

<b>DRISCOLL ELEMENTARY SCHOOL – BROOKLINE, MA</b>	<b>MEETING MINUTES APPROVED 12/17/20</b>
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<b>DRISCOLL SCHOOL BUILDING ADVISORY COMMITTEE</b>		<b>October 29, 2020</b>
Location:		Online GoToMeeting
Time:		7:30 AM
<b>Name</b>	<b>Assoc.</b>	<b>Present</b>
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 Leschier	Advisory Committee	Y
Ali Tali	Transportation Board	N
Nancy O'Connor	Parks and Recreation Commission	Y
Dan Deutsch	Community Representative	Y
Victor Kusmin	Community Representative	Y
Linda Monach	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. Jim Marini	Interim Superintendent of Schools	N
Matt Gillis	Director of Operations	Y
MaryEllen Normen	Deputy Superintendent for Administration and Finance	Y
David Youkilis	Interim Driscoll School Principal	Y
Helen Charlupski	School Committee	Y
Tony Guigli	Project Manager, Town of Brookline	Y
Dan Bennett	Building Commissioner	Y
Charlie Simmons	Director of Public Buildings	N
Jim Rogers	LEFTFIELD	Y
Lynn Stapleton	LEFTFIELD	Y
Jen Carlson	LEFTFIELD	Y
Matt Casey	LEFTFIELD	Y
Adam Keane	LEFTFIELD	Y
Jonathan Levi	Jonathan Levi Architects	Y
Philip Gray	Jonathan Levi Architects	Y
Carol Harris	Jonathan Levi Architects	Y
Eduardo Vivanco	Jonathan Levi Architects	Y
Walt Kincaid	Gilbane Building Company	Y
Lynda Callahan	Gilbane Building Company	Y
Robert Braga	Gilbane Building Company	Y
Joe McCoy	Gilbane Building Company	Y
Werner Lohe	Community Member	Y

The meeting was called to order at 7:30 AM.

Jonathan Levi Architects (JLA) presented a design update, but noted that there have been no significant changes to the design since the last update in August. JLA explained that there is nothing new to the landscape design as this was reviewed and approved previously by the Driscoll Park and Playground Design Review Committee (DRC).

JLA explained that since August, the Project did achieve a recommendation from the Planning Board. The next step in the Planning Board process is to appear before the Zoning Board of Appeals. JLA noted that the Planning Board was interested in site grading and the main entrance to building. Based on the board's comments, the entrance canopy was streamlined and fine tuned. There is a bench at the front entrance and some contoured landscaping that will stop any vehicles from colliding with the building.

Exterior sunshades have been identified as an add alternate due to the expensive nature of the material and related structures. As an add alternate, the Project will receive more information on pricing in February and will be able to make a decision then whether or not to include them in the project.

JLA presented a summary of items required for zoning relief. SBAC members Arjun Mande and Victor Kusmin were on the Design Advisory Team (DAT) which made a recommendation to the Planning Board for approval on the items requiring zoning relief. The Planning Board voted that it is a responsible design.

JLA presented an animated walkthrough that is available on the project website.

Members of the committee suggested adding greenery to the control bench at the front entrance, JLA explained that the bench may not be wide enough to add greenery.

Another member of the committee noted that the presentation and progress of the project shows that the design team has been listening to community feedback. Concern was raised about skateboards using the front entrance bench. JLA explained that there are clips that will be installed along the edges that prevent skateboards from sliding along the bench.

Chair Susan Wolf Ditkoff noted that the cafeteria will be an important community space within the building, adding that the view out to the park and playground area is beautiful and shared by many spaces in the building.

A member of the committee asked what feedback was taken from the community and teachers over the summer. JLA explained that the team will be setting up one more round of meetings with school staff to review IT, outlet locations, etc. JLA added that they are not aware of anything that the teachers wanted that has not been incorporated into the drawings.

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School Principal David Youkilis noted that there have been a lot of discussions with teachers and staff, he added that the current design meets the needs of the school and staff.

A meeting attendee noted that it may be nice to have a few teachers from each grade to zoom and look at rooms and spaces, to review the building in the 3D model. JLA noted that they are looking forward to meeting with the teachers and staff again. They will need to meet to confirm amount of storage space

available, also to help manage expectations. Preparing the teachers and can make minor changes that do not affect the documents.

A member of the committee noted that sometimes mockups using tape on the floor can sometimes be helpful for end users to better understand the scale of the space. JLA noted that the most useful tool to help them understand the spaces, will be to bring teachers through a mock-up classroom once the building is framed out.

A member of the committee asked about break out rooms for testing with students one on one. JLA noted that there are a lot of flexible break out spaces within the building that are scattered throughout the building that could be used for many uses.

A Transportation Board update was presented by JLA. The Project went before the Transportation Board to request clarification on the work required at the Westbourne Terrace north sidewalk. When the board approved the overall design last year, they also noted that narrowing the street allows an extra foot that should be used to make an ADA sidewalk on the north side of the street. The team walked the sidewalk with Todd Kirrane from the Traffic Department. JLA presented the three options that were presented to the board.

Option 1 – Fill in dirt areas with ADA compliant sidewalks removing 6 street trees as they would not survive the process. Tree Warden Tom Brady reviewed the trees on site and provided helpful input. Option #1 would cost \$50k and was included in the pricing set.

Option 2 – This option was the chosen option and will cost \$235k, which is \$185K above what is included in current pricing. This option leaves street trees in place, pushes sidewalk into the parking lane and extends the existing driveway aprons out to make the driveways ADA compliant. This option removes 2/3 of the parking on that side of the street – 25 spaces down to 9 spaces. Funds will be reallocated from Project. Should be less pedestrian traffic at north side of Westbourne due to design. This option will be completed over the course of Summer 2021 to be used as ADA path during construction.

Option 3 – No change to the north sidewalk.

JLA provided a Healthy Design update noting that current best practices for building design align with best practices for COVID safety. Area studied quite a bit by hospitals to meet their standards.

Hand hygiene – frequent hand washing. Sinks in every classroom, hand washing stations at cafeteria.

Cleanable surfaces – materials chosen that are easy to maintain and wipe down.

Indoor Air Quality – displacement air system, the system is not only energy efficient, but is also excellent at removing pollutants. The Building is essentially wearing a mask. Air that comes in is filtered, any recirculated air passes through a MERV 13 filter before entering a new space. Slow air from bottom to top moves through space better with lower CO2 levels.

Social distancing – 25% more Gross Square Feet per student, 4 lunch seatings are possible rather than 3, will allow student distancing.

Testing – There are two main entrances which allow two locations to take temperatures prior to entering the building. This would mean less congestion at entrances.

A member of the committee asked if JLA has been advised by consultants on how to make building safe for pandemic conditions. JLA confirmed that HVAC systems are fully compliant with Brookline's evolving standards and that the systems can be set to 100% fresh air at will if desired.

A question was asked about making surfaces safer. JLA and Leftfield explained that anti-microbial coating are becoming available for hardware and FFE. This option will be looked at more closely as the

A member of the committee asked what Brookline's current standards are. Matt Gillis, explained that the current guidelines include touchless water fountains and bottle fillers to reduce need for contact, 4 air changes for classrooms, 6 air changes for art classrooms, 8+ air changes in nurse suites, 6+ in art rooms – more HEPA filters added to existing building's rooms to meet these standards.

The question was asked about having a separate resting area in the nurse's suite with one or two beds to separate those with contagious symptoms from those without. JLA explained that there is one closeable room, which is a current MSBA standard. JLA explained the layout of the nurse's suite. It was noted that even chickenpox or other highly contagious things that will need separate space – consider how to provide flexibility to expand across the hallway.

A member of the committee asked about how the chosen Transportation Board sidewalk option will be funded as it was noted to be \$185k above budget. JLA explained that the team is looking at options to address the cost in the building without making a change that would negatively affect education or maintenance of the building. It was also noted that there is still Design Contingency available that could cover something like this between now and bid time.

LeftField presented an update on budget explaining that CHA and Gilbane's 60% CD Cost Estimates came in within 1.5% of one another. He added that this means JLA's drawings were complete for this stage and that the estimators were therefore looking at same project.

LeftField explained that the project is currently tracking 3% under budget before adding back any add alternates. It was noted that the add alternates do not affect the educational approach of the building. If all three alternates are added back into the project, the project would only be \$700k over budget.

Gilbane explained that one difference between the two estimates is that insurance should be in total contract value. Of the total \$1.6M difference between the estimates, \$500k of that difference is in the sitework number. Gilbane's estimate is more conservative on sitework because it is part of the early package and they have obtained subcontractor input. Another difference between the estimates is the \$180k between the HVAC estimates which reflects differences in unit prices and market realities. JLA added that when bids do come in, they will likely vary more than 1.5% across bids in categories, so it makes sense that the estimators have differences.

Gilbane explained that getting closer to bid dates allows the estimators to reduce the amount of escalation they are carrying. They explained that there is a general consensus in the field that there is some softening of the market which is playing out in an increased level of competition on Filed Sub Bids. Gilbane added that there may be an increase in certain trades as a result of higher demand and plant shutdowns due to COVID.

LeftField reviewed how Value Management was utilized in order to get the project below the budget. At 50% Design Development a VM list was developed. At 100% DDs \$1.6M worth of VM items were removed. There were several items that were identified at that stage that needed to be reviewed further. After discussion with the Town and School, the team was able to remove another \$792K from the project.

Bid Alternates were also identified that will be identified in the drawings as an alternate to the base bid. When bids are due, the team will know which of the items could be added back into the project based on how low the bids come in. These alternates are Geothermal Wells, which does not impact the fossil fuel free energy goals of the building as the new base bid is another all electric option, the exterior sunshades with associated structure, and the bumper guards in classrooms and corridors. The total of these three alternates were estimated to be \$3,223,000.

The 90% CD pricing set will be issued on 11/20/20, and will be used to buy sitework to start construction by March 2021. This set will also be used to obtain a building permit. 2/1/21 the remainder of the building will be bid. Once the project bid results are received, the project will come back to the Town to decide which add alternates will be added back into the project, if any. The approval process for deciding alternates and contract changes based on how Town Meeting funding was allocated is the responsibility of the Building Commission, School Committee, and Select Board.

A member of the committee asked if there is a down side to removing the sun shades - will deletion affect the heat of the room? JLA explained that there is high performance glass specified for the building which are helpful in preventing glare and heat gain. Roller shades will be available at windows either way which can also be manipulated to reduce glare.

Susan Wolf Ditkoff made a motion to approve meeting minutes from the August 20, 2020 School Building Advisory Committee meetings. Lokia Rutherford seconded the motion. Fourteen members of the School Building Advisory Committee voted in favor of approving the meeting minutes. The meeting minutes were approved 14 – 0 – 0.

Gilbane provided an update on logistics. They outlined the process to date which includes meeting with Police, Fire, Traffic, and the neighbors along with a host of other stakeholders.

The Project Team has met with commercial abutters. Feedback has been received and Gilbane has closely reviewed details and phasing to find solutions and compromises that work for all. Several options are being reviewed at the Washington Street side of the site, the options are a partially open sidewalk with covered walk, fully open sidewalk with police details, and fully closed. Gilbane has brought Vanasse on board to help clarify what is safest way through a review of the draft Construction Management Plan (CMP). Through reviews with Police and other Town stakeholders, the safest option currently seems to

be closing the sidewalk between 6am and 4pm daily. This would mean moving pedestrians across to the other side of street to move people safely around the construction. However, abutters have expressed concerns with this approach.

The second area of concern for abutters is the Washington Street entrance to the alley between the new school and commercial abutters. Gilbane explained that the Support of Excavation (SOE) and space needed to work with equipment while also maintaining emergency access all the way around the building, that there would only be 3 feet of space available to create a pedestrian path between Washington and the back of the businesses. This passageway could not be maintained 100% of the time. Every time that the Washington Street side of the alley is not open, access to the back of the businesses is maintained via Westbourne Terrace.

Contractor parking was reviewed to explain where contractors will be parking and how Gilbane is designating the furthest spaces that have been identified as not used frequently for contractors. Closer spaces will be used for teacher parking and parking spots closer to businesses will also be off limits for contractors. Documents designating parking for contractors will be included in bid documents.

Gilbane also identified other projects in the area of the Driscoll Project. They noted that there seems to be no impacts to the Driscoll Project, but the team will continue to track the projects.

It was noted that the traffic consultant has been engaged to take a deeper look at the CMP to make sure the approach is the safest possible.

A member of the School Committee asked how teacher parking would be handled for the project and how contractors would be encouraged to park further out than the teachers. The School Department will be working with the Transportation Department to assign permits to teachers for parking through construction.

The meeting was adjourned at 9:20am.