

DRISCOLL ELEMENTARY SCHOOL – BROOKLINE, MA	MEETING MINUTES APPROVED 4/16/20
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DRISCOLL SCHOOL BUILDING ADVISORY COMMITTEE	JANUARY 23, 2020
Location:	333 Washington Street, School Committee Room
Time:	7:30 AM

Name	Assoc.	Present
Susan Wolf Ditkoff	Town of Brookline, Co-Chair SBS, PSB	Y
Heather Hamilton	Town of Brookline, Co-Chair SBC, TOB Board of Selectmen	Y
Karen Breslawski	Building Commission	Y
Ken Kaplan	Town of Brookline, Building Commission	N
David Lescohier	Advisory Committee	Y
Ali Tali	Transportation Board	Y
Nancy O'Connor	Parks and Recreation Commission	Y
Dan Deutsch	Community Representative	Y
Victor Kusmin	Community Representative	Y
Val Frias	Community Representative / Special Education Parent Advisory Council	N
Arjun Mande	Community Representative	Y
Lakia Rutherford	Parent Representative / METCO	Y
Sara Stoutland	Community Representative	N
Mel Kleckner	Town Administrator	Y
Dr. Nicole Gittens	Deputy Superintendent of Schools for Teaching and Learning	N
Ben Lummis	Superintendent of Schools	Y
Matt Gillis	Director of Operations	Y
MaryEllen Normen	Deputy Superintendent for Administration and Finance	N
Dr. Suzie Talukdar	Driscoll School Principal	Y
Rob Mullin	Project Manager, Public Schools of Brookline	Y
Tony Guigli	Project Manager, Town of Brookline	Y
Jim Rogers	LeftField	Y
Lynn Stapleton	LeftField	Y
Jen Carlson	LeftField	Y
Jonathan Levi	JLA	Y
Philip Gray	JLA	Y
Carol Harris	JLA	Y

Chair Susan Wolf Ditkoff called the meeting to order at 7:30am.

LeftField provided an update on the Construction Manager at Risk (CMR) procurement process, noting that the Request for Qualifications (RFQ) has been advertised in the Brookline Tab, Central Register, and COMMBUYS. CMR Statements of Qualifications (SOQs) need to be submitted to LeftField by 2:00pm on February 5th. A CMR selection committee has been recommended to the Select Board which will appoint the 5 members of the committee at their next meeting on Tuesday, 1/28. LeftField will be reaching out to the members of the CMR selection committee to schedule the first meeting. The recommended committee is comprised of (1) member from LeftField, (1) member from JLA, (1) member from the Building Commission, (1) member of the School Committee, and (1) member of the Select Board.

LeftField explained that bringing a CMR onboard during Design Development will allow the CMR to inform the design and review for constructability. They will also advise on project logistics, phasing and pricing. The project is on track to have the CMR on the team by March 5th.

JLA noted that through the procurement process, the selection committee will not only be reviewing company qualifications, but also the qualifications of individual team members proposed by each company. This process will allow the best team to be assembled for the Driscoll School project.

A member of the committee asked whether the underground parking structure was eliminated from the project. JLA explained that after reviewing with Town Counsel, it was determined that the warrant article that was approved did not include language about parking in the warrant article itself, but rather noted it in the explanation of the article, which is not legally binding.

Meeting Minutes:

Nancy O'Connor moved to approve the meeting minutes from the January 9, 2020 SBAC meeting. Victor Kusmin seconded. The minutes were approved with a 15-0-1 vote.

PRESENTATION

JLA presented the updated plan for the school, noting several changes that have been made since the last rendition was presented.

- The Cafeteria layout has been reorganized to hold (33) 8-seater round tables which will be able to accommodate 3 lunch periods.
- The Central Stair has been reoriented to achieve direct visual access from the front entrance. The open space around the stair has been reduced.
- Bathrooms have been relocated to a more central location on each floor. Currently, each K-2 classroom features a bathroom inside. Moving away from that condition has raised concerns about travel distance between classrooms and bathrooms.
- Media Center has been swapped with the Maker Space for better integration with the learning areas of the school.
- The music rooms and multipurpose room have been consolidated to create a performance arts wing that will allow easier access for the public during events. The music rooms now overlook the park and playgrounds.
- Main entrances have been consolidated to the first floor to increase visibility from front desk.
- Guidance has been moved out of the administration suite to create a safer space for students.

- There are sinks located in every classroom in the building.
- K-2 teachers did not like the separation of the teacher workspace from the rest of the classroom, JLA is reviewing an opportunity to add a bathroom at those locations in lieu of the workspace.
- It was noted that once the Construction Manager at Risk is on board, the team will take a closer look at what the temporary playspace during construction will look like.
- Pedestrian safety is being considered throughout the design – Westbourne will be widened for parent drop off with continuous sidewalks on the school side of the street and traffic signals with flashing lights will be added.
- For structural reasons, the small and large gymnasium spaces were aligned, which allows the spaces to open up onto one another for larger assemblies.
- The gross area of the lowest level has been reduced, which should result in cost savings.
- Classrooms on the upper floors have been arranged to create cohort wings with larger collaboration spaces at the center of each floor.
- The realignment of the gym allows for a separate pre-K playspace on the roof.

JLA presented images that show the massing of the school in relation to the surrounding buildings. Due to the sloping of the site, and the location of the new school on the site, the school aligns very well with the other buildings located on Washington Street, while being further away from and lower than the residences on Westbourne. The team is reviewing zoning codes and which variances may be required.

The team presented the two phase approach that a Construction Manager at-risk would likely use for the project. The first phase would enclose the area around the footprint of the new building, they would build the school and students, teachers, and staff would move into the new building in January 2023. Once everyone is moved out of the existing Driscoll School, fencing would go up around that building. The building would be abated and then demolished and construction on the landscape would commence.

Parking options were reviewed. These are the options that will be presented to the Transportation Board for approval in February.

The structured parking included in the original design would accommodate 25 parking spaces. This parking count has already been approved by the Transportation Board and would have no change in the impact to the surrounding neighborhoods, but the structure is expensive and lead to reductions in spaces within the building, impacting educational program.

Eliminating the structured parking and moving to 25 surface parking spaces in a location where the spots already exist would not impact the surrounding neighborhood or the educational program. A downside to this option is that the space could be turned into green space instead of parking.

An option to move to 12 parking spaces on site would mean slight increase in green space on site, but would require going back to the Transportation Board for additional permits, and more teachers and staff parking in the neighborhoods would put an impact on those streets.

Eliminating the parking garage will cut the budget for the project by \$4.4 million. Members noted that the garage made sense when it was originally designed to house 50 parking spaces. There was a general agreement that the 25 space surface lot would be the best for the project as it offers the most parking on site without impact to the school program. Committee member and Driscoll School principal Dr. Talukdar noted that there are more than 25 spaces on site currently and that there will be more staff coming on once the project is complete. She will continue to advocate for more parking on site.

A member of the committee asked how the noise impact between the gymnasium and the maker space is being considered. JLA explained that these two rooms are the two noisiest and therefore are best paired with one another. That being said, they are also using an acoustical engineer and will be addressing this concern as they develop the design further.

A member of the committee noted that the changes made to the cafeteria have improved the space since the last rendition.

A member of the committee asked if a second elevator would be needed given the size of the building. JLA noted that they are considering adding a one stop level elevator to streamline community access to the gymnasium area. The most recent MSBA schools have only a single elevator as it is meant to be used only for those who need it and not for the entire school population. A stair climber will also be included for emergency egress by those in wheelchairs.

Committee member and Driscoll School principal Dr. Talukdar noted that the JLA team met with various teacher groups to develop the design. She added that she was pleased to see how the music teachers' comments were incorporated in the updated design as the design is much more flexible.

It was noted that moving the media center to upper floors creates vertical connection and engagement across floors.

It was noted that the gymnasium needs at least two levels of bleachers along the long dimension of the space. A scoreboard should also be considered.

A question on building security after hours during community use was asked. JLA explained that the classrooms and other spaces not associated with community use will be able to be closed to the public. JLA will present these zones of security at a future meeting.

The Project Schedule was outlined by LeftField. Design Development (DD) will be complete by the end of June. Once there is a sign off on the DD set of drawings, the Construction Document (CD) phase will begin. During this phase, JLA will develop the approved design into a technical set of documents that will be used to bid and build the project.

The Construction Manager At-Risk is expected to be on board by mid-March. They will work as another partner in the team to review documents for constructability, inform the project budget and schedule, and generally help shape the project during their preconstruction phase.

There will likely be an early package that will be bid in Fall 2020 with construction starting at the end of the year. A main bid package will be released in early 2021 with main package construction starting in early Spring 2021. Construction on the new building will continue through the end of 2022 and the building is expected to open for use in January 2023.

Once the new building is occupied, the phase 2 site fence will be constructed around the rest of the site. The existing Driscoll School will be abated and then demolished with the remaining landscape work immediately following.

Members of the committee and the public expressed concern about temporary play space for the students. It was noted that the temporary play space would need to be reviewed more closely once the CM at Risk was on board as their needs on site would help inform that design.

A member of the public noted concern regarding air quality during the demolition of the existing building. It was noted that the CM at Risk has strict requirements that they keep all dust and debris under control within the site fence.

Upcoming Meetings:

- 1/29/20 – Driscoll Playground Design Review Committee Community Forum #1
7:00pm – 9:00pm @ Driscoll School Library

- 1/30/20 – Working Group Meeting
7:30am – 9:00am @ Town Hall, Room 111

- 1/30/20 – Food Service Meeting
12:30pm @ Ridley School Cafeteria

- 1/30/20 – School Committee Meeting
6:00pm @ Town Hall, School Committee Room

- 1/31/20 – Security/Safety Meeting
11:00am – 12:30pm @ Town Hall, Room 111

- 2/03/20 – Design Subcommittee Workshop #1
6:00pm – 9:00pm @ Town Hall, School Committee Room