



Town of Reading Meeting Minutes

2016-09-22 LAG

Board - Committee - Commission - Council:

Permanent Building Committee

Killam School Building Committee

Date: 2026-03-30

Time: 7:00 PM

Building: Virtual

Location: Zoom

Address:

Session: Open Session

Purpose: General Business

Version: Final

Attendees: **Members - Present:**

Carla Nazzaro, Pat Tompkins, Shawn Brandt, John Coote, Chris Haley, Ed Ross, Greg Stepler, and Nancy Twomey.

Members - Not Present:

Kirk McCormick.

Others Present:

Reading Town Manager Jayne Wellman, Reading Facilities Clerk David Dallaire, Colliers Project Director Mike Carroll, Colliers Project Manager Justin Ferdenzi, LBA Project Manager Jenni Katajamaki, LBA Architect David Harris

Minutes Respectfully Submitted By: Harani Kumaresh

Topics of Discussion:

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

Call to order:

Carla Nazzaro called the meeting to order at 7:00 pm and confirmed that the meeting was being held virtually.

Roll call attendance: Pat Tompkins, Shawn Brandt, John Coote, Chris Haley, Ed Ross, Greg Stepler, Nancy Twomey, and Carla Nazzaro.

Public Comment:

No reports.

Liaison Reports:

Mike Carroll noted that the team is planning to conduct outreach to project abutters to provide a direct update on the project timeline and upcoming activities. This meeting is anticipated to occur in mid-April, avoiding school vacation week, and will likely be held at the school.

Carla also noted that an upcoming KSBC meeting will include a presentation of the site development and exterior design, including playground layouts and exterior finishes. Members of the playground committees and parents will be invited to view the final renderings.

Prequalified Contractors Approval*

Justin presented the results of the prequalification process, noting strong interest from both general contractors and subcontractors. Only one general contractor was disqualified due to financial capacity concerns.

Approximately 30 subcontractors were disqualified, with the majority due to failure to acknowledge required addenda despite follow-up notifications. The remaining disqualifications were primarily due to firms not meeting the scale or experience requirements of the project. Justin noted that most trades still have a strong pool of qualified bidders, generally ranging from four to five or more per trade.

For the elevator trade, only one submission was initially received and later rejected, and no submissions were received in the reissued round. As a result, the recommendation is to proceed with the elevator scope as an open filed sub-bid, which is consistent with typical industry practice.

On a motion by Nancy Twomey, seconded by Ed Ross, the Killam School Building Committee voted 8-0-0 to approve the prequalified contractor and filed sub-bidder list as presented for J. Warren Killam Elementary School Project.

Roll call vote: Pat Tompkins – Yes, Shawn Brandt – Yes; John Coote – Yes; Chris Haley – Yes; Ed Ross – Yes; Greg Stepler- Yes; Nancy Twomey – Yes; Carla Nazzaro – Yes.

Authorize Documents to be Issued for Bid*

Carla introduced the request for the committee to authorize issuance of the 100% bid documents. It was noted that the documents are scheduled to be issued on April 7, 2026, with filed sub-bids due May 6, 2026, and general contractor bids due May 19, 2026.

Jhon Coote inquired regarding the status of the third party peer reviews. Justin provided an update on peer reviews, noting that structural and code review comments have been received and are being incorporated where applicable. Items still under discussion may be addressed through addenda if necessary. The committee requested that review comments and responses be shared for transparency.

On a motion by Nancy Twomey, seconded by Ed Ross, the Killam School Building Committee voted 8-0-0 to issue the 100%, bid documents as prepared for J. Warren Killam Elementary School Project.

Discussion included clarification on procurement requirements, noting that the project will follow prevailing wage and allow both union and open shop participation depending on contractor agreements

Roll call vote: Pat Tompkins – Yes, Shawn Brandt – Yes; John Coote – Yes; Chris Haley – Yes; Ed Ross – Yes; Greg Stepler- Yes; Nancy Twomey – Yes; Carla Nazzaro – Yes.

Future Agenda Items & Next Meeting Dates

Carla reviewed upcoming meeting dates, noting that the next KSBC meeting is currently scheduled for April 22, 2026 followed by May 11, 2026. Though dates may shift depending on the bid timeline, and noted that the future meetings are aligned with key procurement milestones to allow timely review and award.

Mike Carroll reviewed upcoming milestones, noting that prequalification notifications will be issued immediately following the meeting. Bid documents are scheduled to be issued on April 7, 2026, with a contractor site walk planned for Friday, April 17, 2026. Filed sub-bids are due May 6, 2026, followed by general contractor bids on May 19, 2026. The project

team anticipates awarding the contract by late May or early June, with construction mobilization planned after the school year concludes.

Chris Haley noted that the Select Board has officially appointed Jane Wellman as Town Manager. Carla confirmed that the MSBA will be notified of this update within the required timeframe.

Adjourn*

On a motion by Nancy Twomey, seconded by Ed Ross, the Killam School Building Committee voted 8-0-0 to adjourn.

Roll call vote: Pat Tompkins – Yes, Shawn Brandt – Yes; John Coote – Yes; Chris Haley – Yes; Ed Ross – Yes; Greg Stepler- Yes; Nancy Twomey – Yes; Carla Nazzaro – Yes.