

# SOUTH KINGSTOWN SCHOOL BUILDING COMMITTEE

## MEETING MINUTES

**Kate Macinanti**  
Chair  
**Brian Mahoney**  
Vice-Chair  
**Brian Silvia**  
Member  
**Lucas Murray**  
Member  
**James Manni**  
Town Manager



**Terry Lynch**  
Member  
**Chip McGair**  
Member  
**David Palazzetti**  
Member  
**Michael Podraza**  
Superintendent

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### EVENT DETAILS

<b>TOPIC:</b>	School Building Committee - Regular Meeting
<b>DATE/TIME:</b>	Thursday, January 25, 2024 @ 4:00 PM
<b>LOCATION:</b>	Town Council Chambers, 2 <sup>nd</sup> Floor, 180 High Street, Wakefield, RI
<b>LIVESTREAM:</b>	<a href="https://www.youtube.com/@sksbc/streams">https://www.youtube.com/@sksbc/streams</a>
<b>PUBLIC COMMENT:</b>	Public comments must be made in person. Comments must be kept on the agenda topic being discussed at that time. The committee chair may limit the duration of comments to ensure members have adequate time to address business items.

### MEETING MINUTES

Item	Topic
1.	<p><b>Call to Order/Roll Call:</b></p> <p>The meeting was called to order at 4:07 PM. Members present: Kate Macinanti Brian Silvia James Manni Lucas Murray Terry Lynch David Plazzetti</p> <p>Members absent: Chip McGair Bob Littlefield Brian Mahoney</p> <p>Also present: Chris Spiegel, LeftField</p>

#### **New Business Items:**

2.	<p><b>Discussion/Action: Project Designer Selection Update: Designer Selection Committee, Interview Questions Review &amp; Qualifications Matrix Review.</b></p> <p>Has a successful solicitation for the solicitation for the Architectural Firms. Six firms responded. Finegold Alexander, JCJ Architecture, Kastle Boos, Johathan Levi, Studio JAED with SLAM Collaborative. How proposals will be graded and who will be reviewing the submissions. Each of the requirements was reviewed in the meeting. Reference surveys will be sent out to each of the references provided. These will be graded. The design selection team's tasks were reviewed. The point structure for each of the items reviewed was discussed.</p>
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	<p>With six proposals the recommendation would be to interview 3 – 4 firms.  A score sheet will be sent to the design selectin team.  Reviewed the details of the firm’s staff qualifications.  Capability and capacity with experience with Rhode Island High School projects.  Work plan. How the deliverables will be delivered for the work.</p> <p>Interview questions</p> <ol style="list-style-type: none"> <li>1) Ask relevant questions about the South Kingstown Project specifically, not other project.</li> <li>2) Case study of a similar project.</li> <li>3) How is this project a priority for the selected firm? Schedule proposed.</li> <li>4) How will the design approach keep costs down and help the schedule?</li> <li>5) Sustainability school facilities experience.</li> <li>6) Ease of building maintenance approach, especially the mechanical systems.</li> </ol> <p>Resident applications for community members to take place in the process.  The selection committee will be four members of the School Building Committee, One member of the Town Council and two members of the community.</p> <p>Nine applications from the community applied. The School Building Committee reviewed the applications.</p> <p>Reviewed the questions asked when soliciting members of the community for the selectin committee.</p> <p>Reviewed the responses from each of the applicants.</p> <p>Recommended applicants.  Mellissa Marino, Doral Beasly, Bob Moore</p> <p>Motion to select Doral Beasly for the Architectural Selection Committee.  Motion approved unanimously.</p> <p>Recommendation to select Bob Moore to the Architectural Selectin Committee.</p> <p>Recommendation and motion to select Mellissa Marino to the Architectural Selection Committee.  Motion passed unanimously.  The selection team has been finalized.</p> <p>Design team selection schedule.  Each proposal will take an hour to review. The design teams should have two weeks to prepare an interview proposal. It makes sense to have interviews the week of February 22<sup>nd</sup> and shortlist at the Architectural Selection Committee meeting on February 5 or 6, 2024. The School Building Committee meeting will be on February 8, 2024, and will vote on the recommendation of the selection committee. Notify short listed firms on February 9, 2024. The building committee discussed and decided to leave the selection of the design team and not need approval from the School Building Committee. The Selection Committee can present to the School Building Committee who has been selected.</p> <p>Finalize an interview and approval schedule. The dates below need to be finalized but these dates were discussed.  February 20, 2024, will be the interviews.  February 22, 2024, School Building Committee to vote on the recommendation.  Town Council and School Committee will have a joint meeting approve the Desing Team Recommendation March 13, 2024.</p>
3.	<p><b>Discussion/Action: Project Labor &amp; Agreement Study Discussion</b>  LeftField recommended a legal firm study the labor market force for this project and make a recommendation if a project labor agreement is needed.  Agenda item for another meeting to determine if a project labor agreement should be pursued.</p>
4 .	<p><b>Community Comment</b>  No community comments.</p>

5	<b>Discussion/Action: Scheduling of next meeting</b> Next meeting – February 8,2024 at 4:00. Need to determine the date for the interviews for each of the architectural teams.
7	<b>Adjourn:</b> <b>MSV (3)</b> - Motion to adjourn. The motion passed 6-0.  The meeting is adjourned at 5:27 PM



