

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

TOPIC:	School Building Committee - Regular Meeting
DATE/TIME:	November 16, 2023 – 4:00 PM
LOCATION:	Town Council Chambers, 2 nd Floor, 180 High Street, Wakefield, RI
LIVESTREAM:	South Kingstown SBC meeting - 11.16.2023
PUBLIC COMMENT:	-

MEETING MINUTES

Item	Topic
1.	<p>Call to Order/Roll Call:</p> <p>The meeting was called to order at 4:07 PM Members present: Lucas Murray, Brian Sylvia, Kate Macinanti, Bob Littlefield, Dave Palazzetti, Brian Mahoney, Chip McGair, Terry Lynch, Chris Spiegel from Leftfield.</p>

New Business Items:

2.	<p>Discussion/Action: Town Council Decision on updated \$150 million School Facilities Bond Referendum and next steps</p> <p>Bond Amount and Referendum Update</p> <ul style="list-style-type: none"> - The Town Council approved updating the school facilities bond amount to \$150 million and moving forward with a bond referendum. <p>Next Steps for Legislation and Bond Vote</p> <ul style="list-style-type: none"> - Brian Sylvia noted the next step involves drafting legislation by the Town Council. - Initial discussions targeted April 2, 2024, for the bond vote, with a preferred date of May 7, 2024, due to state processes. <p>Construction Manager and Architect Recommendations</p> <ul style="list-style-type: none"> - Leftfield recommended hiring a Construction Manager (CM) and Architect early to mitigate escalation costs, which are estimated at approximately \$100,000–\$125,000 per week. - If the bond vote fails, the school committee will bear the costs. If it passes, costs will be reimbursed by bond funds. - David Palazzetti supported initiating foundation work early to avoid escalation fees. <p>Pre-Construction Services Funding</p> <ul style="list-style-type: none"> - Leftfield advised the school committee to secure funding for pre-construction services provided by the CM before the bond vote. - Bob Littlefield inquired about potential project time savings and costs associated with hiring a consultant. Leftfield estimated a 4–5-month savings and a total cost of \$300,000–\$350,000, with CM fees around \$20,000–\$25,000 per month. - Chris noted that a Project Labor Agreement (PLA) would cost \$12,000–\$15,000, included in the \$300,000–
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	<p>\$350,000 estimate.</p> <p>Motions</p> <ul style="list-style-type: none"> - Motion 1: Lucas Murray motioned to explore funding options for procuring a design team for the school building project. Motion seconded by Kate M. No opposition; motion passed. - Motion 2: Bob Littlefield motioned to the school committee to determine the "not-to-exceed" fee for a consultant. Motion seconded by Brian Sylvia. No opposition; motion passed. <p>Risk Management Presentation</p> <ul style="list-style-type: none"> - At Brian Mahoney's request, Leftfield will present a risk management overview, including projected timelines and associated costs, at the November 28, 2023, meeting.
3.	<p>Project Update: School Facilities Project website</p> <p>Website Acknowledgment</p> <ul style="list-style-type: none"> - Kate M. acknowledged Leftfield's work in developing the School Facilities Project website. <p>Website Features Overview</p> <ul style="list-style-type: none"> - Chris Spiegel highlighted various tabs on the website, including: - By the Numbers Page – Offers financial information related to the project. - Meetings & Events Tab – Lists upcoming school committee meetings. - Document Library – Currently under development. <p>Proposed Additions</p> <ul style="list-style-type: none"> - Renovation vs. New Construction information will be addressed in the FAQ section. - A tax calculator may be included in the website design if approved by the committee. <p>Request for Location Selection Details</p> <ul style="list-style-type: none"> - Bob Littlefield requested Leftfield to address a question about the process for selecting the construction location.
4.	<p>Community Comment</p> <ul style="list-style-type: none"> - Kate M. suggested directing community members to the FAQ page on the website for answers to common questions. - Lucas Murray recommended that if specific information is not yet available on the website, it should be addressed promptly, added to the FAQ page, or directed to the appropriate person who can provide an answer. - Brian Mahoney emphasized that this approach will significantly reduce the volume of email inquiries from the community seeking information.
5.	<p>Discussion / Action: Scheduling of next meeting</p> <ul style="list-style-type: none"> - Kate M. proposed November 30, 2023, for the next meeting. Chris requested a one-week delay to allow time for finalizing the RFQ draft. - Brian Mahoney recommended December 7, 2023, at 4:00 PM as the new meeting date, with December 14, 2023, reserved as a backup if additional information needs to be addressed.
6.	<p>Adjourn:</p> <p>Motion to adjourn.</p> <p style="padding-left: 40px;">Motion made by Kate M.</p> <p style="padding-left: 40px;">Motion seconded by Brian</p> <p style="padding-left: 40px;">Motion passes unanimously</p> <p>The meeting is adjourned at approx.5:25 PM</p>