

Strategic Building Solutions, LLC

To: Members of School Building Committee

From: Jon Winikur and Ken Romeo

Date: December 18, 2008

Subject: Building Committee Meeting of December 3, 2008

Summary of Meeting Discussions

Next Meeting: 7th of January at 7:00 pm in the High School Library

Meeting Participants (*indicates those not in attendance):

- **Henry V. Boezi***
- **Cheryl Botwick.***
- **Sue Cienki**
- **Maryanne Crawford***
- **Lorraine Finnegan**
- **Ed Frenette**
- **Mike Gagne**
- **Jay Gowell**
- **Jean Ann Guliano***
- **Mary Jane Jansen**
- **Steve Lusi**
- **Henry Kates***
- **Alexis Meyer**
- **Charlie Meyers**
- **Jeannine Nota**
- **Kim Petti***

- **Michael Podraza**
 - **Gregg Rosen**
 - **Ken Romeo**
 - **Bill Sequino***
 - **Jeff Stevens**
 - **Robert Wilmarth***
 - **Mary Ellen Winters**
 - **Wilbur Yoder**
 - **Michael Zajac**
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On the evening of Wednesday December 3 the Building Committee (BC) gathered to review and discuss several major issues, most notable of which were the findings from the day of other relevant school projects completed by SMMA, the review of the most current plans for the Middle and High Schools, Middle School logistics plan, revised project schedule for the six schools, the anticipated approval process, and update on the Fields Project. Major discussion points related to the categories previously mentioned can be summarized as follows:

Site Visits of Relevant School Project

- **A group of representatives from the BC visited three schools designed by SMMA that represented several relevant spaces and/or pertinent issues under**

consideration for the new middle school. These issues included the open cafeteria space and the bus and parent dropoff and parking. Additional issues reviewed on site included the team layouts, material selection, and overall flow of the buildings. The schools visited included the Hudson High School, the Norton Middle School, and the Raynum Middle School.

- Findings and photographs from the site tours were presented and discussed with the entire group. Highlights included:

- o Hudson High School

- �� Exterior parking/drop off arrangement was ideal

- �� Interior cafeteria was open to building – light and airy feeling with a positive

- review by principal and BC representatives

- �� Interior circulation of building was excellent with clear flow and wide

- corridors

- �� Multi-purpose rooms were very nice

- �� Exterior courtyard was inviting and pleasant

December 18, 2008

Strategic Building Solutions, LLC 2

- �� Good locker sizes adequate for backpacks

- o Norton Middle School

- �� Group did not particularly like the traffic/drop-off

configuration with two

separate circles and parking quite remote

�� Generally this building did not offer many desirable characteristics to the group

o Ranynum Middle School

�� Cafeteria/admin/gym layout was very similar to that being contemplated for

EG. It was viewed very favorably by the group with excellent feel and feedback from the principal.

�� Team spaces were also very similar to the EG plan and seen to be excellent

examples. Some commented on narrow feeling of corridor between teams.

�� Library was spacious and well layed out.

�� Overall the interior was an excellent example of what we hope to achieve

with modifications appropriate to EG program and budget

• The group concluded that the trip was very enlightening and appreciated Mr. Frenette's coordination of the day. Furthermore, several important spatial issues were also agreed upon

including:

o The desire to utilize an open cafeteria area but to utilize columns or some other

architectural element to create some separation between this large

space and the main

entry of the building

o To improve upon the current concepts of the bus drop-off area and parent drop off

including the elimination of the traffic circle

Middle School Plan Review

• Ed Frenette presented the current floor and vehicular traffic plans for the middle school

project. These plans represent several revisions based upon the ongoing staff discussions.

• The current Cole floor plan, alternative 15.4, depicted the changes requested by faculty from

the meetings held in the middle of November. The addition of bleachers seating for 600, an

enlarged platform at the Cafetorium to accommodate a full performance stage, revised

Music/Band Room, relocated/revised special education spaces and enlarged library/media

center were the major changes.

• Impacts and various alternatives available were discussed at length.

The major revisions

requested by the BC were to reduce the bleacher seating to 400 and reduce the Music Room

to approximately 60% of the current size or at least large enough to hold fifty (50) students

with instruments at one time.

- The current Cole vehicular traffic plan, alternative 4, depicted the separation of bus, student drop off and student foot traffic routing. The committee stated that alternatives to the current triangular layout need to be explored. One recommendation that many felt was prudent to explore the turning of the parking area to be perpendicular to Cedar Avenue rather than parallel. Mr. Frenette was open to the idea and promised to provide various alternatives.
- The committee noted that they liked the concept of an exterior seating area concept on the current plan and that should be incorporated into the future options.
- The existing tennis and basketball courts are to remain in their current location.

December 18, 2008

Strategic Building Solutions, LLC 3

High School Plan Review

- Mr. Frenette presented the revised floor plans for the high school project.
- Two alternative floor plans, alternative 4.1 and 4.2, were presented. The changes were the result of a meeting held with the High School Administration in the middle of November.
- Impacts and various alternatives available were discussed at length.
- The major revisions requested were to relocate virtually all of the

administrative functions to

the new addition including the copy/production area and the Vice Principal. This change

would help ensure the new addition becomes a central hub for all staff members.

Middle School Logistics Plan Review

- **Jon Winikur and Ken Romeo presented the current floor plans for the middle school project.**

The plan depicted the area of the existing Cole to be demolished in the summer of 2009, the

temporary corridor that is to be constructed, temporary classrooms/gym, the anticipated area

for the relocated portables, and the relocated student drop off area.

This plan was developed

with Mr. Zajac.

- **The BC was assured the temporary spaces being created and converted will at a minimum**

match the existing finish level of the existing Cole building.

Project Schedule

- **The project schedule for each of the six school projects was again presented. The focus of**

the conversation was on the options for the High School and the Middle School.

- **Jon Winikur reviewed three options for the High School project which were the original**

aggressive, super aggressive and very aggressive.

- The BC selected to move forward with the very aggressive option. The very aggressive schedule option is intended to bid renovations for the science room renovations for completion in the summer of 2009 with an alternative to complete some in the summer of 2010. The BC would have the option of choosing to complete the work over two summers if desirable.

- The new entry and security upgrades will be bid as a stand alone package with work to begin in the late fall of 2009 and conclude in the summer of 2010. As a result, all spaces will be completed at the High School for the opening of school in late August of 2010.

- It was noted that these schedules were all very aggressive and mandated the commitment from the design team to meet the deadlines required. SMMA requested some time to review the schedule and has reported back that they can in fact meet these design timelines.

Approval Process

- Ed Frenette stated that from his firms research several approvals will be required from state, and Town agencies. At a minimum the RIDE, State Historical Commission, Town Building

Committee, School Board, Town Council, and Town officials will need to be briefed prior to obtaining their approvals at different stages of the project.

December 18, 2008

Strategic Building Solutions, LLC 4

Fields Project Update

- **Charlie Meyers provided a summary of the current status. The Fields Committee has bid the project and is currently negotiating costs for the project and anticipates being able to purchase the project within budget. A separate fields committee is overseeing this project.**

Other related issues included the discussion that SBS is in the process of procuring professional services for Hazardous Materials consultants, geo-technical consultants and construction cost estimating consultants.

It is anticipated that the firms will be selected in early January and that updated construction cost estimates will be completed for review by the BC at our next scheduled meeting. Due to the holidays it has become evident that the cost estimates will not be ready until mid to late January.

Updates to this schedule and any potential impacts upon our next scheduled meeting will be provided when available. Happy holidays.