

November 22, 2022



Burlington Fox Hill Elementary School Project

School Building Committee Meeting #2
November 22, 6:00 PM



1. *Call to Order & Intro*
2. *Previous Topics & Approval of November 1st, 2022 Meeting Minutes*
3. *Invoices and Commitments for Approval*
4. *SBC Voting Member Review and Approval*
5. *Designer Procurement Update*
6. *Designer RFS Update*
7. *SBC Goals Update*
8. *Working Groups*
9. *Project Website Update*
10. *Early Consultants Update*
11. *Educational Program*
12. *Other Topics not Reasonably Anticipated 48 hours prior to the meeting.*
13. *Public Comment*
14. *Next meetings*
15. *Adjourn*

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Previous Meeting Minutes

1. November 1st, 2022, Minutes

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Invoices and Commitments for Approval

Project Details

DWMP Project No.		Project Type	Elementary School
Project Name	Burlington Fox Hill Elementary School	Scope Type	TBD
Project Address	Fox Hill Rd. Burlington, MA 01803	MSBA Project?	Yes
Project Phase	Forming the Team	MSBA Proj. No.	202000480007
Phase End-Date	01/31/2023	Enrollment	0
Phase % Complete	61%	Reimb. Rate	45.52%

[Edit Project Details](#)

- [Budgets](#)
- [Budget Transfers](#)
- [Contracts](#)
- [Invoices](#)
- [Vendors](#)
- [Meetings](#)
- [Monthly Reporting](#)

Project Budget Summary

Budget Category	Orig. Budget	Transfers	Upd. Budget	Contract Amt.	% Committed	Expended	% Expended	Contract Remain'g	Bud. Balance	Edit	Delete
0000-0000 Feasibility Study Agreement											
0001-0000: OPM - Feasibility Study	\$750,000.00	\$0.00	\$750,000.00	\$396,715.00	52%		0%	\$396,715.00	\$353,285.00	Edit	Delete
0002-0000: A&E - Feasibility Study	\$500,000.00	\$0.00	\$500,000.00		0%		0%	\$0.00	\$500,000.00	Edit	Delete
0003-0000: Environmental & Site	\$100,000.00	\$0.00	\$100,000.00		0%		0%	\$0.00	\$100,000.00	Edit	Delete
0004-0000: Other	\$150,000.00	\$0.00	\$150,000.00		0%		0%	\$0.00	\$150,000.00	Edit	Delete
Total - 0000-0000 Feasibility Study Agreement	\$1,500,000.00	\$0.00	\$1,500,000.00	\$396,715.00		\$0.00		\$396,715.00	\$1,103,285.00		
Total	\$1,500,000.00	\$0.00	\$1,500,000.00	\$396,715.00		\$0.00		\$396,715.00	\$1,103,285.00		

Budget Breakdown

Anticipated breakdown of remaining funds:

Funding approval	\$	1,500,000
OPM - Base Contract	\$	396,715
<i>PDP Estimates</i>	\$	2,100
<i>PSR Estimates</i>	\$	5,250
<i>SD Estimate</i>	\$	10,500
<i>Designer basic services</i>	\$	600,000
<i>Environmental and Site</i>	\$	300,000
<i>Other</i>	\$	185,435

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SBC Voting Member Review and Approval

1. Nichole Coscia*
2. John Danizio*
3. Paul Sagarino*
4. Melissa Massardo*
5. Eric Conti*
6. Bob Cunha*
7. David Rosenblatt*
8. Dennis Villano*
9. Roger Riggs
10. Ed Parsons
11. Jennifer Priest
12. Tara Carroll
13. Audrey Boeri
14. George Papyannis

15. Kristen Downie
16. Katherine Bond*
17. Carl Foss*
18. Christine Monaco*
19. Martha Simon*

*Voting Member

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Designer Procurement Timeline

- *RFS due to MSBA: November 9, 2022 - Submitted*
- *Ad placed in “Designer Services” section of Central Register: November 17, 2022 - Submitted*
- *Ad appears in Central Register: November 23, 2022*
- *Designer Walkthrough: December 5, 2022*
- *Applications due to District: December 21, 2022*
- *Applications due to the MSBA: December 29, 2022*
- *DSP Applications Review: January 17, 2023*
- *DSP Interview’s : January 31, 2023*

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Selection for Designer Selection Panel

- *Selection for Designer Selection Panel (DSP)*
 - *3 SBC Members must represent the Town of Burlington for the DSP*
 - *Recommendation:*
 - *Eric Conti, Superintendent*
 - *Paul Sagarino, Town Administrator*
 - *Melissa Massardo, School Committee Member*
 - *A motion to approve the three members above to represent the Town of Burlington at the MSBA Designer Selection Panel.*

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Working Groups

Burlington SBC – Working Groups

- **Executive Working Group**
 - **Eric Conti**
 - **Bob Cunha**
 - **Nichole Coscia**
 - **Melissa Massardo**
- *Green Building and Sustainability Initiative Working Group*
 - *Bob Cunha*
 - *Melissa Massardo*
 - *Martha Simon*
- *Educational Programming*
 - *Christine Monaco*
 - *Dennis Villano*
 - *Katherine Bond*
 - *Tara Carroll*
- *Community Outreach*
 - *Bob Cunha*
 - *Melissa Massardo*
 - *Kristen Downie*
- *Design Working Group*
 - *Dennis Villano*
 - *Bob Cunha*
 - *Tara Carroll*
 - *Melissa Massardo*
 - *Kristen Downie*
 - *Katherine Bond*
- *Financial and Bonding & Facilities Assessment Working Group*
 - *Nichole Coscia*
 - *Bob Cunha*
 - *John Danizio*

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Project Website

Fox Hill Elementary School Building Project

[Home](#) [About](#) [Existing Conditions](#) [Community Outreach](#) [Committee](#) [News](#) [FAQ](#) [Team](#) [Official Documents](#) [Contact](#)



WELCOME

Welcome to the Fox Hill Elementary School Building Project website. We encourage you to explore the site to learn more about this project and its impact on the Town and how it involves the community. Below you will find a graphic outlining the MSBA process and what stage we are currently in!



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- Tuesday, January 10th, 2023 at 6:00 PM
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Cost Effective

Thoughtful

Collaborative

Detailed

Committed

Creative

Experienced

Proactive