGY SYSTEMS



**5**

**PRELIMINARY FF&E  
DESIGN LAYOUTS**

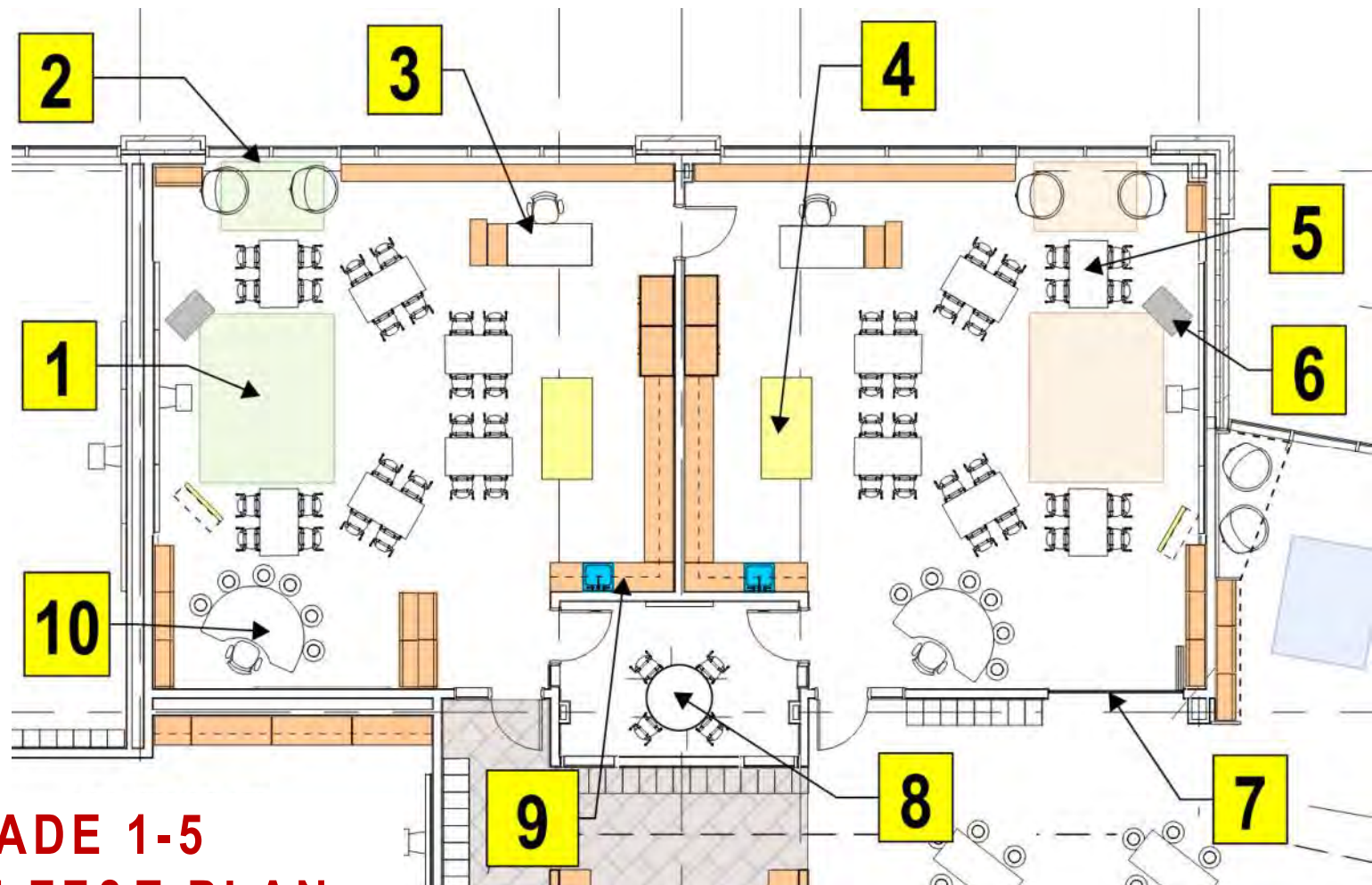
1. Teaching Wall/  
Assembly Rug
2. Quiet Reading
3. Teacher Area
4. Project Area
5. Group Table
6. Student Tables
7. Cubbies
8. Folding Door
9. Small Group Rm.
10. Toilet Rm.
11. Storage shelving



**TYPICAL PK-K  
CLASSROOM FF&E PLAN**



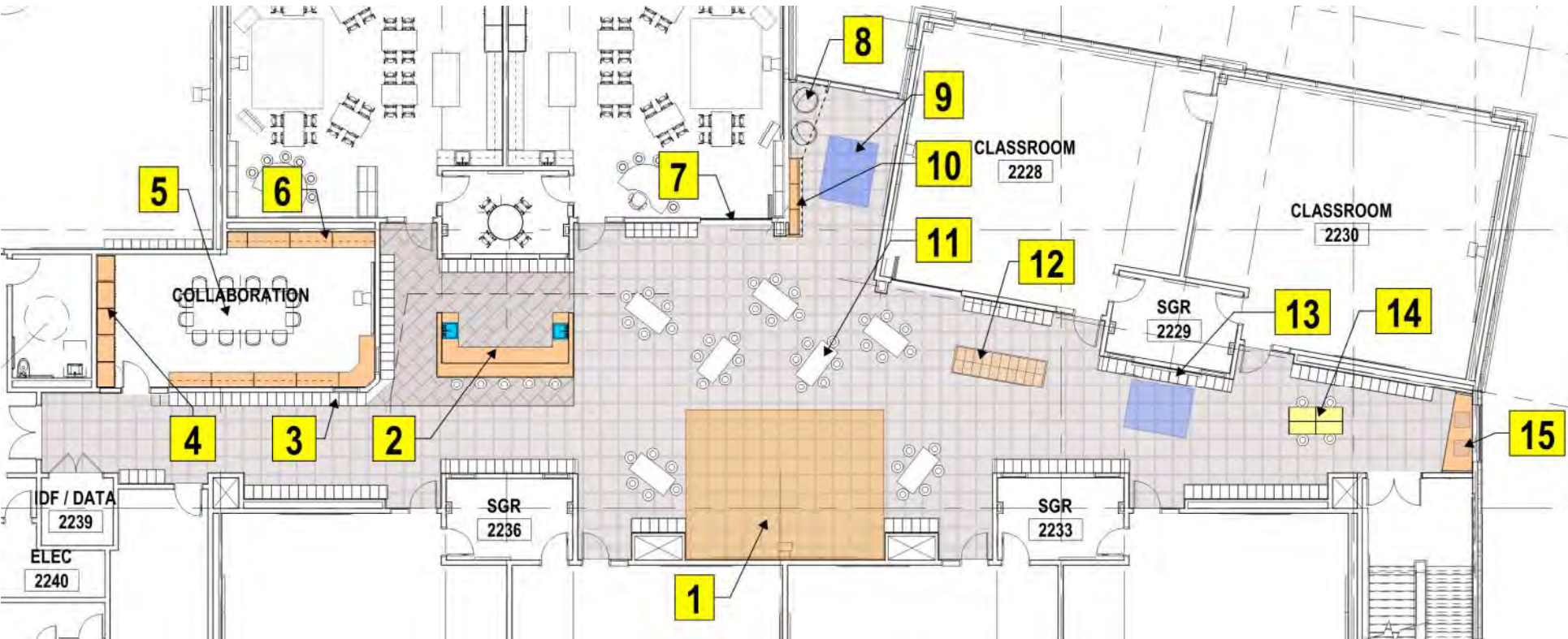
1. Teaching Wall/  
Assembly Rug
2. Quiet Reading
3. Teacher Area
4. Project Area
5. Student Tables
6. Tech podium
7. Folding Door
8. Small Group Rm.
9. Sink & Storage
10. Group Table



**TYPICAL GRADE 1-5  
CLASSROOM FF&E PLAN**







# **TYPICAL EXTENDED LEARNING AREA FF&E PLAN**

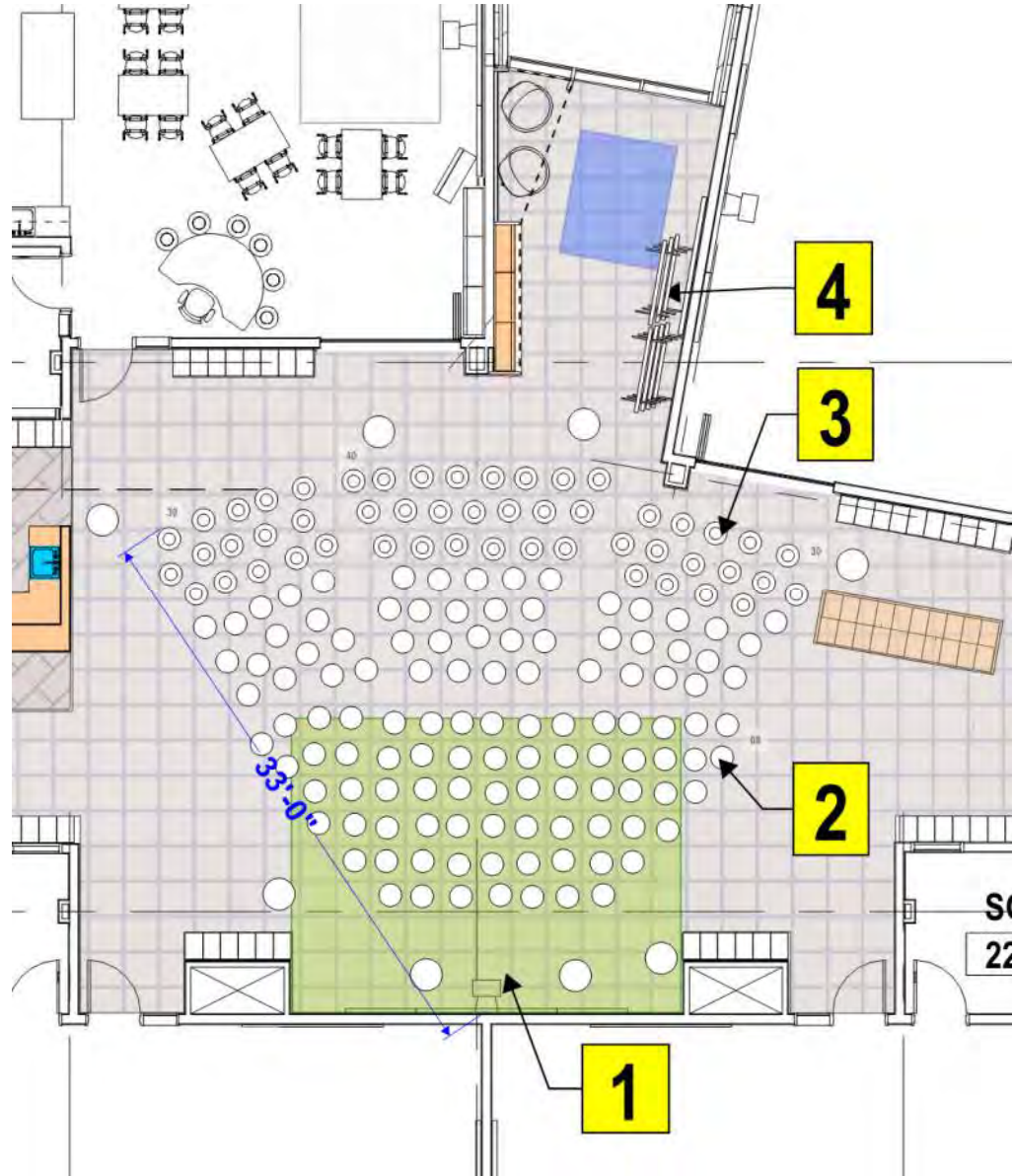
- |                                |                           |                           |
|--------------------------------|---------------------------|---------------------------|
| 1. Teaching Wall/ Assembly Rug | 6. Teacher work areas     | 11. Seated project area   |
| 2. Wet/Messy Project Area      | 7. Glass folding door     | 12. Standing project area |
| 3. Counter-Height Lockers      | 8. Reading nook           | 13. Display surface       |
| 4. Teacher Storage Cabinets    | 9. Reading area           | 14. Heads-down study area |
| 5. Teacher Collaboration       | 10. Portable book shelves | 15. Window seat           |



## EXTENDED LEARNING AREA ALL-CLASS ASSEMBLY

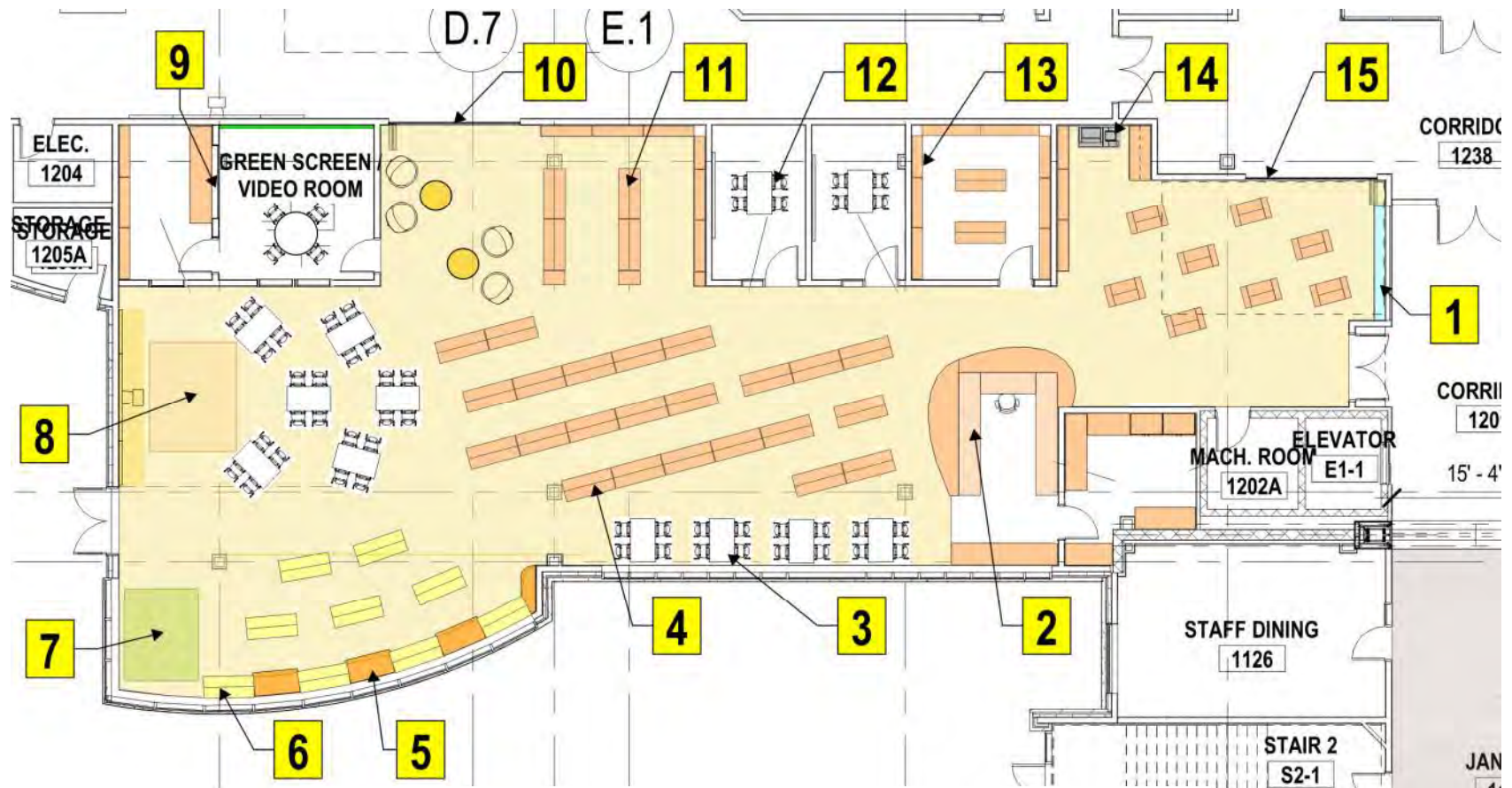
1. Teaching Wall/ Assembly Rug
2. Children on floor
3. Children on stools
4. (7) tilt-top folding tables stored

Diagram shows 168 children;  
~208 in grade level





# MEDIA CENTER PLAN



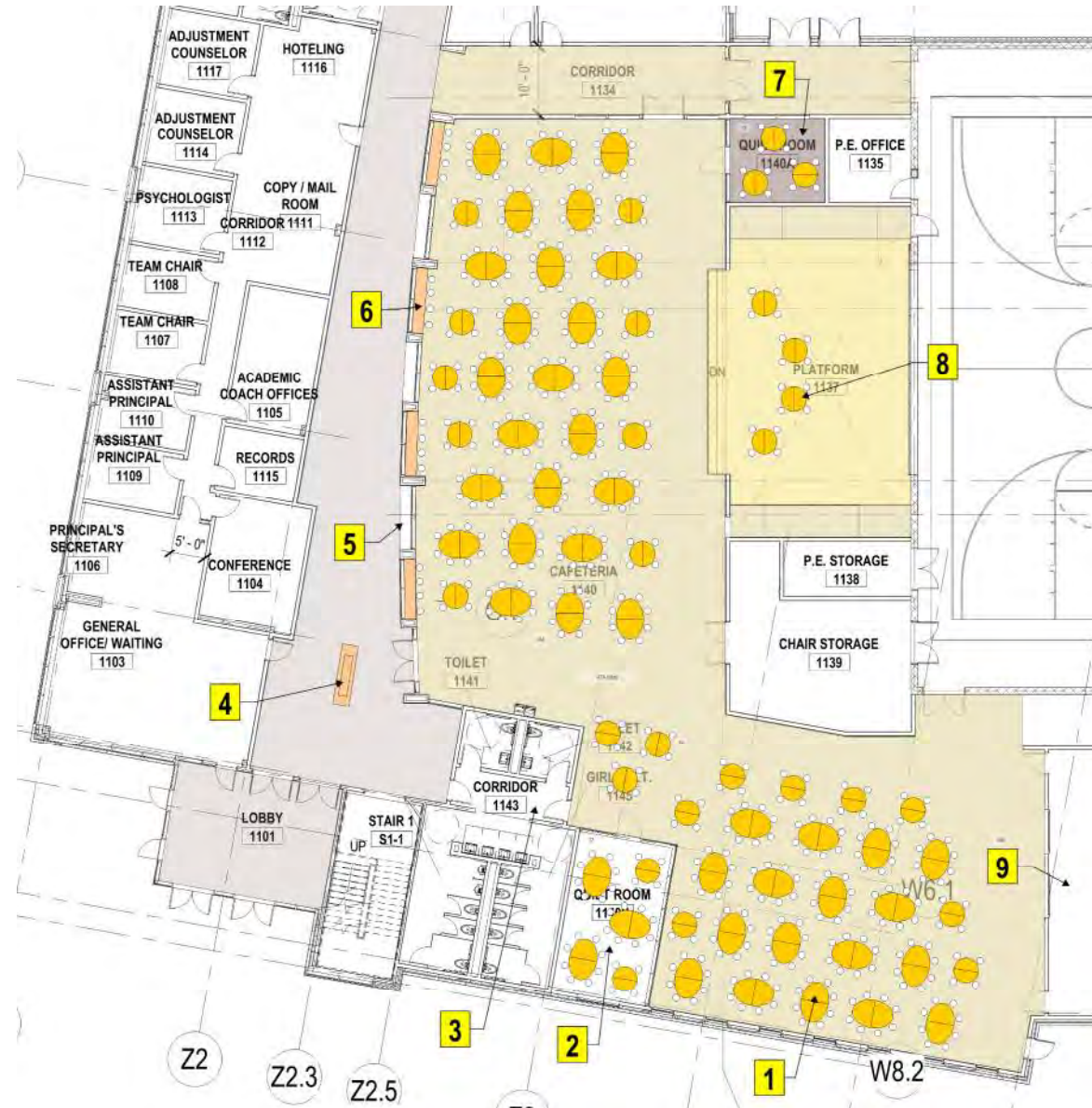
- |                          |                                  |                                       |
|--------------------------|----------------------------------|---------------------------------------|
| 1. Entry display case    | 6. Low book bins (PK-K)          | 11. Taller Stacks – Teacher Library   |
| 2. Circulation Desk      | 7. Story Corner                  | 12. Small Group Rooms                 |
| 3. Seating/ Tables       | 8. Teaching Area                 | 13. Leveled Reading Library/Storage   |
| 4. Low stacks            | 9. A/V Edit Suite                | 14. Copy Center                       |
| 5. Built-in window seats | 10. Glass Door/Soft Seating Area | 15. Glass Door/ Mobile Display Towers |



# CAFETERIA TABLE LAYOUT

1. Folding tables with integral 4 or 8 stool seats
2. Medium Quiet Room
3. Toilet access
4. Grab-n-go breakfast bar
5. Lobby seat built-in
6. Counter height window seats
7. Small Quiet Room
8. Platform seating option
9. Servery/Kitchen

Diagram shows 468 seats. A seating of two grades is ~345 students.





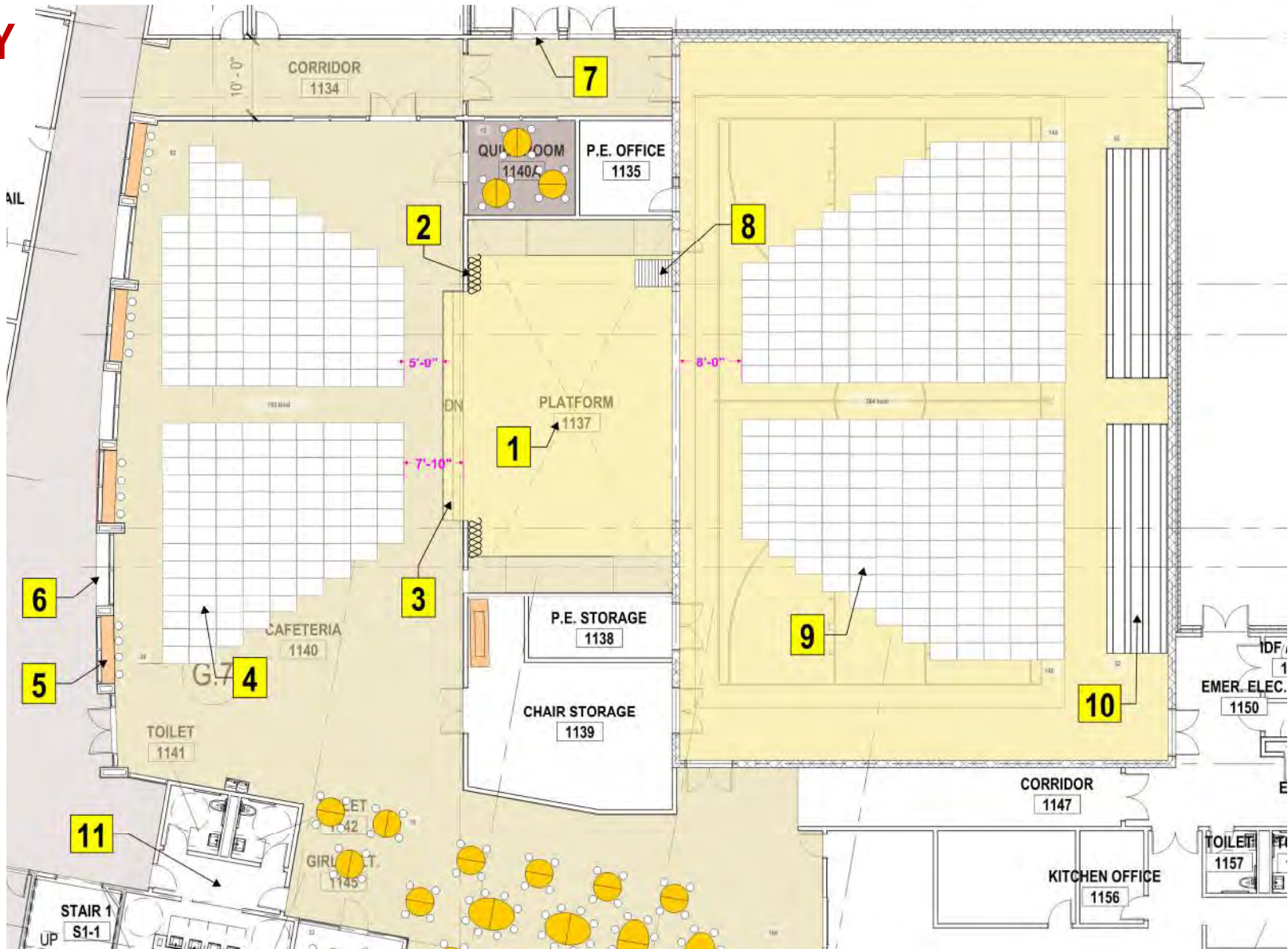
# ASSEMBLY SEATING

1. 2-sided Platform
2. Curtains
3. Steps (risers)
4. Portable chairs
5. Counter w/ tall stools
6. Lobby bench seats
7. Courtyard Access
8. Mobile partition
9. Portable chairs
10. Bleacher seats
11. Toilet access

Café 1 - 192 seats

Gym - 384 seats

SEAT COUNT SUBJECT TO CHANGE



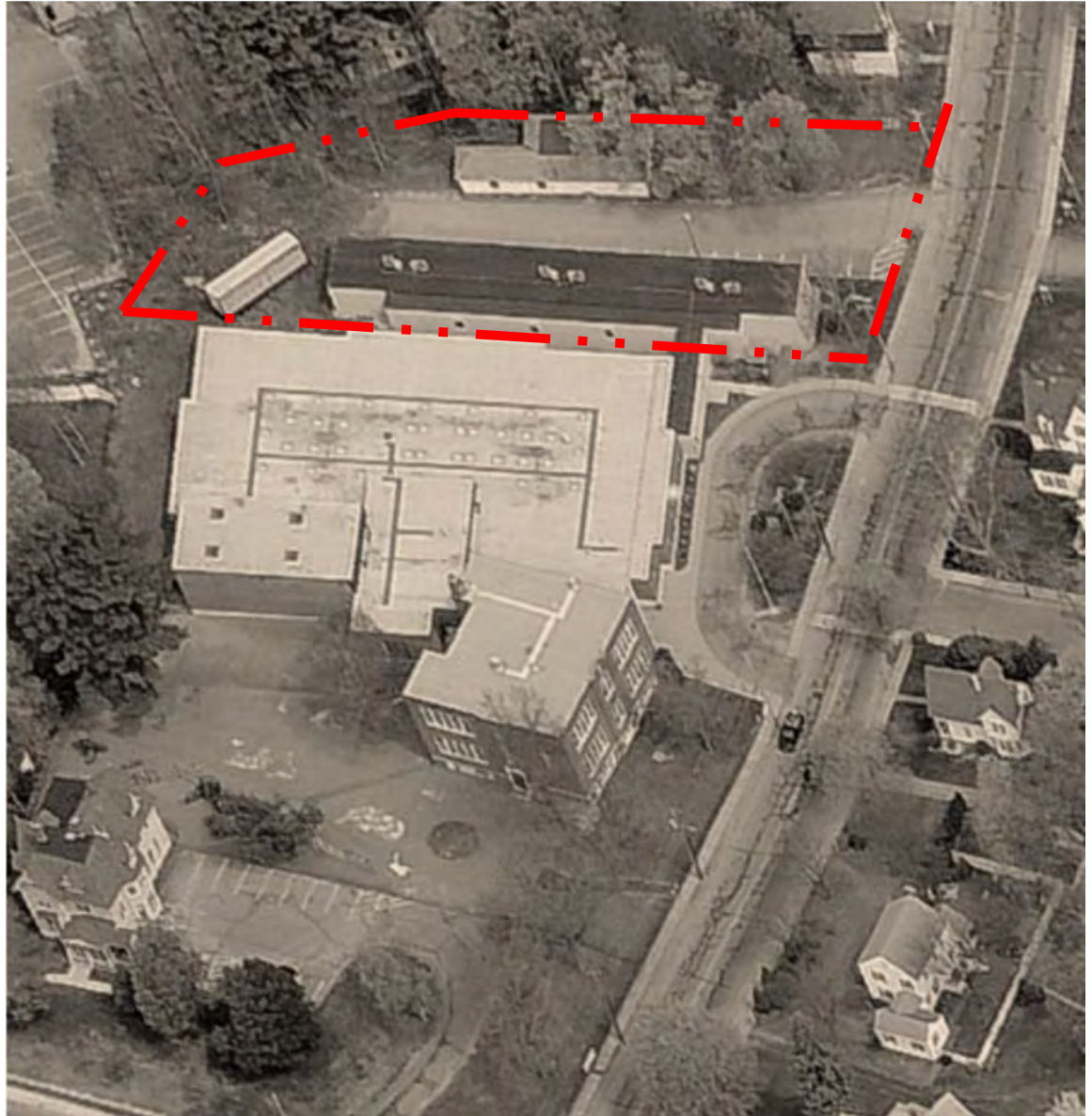
FURNITURE SYSTEMS



# 6

## DISCUSSION OF ALTERNATE NES USES

**N.E.S.  
Existing  
site**







***Thank you  
for your  
attention!***

***Questions?  
Comments?***