

Tisbury School Building Committee – Design/Construction Phase
3:30PM, Tuesday, January 18, 2022
by Zoom Cloud Conference due to Covid-19 Restrictions

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TSBC Members Present: Chair – Mike Watts, Connie Alexander, Sean DeBettencourt,
Rita Jeffers, Reade Milne,
Absent: John Custer, Jim Rogers, Sarah York,
Others: CHA Projects – Aditya Modi, Christina Oppen, Michael Owen,
Amanda Sawyer,
Tappé Architects – Chris Blessen, Toby Zaltsman
WT Rich - Harvey Eskenas, Evan Moore, Jonathan Rich, Brian Santos,
* TSBC members late arrivals or early departures.

1. Call To Order & Virtual Meeting Reminders

• The Tisbury School Building Committee Design/Construction Phase (TSBC) meeting was called to order. (*Recorder's note: Discussions are summarized and grouped for clarity and brevity.*)

2. Tisbury School Building Committee (TSBC) Attendance - was called.

3. Review and Approval of Minutes - Tabled

4. TSBC Chairperson, Vice Chairperson Update

Unfortunately Chair Harold Chapdelaine had to step down from the TSBC. The Tisbury School Committee (TSC) was reaching out for additional volunteers for the TSBC.

• **ON A MOTION DULY MADE BY MS. CONNIE ALEXANDER AND SECONDED BY MR. SEAN DEBETTENCOURT THE TISBURY SCHOOL BUILDING COMMITTEE UNANIMOUSLY NOMINATED MR. MICHAEL WATTS AS CHAIR; 5 AYES, 0 NAYS, 0 ABSTENTIONS: BY ROLL CALL VOTE.**

• **ON A MOTION DULY MADE BY MR. DEBETTENCOURT AND SECONDED BY BY MS. ALEXANDER THE TISBURY SCHOOL BUILDING COMMITTEE UNANIMOUSLY NOMINATED MS. RITA JEFFERS AS VICE CHAIR; 5 AYES, 0 NAYS, 0 ABSTENTIONS: BY ROLL CALL VOTE.**

5. Architect's Update

• Mr. Chris Blessen of Tappé Architects reviewed the demolition package, which would be priced out as a whole package at one time after which work would be phased accordingly. The package and scope were issued to WT Rich Company last Monday, January 10th.

- The temporary school facility plans were progressing. The project team, which included the Tisbury Building Dept., Fire Dept. and Dept. of Public Works (DPW) met on site last week to discuss logistics.

- The current schedule was for the modular classrooms to be coming off-line in May and be set up by August. Tappe was currently focusing on renovation drawings.

- WT Rich would establish parameters and phases to fence and separate work zones from school zones. The plans would be ready this Friday, January 21st. The project team would coordinate internally. Security measures were not public information.

6. Owner's Project Manager (OPM) Update

Mr. Michael Owen of CHA Consulting explained Commissioning Services (Cx), a third party independent review of building systems to ensure compliance with design intent. The Cx

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agent would oversee, monitor, and review the design criteria. Commissioning services on this project were for building systems only. The Cx agent would be involved in the design process noted above.

The Commissioning Agents' proposals were presented and the TSBC discussed cost differentials.

The procurement process followed all public processes.

- CHA Cx was the lowest bidder. The CHA Cx group operated completely separately from the CHA OPM group.

- **ON A MOTION DULY MADE BY MS. ALEXANDER AND SECONDED BY MS. JEFFERS THE TISBURY SCHOOL BUILDING COMMITTEE UNANIMOUSLY RECOMMEND ACCEPTANCE OF THE CHA COMMISSIONING SERVICES PROPOSAL; 5 AYES, 0 NAYS, 0 ABSTENTIONS: BY ROLL CALL VOTE.**

- There was a comment that staff hoped the Heating/Ventilation/Air Conditioning (HVAC) system would be designed to be simple and user friendly.

7. Construction Manager's Update

- The WT Rich team were excited to be chosen for this project and were looking forward to working with the Tisbury School community. They introduced their team members.

- Project Executive Brian Santos would be onsite frequently and involved throughout the project,

- Senior Project Manager Harvey Eskenas and Project Manager Evan Moore would be onsite and involved throughout the project. Site superintendents would also be on the site daily.

- TSBC members introduced themselves, describing their roles in the community and School.

- WT Rich had a high levels of communication and would be tracking milestone dates closely. For example they were:

- paying close attention to and helping with the temporary school facility process;

- working on getting enough subcontractor interest and coverage for a competitive bidding;

- planning the logistics to be reviewed by the project team next week;

- reviewing the DD Demolition estimate to draft comments for the project team in the next few weeks;

- targeting March 2022 to mobilize the site.

8. Working Groups Update

- Mr. Blessen was working with individual working groups to refine the design details, which would then be brought to the TSBC for review and approval. Updates were shared with the project team at weekly Owner, Architect, Contractor (OAC) meetings.

- Chair Michael Watts would review communication procedures and website management, including monitoring the project website email.

9. Public Comments - None

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10. Adjournment

• ON A MOTION DULY MADE BY MS. JEFFERS AND SECONDED BY MS. ALEXANDER THE TISBURY SCHOOL BUILDING COMMITTEE MEETING UNANIMOUSLY ADJOURNED: 5 AYES, 0 NAYS, 0 ABSTENTIONS: BY ROLL CALL VOTE.

Minutes respectfully submitted by Office On Call/Marni Lipke.

Marni Lipke – Recorder

Date

Michael Watts – TSBC Chair

Date

Accepted 4/25/22