



City of Methuen
Building Committee

September 28, 2010, 4:00 PM, Meeting held at the Searles Building, 2nd Floor Conference Room
MEETING NOTES

Committee Members Present: See sign-in at bottom

Guests Present: Nancy Goodwin NG Finegold Alexander and Associates (FA+A)
 James Alexander JA Finegold Alexander and Associates (FA+A)
 Tony Hsiao TH Finegold Alexander and Associates (FA+A)
 Gino Baroni GB KBA/Trident
 David Breen DBre KBA/Trident
 Mary Mahoney MM KBA/Trident

Item No.	Item	Description
1.	Call to Order	The meeting was called to order at 4:15 PM by the Chair, Suzanne Lamoureux. (SL)
2.	Approval of meeting notes from 9/14/10	Motion made by Robert Vogler (RV) to accept the meeting notes issued for September 14, 2010, seconded by Stephen Zanni (SZ). Unanimous vote in favor.
3.	Status of MSBA's Project Funding Agreement (PFA)	<ul style="list-style-type: none"> • GB reports that the City received an executed Project Funding Agreement from the MSBA. A committee member inquired if that allowed the OPM's to begin to bill again. It was confirmed that they could.
4.	CM at Risk Procurement	<ul style="list-style-type: none"> • DBre reports that CM at Risk RFQ Informational Session was conducted at the Searles building conference room on September 22, 2010 and was attended by several interested vendors. One attendee noted a conflict in the RFQ document. KBA/Trident issued an addendum #1 on September 24, 2010 to address/clarify the item in question. GB reports session attendance was voluntary and not attending will have no bearing on qualification evaluation. • DBre reports Statement of Qualifications are due prior to 2pm, September 29, 2010. • SL reports the Pre-Qualification Subcommittee is scheduled to meet September 30, 2010 to review Statement of Qualification packages and plan strategies for reviewing/evaluating contractor information packages.
5.	Central School	<p>DESIGN:</p> <ul style="list-style-type: none"> • NG reports design work continues including response to OPM Schematic design review comments. There are three areas which require additional information/clarification for design; IT requirements, Food Service program definition, and Science Classroom station needs. • William Manzi (WM) reports program/information for Food Service and Science Classroom was recently vetted and should proceed accordingly. • MM notes that IT information is awaiting some information from Tim Hill, School Dept. IT manager, but should be forwarded to FA+A shortly. • GB reports a meeting has been scheduled with the Building Commissioner and the City's accessibility compliance official to review design progress and to discuss accessibility issues and improvements at Central School.

Item No.	Item	Description
5.	Central School - CONTINUED	<p>OPM – CENTRAL ADMIN LEASE SPACE:</p> <ul style="list-style-type: none"> • GB reports real property/lease document has been issued to the public. Lauri Antonacci (LA) reports two RFPs have been picked up by interested firms. Discussion ensues regarding interest in RFP and need for additional outreach/solicit interest of area property owners. Proposals are due Oct. 26, 2010.
6.	High School Design Development	<p>DESIGN:</p> <ul style="list-style-type: none"> • JA notes continued work on design including focus of tonight’s presentation, “approaches to public spaces”. • TH reviews layout/design development of the main corridor (spine) of the Academic wing. Reviews aspects of infusing light into corridor with integration of materials to boost light feature while proposing materials to control acoustics given the use of glass in the space at skylight and interior classrooms. Also allocating depth of structure to improve space design. FA+A working with interior designer to integrate building materials with the interior design scheme. • TH reviews layout/design features of the main entry public atrium. Review how space is beginning to form and provide open connection to Media Center and Cafeteria and flow/movement within space. Note features of the Media Center Reading Room that abuts atrium and will include a window wall and integration of warm finishes that will display into atrium lobby. Also walks through the sight lines and views from public atrium to the new wing, including the lobby connection to the Auditorium. These open lobby/corridor interconnects provide a great opportunity for natural light infusion and for public display of school programs and student work/achievements, especially with the double height of the Main Street corridor area. • TH reviews the construction components of the Auditorium/Arts area corridor (main street) and pathways; columns providing a natural break in space, skylights for natural light and interior glass to classroom space to infuse light and diffuse the visual of the art program and creativity into the public space. • TH notes gym corridor layout and opportunity for public display of athletic achievements and student activities. • TH returns to the lobby and open corridor area options at main entry, Auditorium entry, Gym entry, and main street corridor and presents some ideas and features available to showcase what the school, students and the community of Methuen are all about. Presents some examples (pictures) of features used at other public buildings. • RV questions corridor connecting Auditorium to Gym. Has existing steep floor slope been reduced? FA+A reports slope has been eliminated due to change in main entry/Auditorium elevations and method of connecting spaces. • RV questions HVAC system design, inclusion/extent of zoning to control system and operating expenses. JA reviews basics of system design and development of design keeping in mind energy conservation. • RV questions whether students will be asked to provide ideas for building/interiors during design phase. Judith Scannell (JS) reports this is also a hope for the School Dept. and initial planning has been discussed with Jim Giuca to organize student groups to take part in design discussions after the December school break. • RV again reminds FA+A of need to integrate access to ice rink during all construction phases to allow for normal public access/use of facility. • Dorothy Najolia (DN) asks about use of interior windows at classroom and quiet work areas and the effects of sound and outside visual distractions. JA reports that acoustic considerations are included in the glass design, also glass location and visual shade features are included to ensure that educational program will not be compromised.

Item No.	Item	Description
7.	Other	<ul style="list-style-type: none"> SZ asks about public notification regarding school construction and changes proposed for temporary 9th grade use of the Central Building. JS reports that the School Dept. plans to conduct a public informational session for parents/guardians of students in grades 6,7,8 on Oct. 13, 2010. Notice of the meeting will be sent out using the Connect Ed notification system. Meeting will review the plan for relocating 9th graders to Central School beginning at the start of school 2011 and review the educational components of the relocated program. FA+A to provide preliminary design boards of site layout and floor plans as visual aids for meeting. Discussion ensued reviewing options/methods of getting the word out on the use/program for Central School.
8.	Adjourn	SL notes next Committee meeting scheduled October 12, 2010. Motion made by RV to adjourn, seconded by SZ. Unanimous vote in favor to adjourn at 5:02 pm.

To the best of my knowledge, these notes are a fair representation of the issues and items discussed at the meeting. Additional items or corrections should be brought to the attention of the writer.

Submitted by: Mary Mahoney



**CITY OF METHUEN
BUILDING COMMITTEE**



Sign-In Sheet

Tuesday, September 28, 2010

Name	Initials
Mayor William Manzi, III	<i>WManzi</i>
Lauri Antonacci	<i>LA</i>
John Cronin, Jr.	
Sarah Dagher	
James Giuca	
Ann Guastaferra	
George Kazanjian	<i>GK</i>
Thomas Kelly	<i>TK</i>
Suzanne Lamoureux	<i>SL</i>
Joseph Leone	<i>JL</i>
Dorothy Najafa	<i>DN</i>
Arthur Nicholson	
Franco Russo	<i>FR</i>
Judith Scannell	
Bruce Stela	<i>BS</i>
Bryan Sweet	
Robert Vogler	<i>RV</i>
Stephen Zanni	<i>SZ</i>