Town of Reading
Meeting Posting with Agenda

2018-07-16 LAG

Board - Committee - Commission - Council:

Permanent Building Committee Killam School Building Committee

Date: 2025-03-10 Time: 7:00 PM

Building: Reading Town Hall Location: Berger Room

Address: 16 Lowell Street Agenda:

Purpose: General Business

Meeting Called By: Joshua Delaune on behalf of Chair Carla Nazzaro

Notices and agendas are to be posted 48 hours in advance of the meetings excluding Saturdays, Sundays and Legal Holidays. Please keep in mind the Town Clerk's hours of operation and make necessary arrangements to be sure your posting is made in an adequate amount of time. A listing of topics that the chair reasonably anticipates will be discussed at the meeting must be on the agenda.

All Meeting Postings must be submitted in typed format; handwritten notices will not be accepted.

Topics of Discussion:

https://us06web.zoom.us/j/89698622433?pwd=SpvdACjOKAVK1Kua72TspeDVjc5kPm.1

Meeting ID: 896 9862 2433
Passcode: 138392

One tap mobile
+16465588656,89698622433# US (New York)
+16465189805,89698622433# US (New York)

Dial by your location
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Meeting ID: 896 9862 2433

1. Call to Order
2. Public Comment
3. KSBC Liaison Reports
4. Major Board Update & Communication update
5. Update on CPL team
6. Review Proposal for Additional Services (Amd13) for March to May 2025*
7. Review Latest Request from the MSBA
8. Approval of Prior Meeting Minutes (02/03/25 & 02/12/25 meeting) *
9. Future Agenda Items and Next Meeting Dates
10. Adjourn*

*Noted Potential vote required

100 Federal Street,
Floor 13
Boston, MA 02110

www.cplusa.com

Colliers
Project Leaders

March 05, 2025

Matthew Kraunelis
Town Manager
Town of Reading
16 Lowell St
Reading, MA 01867

Subject: ***J. Warren Killam Elementary School Designer Amendment #13***

Dear Mr. Kraunelis:

Colliers Project Leaders has reviewed and recommend the approval of Lavallee Brensinger Architects' Contract Amendment #13 for the J. Warren Killam Elementary School project.

Lavallee Brensinger Architects' Contract Amendment #13 is for the additional services for Lavallee Brensinger to advance the design for a total of *Five Hundred Thousand 00/100 Dollars ($500,000.00)*. (ProPay Code: 0002-0000)

Sincerely,

A. Michael Carroll III
Project Director
Mike.Carroll@collierseng.com

cc: Tom Milaschewski, Superintendent
Carla Nazzaro, School Building Committee Chair

LAVALLEE|BRENSINGER ARCHITECTS

March 10, 2025

Mr. Matthew Kraunelis
Town Manager
Town of Reading, MA
16 Lowell St.
Reading, MA 01867
E-Mail: mkraunelis@ci.reading.ma.us

Re: Killam Elementary School
Owner-Architect Contract Amendment No. 13

Dear Mr. Kraunelis,

Please find attached Amendment No. 13 to the Owner-Architect Contract. This Amendment includes the following:

Additional services for Lavallee Brensinger to advance the design, in the lump sum amount of $500,000.00, to be performed during the period from March 10, 2025 to May 13, 2025.

This effort will reduce the overall design schedule by one month. This fee amount will be deducted from the total Design Development fee.

The LBA team engaged in this effort will continue to work on the project for the duration of the documentation phase.

During this period, LBA will focus on advancing the design of the interior and exterior of the building. By advancing the building design, the team will be prepared for consultants to begin their work immediately following a successful bond vote.

Sincerely,

Leigh S. Sherwood, AIA, LEED AP, NCARB
Principal

Attachments: Attachment F – Contract for Designer Services Amendment No.13

Cc:
Michael Carroll, Colliers Project Leaders
File

ATTACHMENT F

CONTRACT FOR DESIGNER SERVICES

AMENDMENT NO. 13

WHEREAS, the Town of Reading ("Owner") and Lavallee Brensinger Architects (the "Designer") (collectively, the "Parties") entered into a Contract for Designer Services for the Killam Elementary School Project at the Killam Elementary School on the 12th day of December in the year Two-Thousand Twenty-three ("Contract"); and

WHEREAS, effective as of March 10, 2025, the Parties wish to amend the Contract:

NOW, THEREFORE, in consideration of the promises and the mutual covenants contained in this Amendment, and other good and valuable consideration, the receipt and legal sufficiency of which are hereby acknowledged, the Parties, intending to be legally bound, hereby agree as follows:

1. The Owner hereby authorizes the Designer to perform services for the Design Development Phase, the Construction Phases, and the Final Completion Phase of the Project, pursuant to the terms and conditions set forth in the Contract, as amended.

2. For the performance of services required under the Contract, as amended, the Designer shall be compensated by the Owner in accordance with the following Fee for Basic Services:

Fee for Basic Services:	Original Contract Including Amd 1-12	After this Amendment 13
Feasibility Study Phase	$ 400,000.00	$ 400,000.00
Schematic Design Phase	$ 450,000.00	$ 450,000.00
Design Development Phase	$	$
Construction Document Phase	$	$
Bidding Phase	$	$
Construction Phase	$	$
Completion Phase	$	$
Extra Services Over the Basic	$ 301,337.94	$ 801,337.94
Total Fee	$ 1,151,337.94	$1,651,337.94

This Amendment is a result of: Additional Service – Extended Design Services

3. The Construction Budget shall be as follows:

Original Budget:	$ TBD________________
Amended Budget	$ TBD________________

4. The Project Schedule shall be as follows:

Original Schedule:	$ TBD________________
Amended Schedule	$ TBD________________

5. This Amendment contains all of the terms and conditions agreed upon by the Parties as amendments to the original Contract. No other understandings or representations, oral or otherwise, regarding amendments to the original Contract shall be deemed to exist or bind the Parties, and all other terms and conditions of the Contract remain in full force and effect.

IN WITNESS WHEREOF, the Owner, with the prior approval of the Authority, and the Designer have caused this Amendment to be executed by their respective authorized officers.

IN WITNESS WHEREOF, the Owner, with the prior approval of the Authority, and the Designer have caused this Amendment to be executed by their respective authorized officers.

OWNER

____
(print name)

____
(print title)

By ____________________________________
(signature)

Date____________________________________

DESIGNER

Lance Whitehead, AIA____________________
(print name)

Managing Principal______________________
(print title)

By Lance Whitehead
(signature)

Date 3/10/2025

2016-09-22 IAG

Town of Reading
Meeting Minutes

Board - Committee - Commission - Council:

Permanent Building Committee Killam School Building Committee

Date: 2025-02-12 Time: 6 :00 PM

Building: Reading Town Hall Location: Virtual

Address: 16 Lowell Street Session: Open Session

Purpose: General Business Version: Draft

Attendees: **Members - Present:**

Chair Carla Nazzaro (remote), Vice Chair Pat Tompkins (remote), Shawn Brandt (remote), Kirk McCormick (remote), Chris Haley (Remote), Ed Ross (remote), Nancy Twomey (remote), Greg Stepler (remote)

Members - Not Present:

John Coote

Others Present:

Assistant Town Manager Jayne Wellman (remote), Colliers Project Manager Shirly Ng (remote), Colliers Project Manager Mike Carroll (remote), LBA Project Manager Jenni Katajamaki (remote), Joshua Delaune (remote)

Minutes Respectfully Submitted By: Joshua Delaune

Topics of Discussion:

This meeting was held in-person in the Town Hall Select Board Meeting Room and remotely via Zoom.

<u>Call to order:</u>
Chair Carla Nazzaro called the meeting to order at 6:00 pm.

Roll call attendance: Vice Chair Pat Tompkins (remote), Shawn Brandt (remote), Kirk McCormick (remote), Chris Haley (Remote), Ed Ross (remote), Nancy Twomey (remote), Greg Stepler (remote). Chair Carla Nazzaro (remote

<u>Public Comment:</u>
No reports.

<u>Liaison Reports:</u>
No reports.

Designer Update

Vote to approve submission of Schematic Design Documents to MSBA

Chair Carla Nazzaro provided a quick update on the to the committee on the MSBA Submission process.

On a motion by Shawn Brandt, seconded by Ed Ross, the Killam School Building Committee voted 7-0-0 to approve the submission of the MSBA Schematic Design documents. The committee will still provide feedback to CPL and LBA and be applied in the DD phase.

Roll call vote: Pat Tompkins – Yes, Shawn Brandt – Yes, Greg Stepler – Yes, Chris Haley – Yes, Kirk McCormick – Yes, Ed Ross – Yes, Nancy Twomey – Yes, Carla Nazzaro – Yes.

Adjourn:

On a motion by Nancy Twomey, seconded by Pat Tompkins, the Killam School Building Committee voted 7-0-0 to adjourn at 6:02 PM.

Roll call vote: Pat Tompkins – Yes, Shawn Brandt – Yes, Greg Stepler – Yes, Chris Haley – Yes, Kirk McCormick – Yes, Ed Ross – Yes, Nancy Twomey – Yes, Carla Nazzaro – Yes.

Town of Reading
Meeting Minutes

2016-09-22 LAG

Board - Committee - Commission - Council:

Permanent Building Committee Killam School Building Committee

Date: 2025-02-03 Time: 7:00 PM

Building: Reading Town Hall Location: Select Board Meeting Room

Address: 16 Lowell Street Session: Open Session

Purpose: General Business Version: Draft

Attendees: **Members - Present:**

Chair Carla Nazzaro, Vice Chair Pat Tompkins, Shawn Brandt (remote), Kirk McCormick (remote), John Coote, Chris Haley, Ed Ross, Nancy Twomey

Members - Not Present:

Greg Stepler

Others Present:

Town Manager Matt Kraunelis, Assistant Town Manager Jayne Wellman, Facilities Director Joe Huggins (remote), Assistant Facilities Director Kevin Cabuzzi (remote), Colliers Project Manager Shirly Ng, Colliers Project Manager Mike Carroll, LBA Project Manager Jenni Katajamaki, LBA Architect Leigh Sherwood (remote), Sharon Angstrom (remote), Lindsey Fulton (remote), Thomas Milaschewski (remote)

Minutes Respectfully Submitted By: Joshua Delaune

Topics of Discussion:

This meeting was held in-person in the Town Hall Select Board Meeting Room and remotely via Zoom.

<u>Call to order:</u>
Chair Carla Nazzaro called the meeting to order at 7:00 pm.

Roll call attendance: Pat Tompkins, Shawn Brandt (remote), John Coote, Chris Haley, Ed Ross, Kirk McCormick (remote), Nancy Twomey, Carla Nazzaro.

<u>Public Comment:</u>
No reports.

<u>Liaison Reports:</u>
No reports.

OPM Update

Schedule

CPL has been in contact with MSBA to get standard vote language, the language will go to the Town Manager to review with town counsel then there is back and forth with MSBA counsel to ensure language is correct for the Town Meeting warrant.

CPL OPM Mike Carroll noted that the project is progressing well along with the schedule pointing out specific dates to pay attention too on the master schedule. If the project and vote progress the OPM states that the bidding base contract should be set to go out in March of 2026. That timeline will allow for the contract to be executed by May 2026. More details for the schedule are to follow once the project is in the next phase of construction.

On a motion by Nancy Twomey, seconded by Ed Ross the Killam School Board Committee voted 7-0-0 to accept the KSBC project schedule presented by Colliers to be submitted to the MSBA.

Roll call vote: Pat Tompkins – Yes, Shawn Brandt – Yes, John Coote – Yes, Chris Haley – Yes, Kirk McCormick – Yes, Ed Ross – Yes, Nancy Twomey – Yes, Carla Nazzaro – Yes.

Total project Budget

Mr. Carroll provided an overview of the total budget and the MSBA 3011 form. CPL has submitted a draft of the document to the MSBA and they were informed that there is a new version of the form that will be worked on this week. However, they were also informed that the base reimbursement rate did raise from 45.95% to 46.58%, with the Town's projected incentive points the reimbursement rate has raised from _ too _ has The overall projected total project budget is $130,011,783.

From the informal straw poll last week, the roof top solar budget item is now included in the total project budget.

On a motion by Nancy Twomey, seconded by Ed Ross the Killam School Board Committee voted 7-0-0 to add the roof top solar panels in the total project budget.

Roll call vote: Pat Tompkins – Yes, Shawn Brandt – Yes, John Coote – Yes, Chris Haley – Yes, Kirk McCormick – Yes, Ed Ross – Yes, Nancy Twomey – Yes, Carla Nazzaro – Yes.

There was a discussion on eligible cost and ineligible cost, noting that the reimbursement rate is for only the eligible cost.

On a motion by Nancy Twomey, seconded by Ed Ross the Killam School Board Committee voted 7-0-0 to accept the KSBC total project budget as presented by Colliers in the amount of $130,011,783 with the MSBA reimbursement rate of 52.08% of the eligible cost.

Roll call vote: Pat Tompkins – Yes, Shawn Brandt – Yes, John Coote – Yes, Chris Haley – Yes, Kirk McCormick – Yes, Ed Ross – Yes, Nancy Twomey – Yes, Carla Nazzaro – Yes.

New Commitments

SD Extension of Services – OPM

Mike Carroll provided a brief update and is asking the KSBC to extend the contract for an additional $40,000. CPL would like to continue to bring the level of support and involvement they have had throughout the project thus far and through the town vote in May.

Currently the existing contract states that if the vote in may passes then there will be a large amendment to take CPL from the vote to close out of the project.

On a motion by Ed Ross, seconded Nancy Twomey by the Killam School Board Committee voted 7-0-0 to approve the Colliers Amendment 02 for extended SD services in the amount of $40,000.

Roll call vote: Pat Tompkins – Yes, Shawn Brandt – Yes, John Coote – Yes, Chris Haley – Yes, Kirk McCormick – Yes, Ed Ross – Yes, Nancy Twomey – Yes, Carla Nazzaro – Yes.

SD Extension of Services – Designer

This agenda item was tabled for another meeting date.

Modular Design Services

Mike Carroll provided an update on the modular buildings; the district has provided interest in bringing in Gienapp Architect to plan the moving of them. The approval of this would allow for the vendor to proceed with planning and coordinating with the town to move them due to the time sensitive nature. Gienapp Architects are the on-call architecture services for the district, however this is outside of their scope which is why it is brought forward to the committee.

John Coote did bring up the question as to why is the KSBC voting on this item if the buildings already belong to Reading Public Schools, if the town already owns them just go ahead and move them, that this is not apart of the project scope. There is no need to fund this from the Killam School Board Committee.

Members of the committee disagreed stating that due to the modular building being on site and being utilized to the fullest extent until construction is complete that the Killam School Board Committee has this part of the project already in the budget. 4

On a motion by Ed Ross, seconded Nancy Twomey by the Killam School Board Committee voted 6-1-0 to approve the Geinapp Architect Proposal from Colliers in the amount of $85,000 for architecture services to relocate two modular classrooms from Killam to the Reading High School.

Roll call vote: Pat Tompkins – Yes, Shawn Brandt – Yes, John Coote – No, Chris Haley – Yes, Kirk McCormick – Yes, Ed Ross – Yes, Nancy Twomey – Yes, Carla Nazzaro – Yes.

Designer Update

Review KSBC Comments on MSBA - SD submitted

LBA Project Manager Jenni Katajamaki provided a quick update on the feedback from the committee on the MSBA submittal information.

Carla Nazzaro stated the committee would like some more time to review the paperwork sent out due to the time commitment between the Killam School Project and the Reading Center for Active Living.

Mike Carroll clarified that this agenda item is for the committee to approve the packet Collies sent KSBC to review to be sent to the MSBA. Comments can still come in and they can be applied when the project moves into the DD phase.

The committee will have until February 17 2025to review and send in more comments.

So far John Coote was the only member to send in feedback, Jenni Katajamaki provided direct feedback for each comment.

<u>Meeting Minutes:</u>

On a motion by Nancy Twomey, seconded by Ed Ross, the Killam School Building Committee voted 7-0-0 to approve the meeting minutes of January 22 2025.

Roll call vote: Pat Tompkins – Yes, Shawn Brandt – Yes, John Coote – Yes, Chris Haley – Yes, Kirk McCormick – Yes, Ed Ross – Yes, Nancy Twomey – Yes, Carla Nazzaro – Yes.

<u>Next KSBC Meeting – March TBD</u>

Currently there are no meetings for KSBC scheduled.

There was discussion on what to do during this time during the MSBA submission, a meeting may be scheduled in March. A one pager flyer may be printed out and provided to the public. Assistant Town Manager Jayne Wellman mentioned that any flyer or handout needs to be run through OCPF to ensure we are following all campaign and finance laws.

<u>Adjourn:</u>

On a motion by Ed Ross, seconded by Pat Tompkins, the Killam School Building Committee voted 7-0-0 to adjourn at 8:06 pm.

Roll call vote: Pat Tompkins – Yes, Shawn Brandt – Yes, John Coote – Yes, Chris Haley – Yes, Kirk McCormick – Yes, Ed Ross – Yes, Nancy Twomey – Yes, Carla Nazzaro – Yes.