

NEWTON PUBLIC SCHOOLS

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Memorandum

TO: David Fleishman, Superintendent
School Committee

FROM: Sandra Guryan, Deputy Superintendent/Chief Administrative Officer

DATE: May 12, 2014

RE: Angier Elementary School Project
Carr School Swing Space Project
Zervas Elementary School Project
Cabot Elementary School Project

This update addresses information on the Angier Elementary School project, the Carr School swing space project, the Zervas Elementary School project, and the Cabot Elementary School project. Plans are underway to hold a joint meeting of the School Committee and the Board of Aldermen on June 11, 2014 to review the plans and progress of Angier, Zervas, Cabot and Carr school projects.

I. Angier Elementary School Project

On April 16, 2014 the Design Review Committee (DRC) reviewed the progress of the 60% construction documents (CD) with a particular focus on energy use in the new building. Bids for early site construction (GMP#1), such as the retaining wall along the MBTA property, have been received and reviewed by W.T. Rich, the project's construction manager-at-risk. These will be reviewed and contracts executed by the city so that work may begin at the end of June 2014.

As the project is nearing the construction phase, the city is scheduling weekly construction meetings between the project team, the contractor and representatives of the city Public Buildings Department and the school Operations Department. In addition, the city is instituting monthly community meetings to provide updates regarding construction operations on the Angier site. The community meetings will be held on the second Thursday of each month at 7:00 p.m. in conjunction with the Waban Area Neighborhood Area Council at the Waban Library Center. At the first meeting, held on May 8, 2014, the project team provided an overview of the construction schedule and the type of work which will occur between June 2014 and project completion in February 2016.

Key upcoming dates are as follows:

May 14, 2014	Design Review Committee (DRC) meeting - CD progress review
May 21, 2014	DRC meeting – 60% CD and cost review
May 27, 2014	Update meeting - TBD Joint Board of Alderman and School Committee

May 29, 2014	ASBC/DRC meeting - Vote on 60% CD for submittal to the MSBA
June 12, 2014	Monthly community update meeting on construction - in conjunction with Waban Neighborhood Area Council meeting

A link to the Angier project website, which includes information about the community meetings as well as other project information, is as follows:

[Angier School Project](#)

II. Carr School Swing Space Project

Building construction continues to be on schedule and a significant amount of work has been completed. The furnishings from Angier will be relocated on June 25, 2014. Interior painting continues throughout the building and is nearing completion on the second floor. Interior mechanical, electrical, plumbing and fire protection work is ongoing. The HVAC units are in the process of going through startup. All new exterior doors have been installed except for the locations that are being used for construction access. The elevator is operable and the new generator is in place. Eighty-percent of the classroom lighting fixtures have been installed. Installation of toilet room wall tiles is 95% complete and installation of plumbing fixtures is ongoing. Site work in both the front and the rear of the building is in process. The construction trailers and fencing have been removed and the field office has been moved to internal space in the building. Refurbishing of the cupola is completed and the finish paint will follow.

III. Zervas Elementary School Project

On April 16, 2014 the Board of Aldermen and School Committee met jointly for a presentation on the status of the project’s feasibility study. Joslin Lesser and Associates (JLA) provided an update on preferred site options on the existing site and on an expanded site. The Zervas School Building Committee (ZSBC) and Design Review Committee (DRC) will meet on June 4, 2014 to review the site options with the goal of selecting a preferred schematic option as the City continues to explore acquisition of three residential properties that abut the Zervas site. Items under consideration include: the placement of the proposed building on the site, the provision of an exterior gathering space, and the best mix of parking, play and green space. The educational program is fully met in all the initial site options.

On May 14, 2014, the request for qualifications (RFQ) for a Construction Manager-at-Risk (CM) will be advertised in the Central Register, the Boston Globe, CommBuys (the state’s new electronic procurement system) and on JLA’s website. Qualification responses are due from applicants on May 28, 2014. The Zervas Working Group has established a Pre-qualification Committee for the CM pre-qualification review and applicant interview process. This committee will meet on June 5, 2014 to determine qualified firms. Once the committee determines qualified firms, the request for proposals (RFP) stage will proceed and qualified CM firms will be asked to submit proposals due in late June. Interviews will be conducted in early July 2014.

Key upcoming dates are as follows:

May 14, 2014	Advertisements for CM-at-risk appear in varies print and electronic media
May 28, 2014	Qualifications from CM firms are due to JLA
June 4, 2014	ZSBC/DRC joint meeting
June 5, 2014	CM Pre-qualification Committee meeting to determine qualified CM firms

For more information, including materials such as the educational program, feasibility site options and selection matrix, please use the following link to access the project page:

[Zervas School Project](#)

IV. Cabot Elementary School Project

On April 8, 2014, the city submitted a draft request for services (RFS) for an owner's project manager (OPM) to the MSBA for review and comment. Comments were received and incorporated into the draft and distributed to the Cabot School Building Committee (CSBC) and Design Review Committee (DRC) for review at their first meeting on April 17, 2014. The meeting was focused on the MSBA building construction process and to review the next steps in the feasibility phase which is to develop a project team including an owner's project manager (OPM) and a designer. As a result, the CSBC approved the proposed Request for Services (RFS) for an OPM and the proposed advertisement. They also approved the use of the City's Designer Selection Committee (DSC) to review applications and conduct interviews, consistent with city procedures. The advertisement was posted on April 30, 2014 and a voluntary, informational meeting and facility tour for prospective OPM firms was held on May 6, 2014. OPM applications are due on May 14, 2014. The Designer Selection Committee (DSC) will conduct interviews and rank candidates according to a set of criteria with the goal of submitting the top three finalists to the Mayor by early June 2014.

After an OPM has been selected, a contract will be negotiated and a package of information regarding the selected OPM and selection process will be submitted to the MSBA's OPM Review Panel for approval. Once hired, the OPM will assist in designer selection which is handled through the MSBA's Designer Selection Panel. The feasibility study will begin after the designer is hired.

Key upcoming dates are as follows:

May 14, 2014	OPM responses due to City
May 21, 2014	DSC develops short-list of OPM respondents for interviews
May 28, 2014	DSC conducts interviews; ranks top 3 finalists to submit to Mayor
June 2-8, 2014	Negotiate with selected OPM respondent
June 11, 2014	Final OPM selection submitted to MSBA for review and approval
July 7, 2014	MSBA OPM Panel review and meeting, if required
July 8, 2014	OPM contract executed