

Scituate School Building Committee
Friday, February 9, 2018
Meeting Minutes

The meeting was called to order by Superintendent Filippelli at 10:00 AM and he lead the assembly in the Pledge of Allegiance. Next, Superintendent Filippelli made a motion to organize the Committee with Michael Payette as Chairman, seconded by June Guglielmi and unanimously voted.

Present for the meeting were: Lawrence P. Filippelli, Ed.D., Superintendent of Schools; Michael Payette, Committee Chairman; June Guglielmi; Carolyn Dias; Michael Hassell, Principal of Scituate Middle/High School; Tonianne Napolitano, Principal, Scituate Middle School; Casey Erven; Town Treasurer Theodore J. Przybyla Casey Ervan; Robert Corrente, Director of School Facilities. There were three (3) additional (proposed) Committee members present, subject to a vote by the School Committee, who participated. They were: Joseph Mendozzi and Paul Lamoureux.

David M. D'Agostino, Esq. School Committee legal counsel and David H. Ferrara, Esq., Town Bond Counsel were also present for the meeting.

Chairman Payette asked to have it recorded in the meeting minutes that last evening following the Town Council meeting, some parents approached him to request that today's meeting be rescheduled until the Council-appointedees could be approved by the School Committee as members. He wanted it noted that he wanted the process to proceed so as not to lose any valuable time in taking these steps and undertaking the work to move the community and School project forward. He then noted that all future meetings would take place in the evening, so parents could participate.

Dr. Filippelli asked Director Corrente to review the responses received for the Commissioning Agent Services RFQ and Director Corrente presented the candidates and explained the process and work involved, including his experience in school facilities construction projects. Member Dias asked about reviewing references for anyone who responded to the RFQs. Motion by Member Dias to move forward and begin price negotiations with Colliers as Commissioning Agent, subject to favorable reference checks. The motion passed unanimously.

The Committee then discussed Architectural & Engineering Services RFQ responses. There was a total of 6 responders. Dr. Filippelli and Director Corrente explained their focus in performing an initial review of the responses. They explained the emphasis on RIDE experience as well as field experience and turf design with similar projects. There were public comments and discussion among the Committee members concerning prices; the difference between RFQ and RFP was explained; the experiences of the Town of Johnston, which recently installed an artificial turf field was discussed; Mayor Polsena offered to meet with the Committee to share Johnston's experience.

Director Corrente indicated that the costs of A/E services were (based on his experience in Warwick) about 10% of the total cost of the job. Motion by Member Dias to recommend RGB as A/E services provider, seconded by Chairman Payette, and unanimously approved. (Member Casli recused from the vote.)

The Committee then discussed the Owner's Project Manager function. It was decided to issue a RFP, as discussed by the Committee, to include a cost request. Chairman Payette asked Mr. D'Agostino and Bond Counsel David H. Ferrara, Esq. to check and confirm that the Town would not lose any reimbursement from RIDE if a Project Manager were not engaged and the Director of School Facilities performed that role (as part of his regular work assignments.) Chairman Payette also offered to be of assistance to Director Corrente as needed, at no cost. Chairman Payette further indicated that if (it turned out that) the Schools would lose the RIDE reimbursement for failing to have a Project Manager, then the respondents to the RFP would be vetted and a selection made. Motion to issue RFP as noted by Member Dias, seconded by Chairman Payette, and unanimously approved.

The Committee then discussed the importance of a project timeline and project schedule. Attorney Ferrara noted that the proposed timeline needs to be submitted by the Committee to the Town Council for their approval (and to comply with IRS regulations on expenditure of bond monies) by March 8, 2018. Director Corrente noted that he would push RGB and other service providers to ensure that the field aspect of the project happens as quickly as possible.

The Committee discussed meeting on the 1st and 3rd Wednesdays of the month on a regular basis. Meeting schedule and notices will be sent to Committee members and posted. It is understood that not everyone may be able to attend each meeting.

A motion to adjourn was made by Chairman Payette, seconded by Dr. Filippelli and unanimously approved. The meeting adjourned at 11:15 AM.

Respectfully submitted,

David M. D'Agostino

David M. D'Agostino, Esq.,
GORHAM & GORHAM, INC.
School Department Legal Counsel
Acting Recording Secretary