

**Lincoln Public Schools Renovation Projects****Lincoln, RI****LINCOLN PHYSICAL EDUCATION CENTER BUILDING COMMITTEE**

**MEETING DATE:** 4.6.22  
**MEETING NUMBER:** 3  
**TIME:** 7:00 pm  
**LOCATION:** Zoom Meeting call  
**CONDUCTED BY:** Lincoln School Building Committee

| Name              | Present | Company                        | Abbrev. |
|-------------------|---------|--------------------------------|---------|
| Keith Macksoud    | X       | Lincoln PEC Building Committee | KM      |
| Armand Milazzo    |         | Lincoln PEC Building Committee | AM      |
| Phil Gould        | X       | Lincoln PEC Building Committee | PG      |
| Kevin McNamara    | X       | Lincoln PEC Building Committee | KM      |
| Rob Mezzanotte    | X       | Lincoln PEC Building Committee | RM      |
| Mike Babbitt      | X       | Lincoln PEC Building Committee | MB      |
| John Ward         | X       | Lincoln PEC Building Committee | JW      |
| Steven Carvalho   | X       | Lincoln PEC Building Committee | SC      |
| John Sharkey      |         | Lincoln PEC Building Committee | JS      |
| Bob Turner        | X       | Lincoln PEC Building Committee | BT      |
| Michael Gagnon    | X       | Lincoln PEC Building Committee | MG      |
| Jim Jahnz         | X       | Lincoln PEC Building Committee | JJ      |
| Bruce O.          |         | Lincoln PEC Building Committee | BO      |
| Jimmy Frost       | X       | Lincoln PEC Building Committee | JF      |
| Greg O'Conner     | X       | Lincoln PEC Building Committee | GO      |
| Deidra Carreno    |         | Lincoln PEC Building Committee | DC      |
| Tiffany McCloskey | X       | Lincoln PEC Building Committee | TM      |
| John Picozzi      | X       | Lincoln PEC Building Committee | JP      |

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|                 |   |                                  |    |
|-----------------|---|----------------------------------|----|
| Al Ranaldi      | X | Lincoln PEC Building Committee   | AR |
| George Boudjouk | X | Lincoln PEC Building Committee   | GB |
| Joe Desanti     | X | Downes Construction Company, LLC | JD |
| Tony DeMelo     | X | Downes Construction Company, LLC | TD |
|                 |   |                                  |    |

**Items Discussed:**  
(responsibility)

**BIC = "Ball in court"**

| <u>Item</u> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | <u>Status</u> | <u>BIC</u> |
|-------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|------------|
| 1.1         | <b>Coordination with Stakeholders</b><br>DCC outline "Next steps" with the committee. Reviewed the following: <ul style="list-style-type: none"> <li>• Review project goals</li> <li>• Documentation; obtain files from LPS</li> <li>• Develop schedule</li> <li>• Verify budget</li> <li>• Schedule meeting with PEC, LPS &amp; RIDE</li> <li>• Construction delivery</li> <li>• RFP/RFQ for design, construction and commissioning</li> </ul> RGB has developed a preliminary design for the LPS                                                                                                                                                                                                                             | Closed        | DCC        |
| 1.2         | <b>Scope</b><br>Committee provided project needs. Possible expectations as follows: <ul style="list-style-type: none"> <li>• Gym shall have a minimum of 2 courts</li> <li>• Accommodate 60-100 kids</li> <li>• Multi-purpose floor/space</li> <li>• Walking track</li> <li>• Restrooms/lockers</li> <li>• Connectivity to the existing building/gym</li> <li>• Storage</li> <li>• Building structure options; steel, concrete, masonry etc</li> <li>• No Varsity sports</li> <li>• Other considerations <ul style="list-style-type: none"> <li>▪ Training room</li> <li>▪ Bleachers</li> <li>▪ Office</li> <li>▪ Potential 3<sup>rd</sup> court</li> <li>▪ Strength &amp; Conditioning</li> <li>▪ Turf</li> </ul> </li> </ul> | Closed        | DCC        |
| 1.3         | <b>RFP</b><br>Discussed construction option deliverables: <ul style="list-style-type: none"> <li>• Design-Bid-Build</li> <li>• A/E procurement with CM at Risk procurement</li> <li>• Design – Build</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Open          | DCC        |

|     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |        |             |
|-----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|-------------|
|     | <p>DCC shall provide “Pro’s &amp; Con’s of each deliverable; based on the project schedule with a substantial completion, Design – Build may be the preferred method.</p> <p>1.3.1 – DCC presented Pros/Cons to the Construction delivery methods, Design/Bid/Build, CM at Risk, CMa, and Design/Build</p> <ul style="list-style-type: none"> <li>• PECBC voted for Design/Build delivery method</li> <li>- DCC to prepare D/B RFP</li> <li>- DCC to prepare Commissioning agent RFP <ul style="list-style-type: none"> <li>✓ Reviewed RFP</li> <li>✓ Change dates in RFP – Review score cards and select top 3 at PEC meeting on 4/28/22 at 6:00pm and Interviews of the top 3 bidders on 5/4/22 at 5:30pm</li> <li>✓ Discussed liquidated damages – not to be included in the RFP</li> <li>✓ Bids will be due on 4/26 and committee members can pick up the bids at town hall on 4/26 between 3-6pm</li> <li>✓ Score sheets shall be filled out by committee members and brought to the 4/28 meeting</li> <li>✓ Develop interview agenda</li> <li>✓ Contract award to be made on or before 5/17/22</li> <li>✓ Reviewed what will be included in the responses when received; design fee, preconstruction fee, general conditions and general requirements, contractor’s fee including overhead</li> </ul> </li> </ul> |        | DCC<br>DCC  |
| 1.4 | <p><b>Budget/Funding</b></p> <p>Project budget is currently 8.3 million dollars. Fundraising was discussed to potential add to the budget.</p> <p>1.4.1 – PECBC to determine how donations are to be handled</p> <ul style="list-style-type: none"> <li>- Encouraged that a subcommittee be organized for fundraising and consultant brought on board to participate</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Open   | Lincoln     |
| 1.5 | <p><b>Schedule</b></p> <p>DCC to provide master schedule for review</p> <p>1.5.1 – DCC issued and reviewed master schedule indicating 6/30/23 substantial completion date and project milestones</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Open   | DCC         |
| 1.6 | <p><b>Site Visit</b></p> <p>Site visit to review the project and logistics is scheduled for Friday, 3/11/22. DCC and SBC members to attend</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Closed | DCC/Lincoln |
| 1.7 | <p><b>Selection Committee</b></p> <p>PECBC to develop a selection committee for the selection of the Design/Build Team</p> <p>1.7.1 – A separate selection committee will not be developed</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Closed | Lincoln     |
| 1.8 | <p><b>Vote</b></p> <p>A motion to concluded the meeting.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Closed |             |
| 1.9 | <p><b>Questions</b></p> <p>Members of the Committee asked about RIDE review time.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Closed |             |

**Next meeting(s); Thursday, April 28, 2022 @ 6:00pm**

Prepared By: *Tony DeMelo, Project Executive*  
Owner's Project Manager

Copy To: All Attendees  
File