

FALL BROOK ELEMENTARY SCHOOL PROJECT – Leominster, MA

FALL BROOK BUILDING COMMITTEE (FBBC) MEETING #25

Tuesday, February 11, 2025

In-Person

1:00pm

Office of Emergency Management
 37 Carter Street, Leominster, MA

Peter Angelini	Mark Bodanza	Greg Chapdelaine	Bill Charpentier
Robin Desmond	Steven Mammone	Dean Mazzarella, Chair	Melanie Mikels
Elliot "Butch" Nadeau	Raymond Racine	Jennifer Reddington	
Brandon Robbins	Jeffrey Sullivan		

Meeting Minutes

A publicly posted meeting of the Fall Brook Building Committee (FBBC) was held at the above listed date, time, and location. Committee members and participants were:

Voting Members (Quorum = 7)	Present	Notes
Mr. Peter Angelini	X	City Councilor
Mr. Mark Bodanza		City Councilor
Mr. Greg Chapdelaine	X	City Purchasing Agent
Mr. Bill Charpentier	X	City Building Inspector
Ms. Robin Desmond	Remote	Superintendent of Schools
Mr. Steven Mammone	X	Asst. Superintendent of Schools
Mayor Dean Mazzarella, Chair	X	Mayor and School Committee member
Ms. Melanie Mikels	Remote	School Business Manager
Mr. Elliot Nadeau	X	School Facilities Director
Mr. Raymond Racine*		Leominster DPW Director
Ms. Jennifer Reddington	X	City Comptroller
Mr. Brandon Robbins	X	City Councilor
Mr. Jeffrey Sullivan	X	Fall Brook Elementary School Principal
Other Participants		
Meredith Tarr	X	City of Leominster
John Roseberry		City of Leominster
Jacob Fleming*	X	Leominster DPW
Christine Silverman		Leominster Public Schools

Richard Bergeron	X	Leominster Public Schools
Will Sullivan	X	Leominster Public Schools
Mark Maillet		Renaud HVAC & Controls, Inc.
Craig DiCarlo	X	LeftField, Project Director
Linda Liporto	Remote	LeftField, Senior Project Manager
Jim Rogers		LeftField, President
Adele Sands		LeftField, Education Liaison
Nereyda Rodriguez	X	Miller Dyer Spears, Project Manager
Danyul Cho	X	Miller Dyer Spears, Project Architect
Amy MacKrell		Miller Dyer Spears
Carlos Caraballo		Miller Dyer Spears
Brian Pace	Remote	Miller Dyer Spears
Kristen Hill		Vaysen Studio
Lena Owens		Studio 2112
Lynne Giesecke		Studio 2112
Dana Geva		Studio 2112
Frank Holmes		Langan
Maggie Laracy		Langan
Keith Lane		GGD Consulting Engineers
Louis Vieira		GGD Consulting Engineers

*The City of Leominster has named Mr. Jacob Fleming to join the Fall Brook Building Committee to succeed Mr. Raymond Racine. A revised roster was sent to the MSBA on February 10, 2025, and the project awaits MSBA approval.

1 – Call to Order

Mr. Angelini called the meeting to order at 1:03pm.

Roll call was taken, and it was determined that a quorum was present.

2 – Administrative Actions

2a – Previous Meeting Minutes

A motion to approve the meeting minutes from January 14, 2025, and January 30, 2025, was made by Mr. Nadeau and seconded by Mr. Charpentier. There was no discussion. A show of hands vote was taken. The motion carried 10-0-1.

2b – Invoice Log and Warrant Approval

LeftField presented the current invoice log including invoices received for the month of January for OPM services by LeftField and design services by MDS, totaling \$105,734.13.

LeftField presented the warrant for January invoices. A motion to approve warrant number W34FY25 in the amount of \$105,734.13 was made by Ms. Reddington and seconded by Mr. Chapdelaine. There was no discussion. A show of hands vote was taken. The motion carried unanimously.

2d – Budget Update

LeftField presented the Feasibility budget through January 2025. The project has committed 70% and expended 55% of the Feasibility and Schematic Design Phase budget. Expenses remain in line with the progress of the work.

2e – Project Schedule Update

LeftField presented the current Feasibility Study and Schematic Design schedule. The project is nearing the end of the Schematic Design phase. The Schematic Design documents were issued to two cost estimating firms on January 15, 2025, and cost estimates were received January 31, 2025, and reconciled on February 4, 2025. A special meeting of the FBBC is scheduled for Tuesday, February 25, 2025, to review and vote on the Schematic Design submission which is scheduled to be transmitted to the MSBA on February 27, 2025.

2f – Schematic Design Cost Estimates

LeftField presented an overview of the cost estimating and reconciliation process and results. The cost estimating firms are A.M. Fogarty (for MDS) and PM&C (for the City). Where there are differences between the two estimates, the project will use the values provided by the design team's cost estimator. Reconciled Schematic Design estimated construction costs (ECC) are \$87,809,464 (AMF) and \$85,402,291 (PM&C), including HVAC Option 1 with 125kW emergency diesel generator, culvert repairs, sewer line relocation, and a PV-ready building. The ECC excludes the cost of a PV system (solar panels), HVAC Options 2, 3, and 4, and an upsized diesel generator. The ECC from the Preferred Schematic Report was \$89,453,889. LeftField advised that reconciled cost estimates are typically closer in dollar value, however currently there is a shift in the market that is occurring; mechanical, electrical, and plumbing bids are coming in dramatically lower than last year. PM&C has decided to immediately reduce their cost estimates in response to recent changes in the market, whereas AMF has decided to be more conservative in reducing their cost estimates.

LeftField presented information on the contingencies in the ECC, 5.25% for escalation and 10% for Design & Pricing contingency, both of which will gradually be absorbed into later cost estimates. LeftField presented information on the other contingencies that are excluded from the ECC but are in

the total project budget, a Construction Contingency of 5% of hard costs and an Owner's Contingency of 1% of total project cost (hard costs plus soft costs). Taken together, there is approximately \$16 million in the budget for project costs that cannot be known at this time.

LeftField presented the four common sources of change orders during construction and gave examples of each: 1) unforeseen conditions, 2) owner-directed changes in scope, 3) third party requirements, and 4) errors & omissions in the contract documents. LeftField emphasized that the project team will endeavor to minimize change orders, but all school building projects experience change orders from each of these sources. Mayor Mazarella expressed the sentiment that the city does not want to pay for mistakes or changes in the project. LeftField advised there every project has some change orders, but they can be minimized with carefully prepared contract documents and the district avoiding late changes to the design. All agree that differing underground conditions are an unknown aspect that cannot be fully guarded against. LeftField referred to previously discussed differences between Construction Manager at Risk and Design-Bid-Build (D-B-B) project delivery methods, and noted that D-B-B inherently incentivizes contractors and subcontractors to seek out errors and omissions in the contract documents and exploit them to increase the cost of the project and their profit. At a future meeting LeftField will present data from other MSBA projects to help the committee understand the rough order of magnitude in change orders they should anticipate.

LeftField presented a table of the four previously discussed HVAC system options, each with two sub-options for generator sizes, all with cost estimate information. The FBBC discussed the costs and benefits for all-electric Option 1 VRF with DOAS ventilation, all-electric Option 2 Air Source Heat Pumps with displacement ventilation, all-electric Option 3 Ground Source Heat Pumps with displacement ventilation, and fossil-fuel Option 4 Natural Gas Boilers with displacement ventilation. It was noted that option 4 is ineligible for Mass Save rebates and may not be eligible for MSBA Green Schools Program incentives (*Post-script: the MSBA advised that the project may still be eligible for Green Schools Program incentives if the project can meet the requirements of the Specialized Opt-in Energy Code*). For each HVAC system option, generator Option A is an emergency generator sized for typical life-safety emergency loads and generator Option B is an upsized generator option that could allow the school to remain open in the event of a power outage under certain conditions. The committee expressed several concerns with all-electric HVAC systems, 1) Leominster's electrical utility company has not provided assurances that the regional electrical infrastructure is sufficient to support the increasing number of all-electric buildings, 2) concerns about the high operational costs for all-electric buildings, in the form of monthly electric bills, and 3) uncertainty of future energy costs caused by changes in the federal government.

A motion to direct the design team to include HVAC Option #4, Natural Gas Boilers with displacement ventilation, for an estimated increase to the construction cost of \$459,028, and Generator Option B, upsized 700kW diesel generator, for an estimated increase to the construction cost of \$683,200, was

made by Mr. Chapdelaine and seconded by Mr. Charpentier. Further discussion was held. A roll call vote was taken.

Voting Member	Yea	Nay	Abstain	Not Present
Mr. Peter Angelini	X			
Mr. Mark Bodanza				X
Mr. Greg Chapdelaine	X			
Mr. Bill Charpentier	X			
Ms. Robin Desmond	X			
Mr. Steven Mammone	X			
Mayor Dean Mazzarella, Chair	X			
Ms. Melanie Mikels	X			
Mr. Elliot Nadeau	X			
Mr. Raymond Racine*				X
Ms. Jennifer Reddington	X			
Mr. Brandon Robbins	X			
Mr. Jeffrey Sullivan	X			

*The City of Leominster has named Mr. Jacob Fleming to join the Fall Brook Building Committee to succeed Mr. Raymond Racine. A revised roster was sent to the MSBA on February 10, 2025, and the project awaits approval.

Mr. Fleming indicated support for the motion.

The motion carried 11-0-0.

LeftField presented the estimated cost for a photovoltaic system (solar panels) for \$764,325, which is not included in the cost estimate. The committee did not take action to add solar panels to the project scope at this time. The building will be designed to be PV-ready.

Mr. Chapdelaine inquired about solar canopies (over parking lots) and whether the MSBA would reimburse the district for that cost. LeftField will inquire whether the MSBA considers solar canopies in the building cost or the site cost.

3 – Designer Report

3a – Infographic for Preferred Schematic Report

In response to a prior request from the FBBC, MDS prepared a 1-page infographic of the findings and decisions included in the Preferred Schematic Report. The infographic may be informative to anyone who would like a high-level overview of the project through the Preferred Schematic Report. At the FBBC’s direction, LeftField offered to post the 1-page infographic to the project website.

4 – Items not Anticipated 48 Hours in Advance of the Meeting

No items not anticipated 48 hours in advance of the meeting were discussed.

5 – Public Comment

No public comments were heard.

6 – Next Steps

LeftField presented the meetings and activities planned for the next three months. A special FBBC meeting on February 25, 2025, will be held remotely via Zoom. The Schematic Design submission is anticipated to be transmitted to the MSBA on February 27, 2025. Public Meeting #3 is scheduled for March 18, 2025. To boost attendance at Public Meeting #3, the team will look into hybrid and remote options and adjusting the start time. The MSBA Board of Directors will meet to vote on the Project Scope and Budget Agreement on April 30, 2025.

FBBC meetings may not be needed in May, June, and July. LeftField will coordinate with Ms. Reddington to understand the cash flow relative to the proposed early start of design work in the next design phase.

7 – Adjournment

A motion to adjourn the meeting was made by Mr. Robbins and seconded by Mr. Charpentier. There was no discussion. A show of hands vote was taken. The motion carried unanimously. The meeting was adjourned at 2:24pm.

Documents and Exhibits

- Fall Brook Building Committee Meeting #25 slideshow presentation by LeftField, dated 2/11/25

Attachments

- None