

**Russell Street  
School Building Committee  
Minutes**

Wednesday, January 14, 2009  
6:00 p.m.

Present: Rich Crowley  
Joe Collentro  
Diane Bemis  
Ron Catella  
Steve Mark  
Paul Avella  
Jane Hall  
Steve Venuti  
Bob White (Daedalus)  
Carl Franceschi (DRA)  
James Barrett (DRA)

Absent: Mark Mizzoni  
Keith Bergman  
Jef Feehan

- A. The meeting was called to order at 6:03 p.m. On a motion by Joe Collentro and seconded by Paul Avella, it was voted to approve the minutes of December 10, 2008. (AYE: Unanimous)
- B. Bob White gave an update on MSBA designer selection process on January 13<sup>th</sup> (with Ron Catella, Keith, Diane, Rich and Steve M.) Also started pre-construction discussion with DRA also on January 13<sup>th</sup>. January 19<sup>th</sup> will start exploratory process in Russell Street School.
- C. Carl Franceschi reviewed MSBA contract scope and process. DRA brought contract for designer to be voted by SBC and to forward to BOS (subject to revisions by “MSBA for subsequent phases beyond feasibility). Scope in contract as designed by MSBA requirement. Designer fee \$162,500 = 1.6% of \$10 Million (falls within 1½-2% cost for designer fees in feasibility study.
- D. On a motion by Paul Avella and seconded by Ron Catella, it was voted to approve the designer fee of \$162,500. (AYE: Unanimous)
- E. Move that the School Building Committee recommend the execution of a contract amount of \$162,500 with Drummey Rosane Anderson, Inc. of Newton Centre, Mass., which firm was selected by the Massachusetts School Building Authority (MSBA)’s Designer Selection Panel on January 13, 2009 for feasibility design services for the Russell Street School Repair project; with execution of said contract to be subject to approval by the Board of Selectmen. (AYE: Unanimous)
- F. Will go forward as a construction managed project to help avoid change orders and pre-qualifies the subcontractors. We bring the builder on board during design phase and will

have input on phasing, and other construction concerns during design development. The construction manager will not be brought on until funding is approved. Application for C. Matrisk needs to go to the Inspector General's Office for the 2-3 month process.

G. Timeline – preliminary feasibility study schedule reviewed.

H. On a motion by Joe Collentro and seconded by Steve Mark, it was voted to adjourn the meeting at 7:08 p.m.