

# CONCORD PUBLIC SCHOOLS CONCORD-CARLISLE REGIONAL SCHOOL DISTRICT

120 MERIAM ROAD CONCORD, MA 01742 PHONE: 978.318.1500 FAX: 978.318.1537  
[www.concordpublicschools.net](http://www.concordpublicschools.net)

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September 14, 2012

Ms. Mary Pichetti  
Director of Capital Planning  
Massachusetts School Building Authority  
40 Broad Street, Suite 500  
Boston, MA 02109

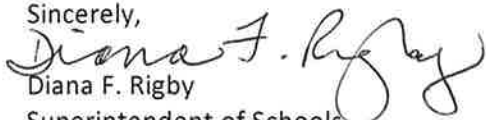
Dear Ms. Pichetti:

Pursuant to the MSBA letter dated August 21, 2012, please find attached the Districts deliverables as requested. For ease of reference, we have numbered the requests provided and tabbed the enclosed binder as follows:

1. The District's analysis and conclusion to demolish three on-site transportation buildings;
2. The District's actions as it relates to the approval of changes to the original building layout;
3. The residents' concerns about transparency and communication regarding information about the high school building project

The District looks forward to the MSBA's review of the enclosed information to continue our partnership in the design and construction of the Concord-Carlisle Regional High School. Please feel free to call me with any questions via (978) 202-1112.

Sincerely,



Diana F. Rigby

Superintendent of Schools  
Concord-Carlisle Regional School District

CC Senator Susan Fargo  
Representative Cory Atkins  
Paul Flynn, Massachusetts School Building Authority  
Lee Deveau, Massachusetts School Building Authority  
Jennifer Connarton, Massachusetts School Building Authority  
Carmen Reiss, Chair, Concord Board of Selectmen  
Peter Scavongelli, Chair, Carlisle Board of Selectmen  
Timothy D. Goddard, Carlisle Town Administrator  
Christopher Whelan, Concord Town Manager  
Fabian Fondriest, Chair, Concord-Carlisle Regional School Committee  
John Flaherty, Deputy Superintendent, Concord-Carlisle Regional School District  
Stanley Durlacher, Chair, Concord-Carlisle High School Building Committee  
Louis Salemy, Member, Concord-Carlisle Regional School Committee  
Brian Dakin, Owner's Project Manager, KV Associates, Inc.  
Jeanne Roberts, Designer, OMR Architects, Inc.

Concord-Carlisle High School  
**Response to August 21, 2012 MSBA Letter**  
September 14, 2012

1. The District's analysis and conclusion to demolish three on-site transportation buildings;
2. The District's actions as it relates to the approval of changes to the original building layout;
3. The residents' concerns about transparency and communication regarding information about the high school building project

Please see the following two documents which respond to this bullet point.

- A – The first document is a letter from John Flaherty to Diana Rigby dated August 30, 2012. This letter provides information regarding the use and cost of the transportation depot buildings, as well as information supporting the District's decision to move ahead with the current design, which includes demolition of the transportation depot.
- B - The second document was presented in it's entirety at the September 12, 2012 joint meeting of the High School Building Committee and Regional School Committee. After hearing the concerns of citizens at various public meetings, the High School Building Committee directed the Designer, OPM and CM to pursue a feasibility study to determine whether the on-site transportation facility could co-exist with the current high school design. This study occurred between August 24, 2012 and September 12, 2012.

After the project team presented conclusions of the study, the floor was opened for a question & answer period (Q&A) with the Regional School Committee, the High School Building Committee, and members of the public. Subsequent to the Q&A session, a motion was proposed (through the High School Building Committee) which read as follows:

*Vote to change the current site design to accommodate the existing bus depot facility.*

Upon roll call vote on the motion by the High School building Committee, the vote unanimously failed.

As of the issuance of this response to the MSBA, draft meeting minutes are not yet available. Upon completion and ratification, they will be provided to the MSBA as an amendment to this package.

In addition, please note that this meeting was recorded to be broadcast at a later date. As of the issuance of this response to the MSBA, the video is anticipated to be available within the next few days to view at the link below.

<http://concordtv.org/video-on-demand>

# CONCORD PUBLIC SCHOOLS

## CONCORD-CARLISLE REGIONAL SCHOOL DISTRICT

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120 MERIAM ROAD    CONCORD, MA 01742    PHONE: 978.318.1500    FAX: 978.318.1537    [www.concordpublicschools.net](http://www.concordpublicschools.net)

To:     Diana F. Rigby, Superintendent of Schools

From:   John F. Flaherty, Deputy Superintendent

Date:    August 30, 2012

Re:     Response to August 21, 2012 MSBA Inquiry on Transportation Buildings

The district's analysis and eventual conclusion to pursue a site option, that coincidentally impacted the transportation depot was based on knowledge learned during the 2010 Master Plan Study and the subsequent results of the building options selection process conducted by the Building Committee in the summer of 2011. This information included developing insights to the limitations of the Regional site due to wetlands, earth moving costs from preliminary cut/fill analyses, permeable surfaces concerns , and the goals of the project to maximize day-lighting in classrooms, as well as recognition of requirements in MSBA Regulations, 963 CMR 2.04. None of the 10 options identified in the 2010 Facilities Master Plan Report dislocated the transportation depot. As the project's direction evolved towards a non-phased new stand-alone building in the Feasibility Study/Schematic phases other siting options were developed, and eventually option 14C was approved by the building committee and the MSBA. Option 14C, presented to the building committee on June 8, 2011 does dislocate the transportation depot.

### **About the Buildings in the Transportation Depot:**

As a point of clarification it should be noted that there are only two buildings within the transportation depot that support bus operations. The third building located within the depot is a wood frame/corrugated metal garage for the building maintenance departments' snowplow/sanding vehicle that also provides storage for other building maintenance equipment. The functions of this building maintenance garage will be relocated to a minimally utilized Town building of similar dimensions located one-half mile away, at the Town of Concord's recycling center on Walden Street. The cost of disassembly and reassembly of the existing building was determined to not be cost-effective, and this building is planned for demolition.

The actual transportation related buildings are the bus/vehicle repair building and the modular administration building.

### **Bus/Vehicle Repair Building**

The bus/vehicle repair building was funded as a \$43,200 (based on the building department permit value) component within the Town of Concord's, \$350,000, Article 40 of the 1999 Town Meeting. This

3,900 square foot Butler metal building has been in service for approximately 13 years of its anticipated useful life of 20 to 25 years. Our district's facilities manager has evaluated the condition of the bus/vehicle repair building and determined the estimated cost of disassembly and reassembly to relocate this building is not cost effective. This building is also located in a low lying area of the bus depot and often experiences drainage issues.

The functions of the 3,900 square foot Butler metal building bus repair building have been replicated at a leased garage facility located in Billerica; we have options to the leased building for three years. We have employed three mechanics for years, and all three are currently working at the Billerica facility.

#### **Transportation Administration Building**

The modular transportation administration building was constructed in 2008 at an actual cost of \$199,794, and a building permit cost of \$200,000. This 1,848 square foot facility was constructed with two adjoined 14' X 66' modular units set on pilings with its own septic capabilities. In January of 2012, the original builder, Mod Space, estimated the cost of disassembling, reassembling and associated site setup cost within 5 miles at \$102,500. Mod Space also estimated a replica replacement building cost at \$217,776.

The transportation administration building located in the current transportation depot will not be demolished, and will be moved and used by the CM during the construction project. At the conclusion of the construction project the building will be available to be repurposed as needed by the school system. There is no transfer of ownership of this joint Concord Public School and Concord-Carlisle Regional School District asset.

Transportation administration have been co-located with other school administration functions at the Ripley Administration building located in Concord two and one-half miles from the previous site at the high school.

The conclusion to move ahead with an option affecting the transportation depot area buildings was based on a well-developed understanding of the site challenges for a new stand-alone building and a widely held perspective that many other transportation depot alternatives sites existed, as well as outsourced student busing services similar to those used in an estimated 90% of cities and towns in Massachusetts. We have been able to replicate the functions of the bus/vehicle repair buildings, as well as the administration building. We are continuing to explore options that do not require dependency on leased sites and are especially focused on collaboration with the Town of Concord on existing or expanded sites.

## ***SCHOOL BUS MAINTENANCE FACILITY***

**ARTICLE 40.** *Upon a motion duly made and seconded, it was*

**VOTED:** *To appropriate the sum of \$350,000, to be expended under the direction of the Town Manager for the purposes of the construction of a new School Department Transportation Repair facility, including expenditures for said facility, associated equipment, site work, engineering, clerk of the works, and construction administration services, and any other related expenses; and that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen be authorized to borrow \$350,000 under General Laws Chapter 44, §7.*

*Declared two-thirds vote*

*April 28, 1999*

The building department's permit for the actual 60' X 65' metal Butler building was in the amount of \$43,200. The rest of the article money, as noted above was for site work, engineering, associated equipment, project management and other expenses.

One of the three buildings is a garage and storage area for the building maintenance department.

# Concord-Carlisle Regional High School



Design Development Phase:  
Bus Depot Study

Meeting #14  
School Building Committee

September 12, 2012

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SEPERATE EMAIL WITH INDIVIDUAL PRESENTATION**

omr architects

Concord-Carlisle High School  
**Response to August 21, 2012 MSBA Letter**  
September 14, 2012

1. The District's analysis and conclusion to demolish three on-site transportation buildings;
  2. The District's actions as it relates to the approval of changes to the original building layout;
  3. The residents' concerns about transparency and communication regarding information about the high school building project
- C - The High School Building Committee convened on August 1, 2012 to discuss the project. At this meeting the final DD project scope and budget was presented. However, it was decided to postpone the actual vote until August 14, 2012. Please see the attached August 1, 2012 presentation and meeting minutes.
- D - The High School Building Committee and School Committee convened on August 14, 2012 to discuss the project. At this meeting the final DD project scope and budget was presented (a second time) and approved. Please see the attached August 14, 2012 presentation and meeting minutes.

# Concord-Carlisle Regional High School

## Design Development Progress

Meeting #11

School Building Committee

August 1, 2012

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SEPERATE EMAIL WITH INDIVIDUAL PRESENTATION**

omrarchitects



**Present:** Dave Anderson, Peter Badalament, Stan Durlacher, Michelle Ernst, John Flaherty, Tim Hult, Karla Johnson, John Lindner, Brian Miller Peter Nobile, Diana Rigby, Louis Salemy, Charlie Sample, Bill Tice, Richard Waterman, Chris Whelan, Elise Woodward

**Also Present:** Brian Dakin, Frank Vanzler, KVA, Jeanne Roberts, Leland Koehler/Rice, Michael Rosenfeld, OMR, Maureen Kirkpatrick, Jim Liddick, Turner Construction

**Absent:** Jeff Adams, Walter Birge, Joseph Morahan, Sergio Siani

**I. Call to Order**

Stan Durlacher called the meeting to order at 6:03 PM and noted there is a quorum.

**II. Reading of Minutes**

A motion was made to approve the June 27, 2012 minutes by John Flaherty and seconded by Bill Tice. The motion was unanimously approved. The minutes of July 5, 2012 will not be voted on since there is not enough detail on the citizens who offered comments with their names and addresses.

**III. Correspondence:**

Diana stated she received two letters from two citizens. The first letter is from Bill Plummer of Arena Terrace, the second letter is from Lissa & Chris McKinney of Hayward Mill Road with 30 other families signing the letter.

**IV. KVA Update:**

- Brian Dakin did a general recap on the OPM MSBA reports. These reports have been issued since January 2011; the last report is #18 for the month of June. They are submitted two ways, electronically on the MSBA website and also in print. The print report is divided into four sections; Executive Summary, Project Schedule, Financial and Construction Activities (none as of this time).
- Brian gave an overview of the information that was delivered to the MSBA on July 26 which resulted from the June 26 MSBA letter.
- Brian then gave a current budget update summary. We are reporting to MSBA that with the current set of drawings and the accepted VE Turner is under the PFA by \$1,714 and the DG Jones estimate is \$205,640 over the PFA. At this point we are comfortable proceeding with these numbers and this is what will be recorded to the MSBA in the July report.

**V. OMR Update:**

Jeanne discussed the accomplishments since the last time we met: issued revised Design Development Estimate Submission for Pricing, met with town authorities and town engineering department on separate occasions, met with MSBA, we received the estimates, reconciled the estimates and had a value engineering number of meetings to get to where we are today, we submitted the response to the MSBA and yesterday we issued the draft ZBA application and drawings to the town. Moving forward we'll be meeting with staff of the town DPW and planning departments, will be preparing the site model to be ready for the ZBA hearing in September. The next meeting with the building committee will be August 14, the day before we issue the design development drawings to the MSBA. On the same day we'll issue the final ZBA application to the town and all of the departments. If the project is approved on August 14 to go forward to the MSBA then we will begin the construction document phase on August 16<sup>th</sup>. The construction document phase will be all about detailing everything we've seen, not changing just detailing. In late August to late September we will issue the early site package for Turner to start constructing in the fall, the early site work only. In early September we'll be meeting with the Planning Board, Public Works Committee, and Zoning Board of Appeals Hearing.

Jeanne talked about the project and went through a number of slides showing a picture of what the project was at the Project Funding Agreement phase from February, 2012 and comparing it to the August design development drawings that meet the \$74+million dollar construction budget. What we are looking at today: the site access, orientation, building entries and service access are as originally envisioned, building remains 4 stories with the lower level set into the north facing slope, all departments are in the same original locations with administration slightly adjusted internal to the building but maintains a similar relationship to the center of the building and outside visual access, the program spaces are within +1-5% of the SD space summary (except minor deviations in a few admin, miscellaneous, storage & locker room, conference rooms and offices are smaller), the learning & dining commons remain in the heart of the building, the DESE spaces are on program per the January 2012 DESE approved submission, the building is filled with natural light and meets the educational needs of the District, achieving at least 59 MA CHPS points and energy model has continuously improved in performance, the parking quantity remains while the site distribution is flipped to save on construction costs and facilitate community use, the base building meets the 225,826 GSF, town financed alternate gym building is detached and reduced in square footage to meet construction costs, and the project is still on schedule to move in by September 2015.

The entire Team is committed to delivering an August 2012 DD package that will meet the SD/PFA budget.

**VI. Action Items:**

We will not seek a vote on the project scope & budget for the DD Submission at this time. We will hold the vote until the August 14<sup>th</sup> meeting in anticipation of the submission to the MSBA on August 15<sup>th</sup>.

**VII. Communication:**

Michelle added a news section to the website. There will be another community forum after school starts but before construction begins.

**VIII. Subcommittees:**

Stan and Diana have discussed the subcommittee structure and have decided to take every other building committee meeting and have a monthly meeting of the building committee at large and then every other meeting have subcommittee meetings subject to the OML. Stan asked the building committee members to sign up for a subcommittee.

Karla (Design Subcommittee) reported that Elise, Peter and Brian looked at the goals of the project and came up with about ten questions that were forwarded to the architects.

**IX. Additional Items:**

The next meeting will be August 14, 2012 and will be a joint meeting with the School Committee.

**X. Public Comments:**

Nancy Burnham, 84 Bristers Hill Road, Concord – Asked for clarification on Jeanne Robert's comments when describing the alternative gym. I thought I heard her say that they (OMR) had reduced the size of the alternate gym to save money that could then be used for the High School. My understanding of the vote in November of last year is that we approved one amount of money to pay for the new high school and a separate amount of money to pay for the alternate gym. My understanding is that the alternate gym is a separate project in all aspects including its finances such that if the gym is built under budget, the remainder of the budget legally must be turned back to the taxpayers and cannot be used for the high school project. In other words, the alternate gym is one project with its own funding and bookkeeping as is the high school and the funds from one cannot legally be used for the other and each needs to keep its own books. I believe that we have had at least one past school building project (one of the elementary schools) that came in under budget. I'd appreciate your clarifying what the presenter meant.

I would like to understand, with detailed numbers of feet, what the impact of the change in the high school's footprint (it is now smaller) along with the smaller drive (no parking spaces on the drive around the school) is now on the area currently used for transportation. It appears that with these changes, the footprint of the project no longer impacts the footprint of the area currently occupied by the Transportation department.

David Allen, 316 Heaths Bridge Road, Concord – real concern is trust; you need the trust of the citizens.

Stan Lucks, 165 Indian Spring Road, Concord – Concerned with the \$17-22 million dollars over budget; poorly served by KVA & OMR that worked with the committee to end up with a budget that was so out of whack; concerned with 5% contingency. Mr. Lucks also wanted to know what the District was doing to recover back the money spent on OMR/KVA for the plans that lead to the \$17 million over run.

Phil Benincasa, 108 Commerford Road, Concord – We need to focus on the need for communication. Phil Benincasa asked questions of Michelle Ernst about why she wasn't posting to public and observed that important information for citizens should be posted. He stated she should not let OML prevent her from posting on the BC web sites. Michelle said she had spoken to Anita Tekle who told her what she should post or not. Phil also said he would call Anita about it to determine what could be posted consistent with OML and Public Records.

**XI. Adjourn:**

A motion was made to adjourn by Tim Hult and seconded by Peter Badalament at 7:21 PM. The motion was unanimously approved.

Respectfully submitted,  
Leona Palmaccio

Approved: 8/14/12

# Concord-Carlisle Regional High School

## Design Development Progress

Meeting #12

School Building Committee

August 14, 2012

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SEPERATE EMAIL WITH INDIVIDUAL PRESENTATION**

omrarchitects

**Present:** Jeff Adams, Dave Anderson, Walter Birge, Stan Durlacher, Michelle Ernst, John Flaherty, Karla Johnson, John Lindner, Diana Rigby, Louis Salemy, Sergio Siani, Richard Waterman, Chris Whelan, Elise Woodward

**Also Present:** Brian Dakin, KVA, Jeanne Roberts, Lisa Pecora-Ryan, Leland Koehler/Rice, OMR, Maureen Kirkpatrick, Jim Liddick, Turner Construction, Fabian Fondriest, Maureen Spada, Louis Salemy, Pamela Gannon, Phil Benincasa, Melissa McMorow and Jennifer Munn from the Concord-Carlisle School Committee

**Absent:** Peter Badalament, Tim Hult, Brian Miller, Joseph Morahan, Peter Nobile, Charlie Sample, Bill Tice

**I. Call to Order**

Stan Durlacher called the meeting to order at 6:01 PM and noted there is a quorum.

**II. Reading of Minutes**

A motion was made to approve the amended July 5, 2012 minutes by Jeff Adams and seconded by Dave Anderson. The motion was unanimously approved.

A motion was made to approve the amended August 1, 2012 minutes by Chris Whelan and seconded by John Flaherty. The motion was unanimously approved.

**III. KVA Update:**

- A motion was made to approve payment of invoices as indicated on the Invoice Summary dated August 14, 2012 for period ending May 31, 2012: Invoice #18 KVA – DD Phase \$19,912, Invoice #18 KVA – CCD Phase \$22,563, Invoice #19 KVA – CCD Phase \$31,633.75, Invoice #16 OMR Architects (CDW) – Ph 2 Site Assessment \$561, Invoice #17 OMR Architects (Nobis) Geotech Services \$14,558.50, Invoice #17 OMR Architects (CDW) DEP Regulatory Submit \$462, Invoice #3 Turner Construction – PreCon for June \$17,610, Invoice #4 Turner Construction – PreCon for July \$17,610 for a total of Invoices submitted eligible & ineligible in the amount of \$124,910.25. So moved by John Flaherty and seconded by Walter Birge. The motion was unanimously approved.

Brian Dakin gave an update of the July OPM Report to the MSBA: Reported to the MSBA that DD is 95% complete and target August 15<sup>th</sup> for the final DD drawing w/VE incorporated, gave a full recap of the estimate values which we reviewed at the last CCHS building committee meeting, reported MA CHIPS maintaining all goals and re-approaching Concord's zoning board to restart the permitting process, referenced letters from citizens regarding the project; Schedule: current construction estimate values were presented at the August 1, 2012 HSBC meeting, ZBA submission and review process was being re-started, goal to approve project scope and budget at tonight's meeting, targeting MSBA submission on August 24, 2012 and early package dates, construction mobilization still being analyzed but end dates still being maintained; Financial: project is estimated within PFA budget by Turner, DG Jones within one tenth of one percent.

Brian reported that the Construction Budget Summary has been reported to the MSBA and will be reported as the final design development values. Brian also put together a project contingency summary and went over it for the committee. In summary within a \$92.5 million dollar total budget we have about a 10% contingency overall.

**IV. OMR Update:**

Lisa Pecora-Ryan gave an update on the August 8, 2012 CCHS Regulatory Process memo from CDW Consultants. The landfill remediation process is separate from the high school project.

Jeanne went through the design development drawings that she presented at the August 1<sup>st</sup> building committee meeting for the School Committee members who are in attendance this evening. After the presentation Jeanne took the committee through the next steps: August 15 issue final ZBA application and drawings for September hearing, Mid-August- issue Design Development Submission, if approved tonight, to the MSBA, and begin construction document phase, September 11 – planning board meeting, September 12 – public works committee meeting, September 12 – SBC Committee meeting – monthly progress, September 13 – zoning board of appeals hearing, late September – issue early site package for bidding.

**V. Building Committee Chair Update:**

Diana Rigby reported on the August 10<sup>th</sup> MSBA phone response to the July 26 Submission. The summary is on the Building Committee's website. MSBA indicated this review is ongoing and are requesting more information in order for them respond in a comprehensive manner. The District has been invited to attend the August 29, 2012 meeting of the Facilities Assessment Subcommittee to review the Design Development Submission and review the current design and budget as well as a communication plan for how we provide this information to both Concord & Carlisle community members as well as addressing community concerns about the site & transportation buildings which will take place in a community forum. The forum needs to take place between the time when the DD documents are

**VI. Communication:**

Michelle Ernst made a motion to schedule a community forum and undertake the following: post a copy of the August 15<sup>th</sup> DD documents on the cchsbuilding.org website, schedule a community forum for August 22, 2012 to present the DD and give the public an opportunity to comment and give feedback; and provide adequate time for the Design Team to study the feedback and evaluate the potential impact on scope, budget and design, seconded by Walter Birge. The motion was unanimously approved.

Michelle reported that there will be forums monthly to share the design with the community and provide information on the details and logistics of the construction phase. Michelle also contacted the attorney general's office in regard to OML guidelines. We are able to use the News Feed to provide information that is fact based.

**VII. Action Item – Vote to approve Design Development Submission for August 24, 2012:**

I, John Flaherty, make a motion to approve the Design Development design and construction budget as presented tonight, August 14, 2012 and subsequently approve the District to submit the MSBA Design Development package to the MSBA, on or before August 24, 2012, so that the MSBA can evaluate the independent cost estimates against the August 15, 2012 Design Development design. In addition, the HSBC recommends acceptance and approval from the Regional School Committee, seconded by Walter Birge. The motion was unanimously approved.

**VIII. Public Question & Answer:**

Stan Lucks, 165 Indian Spring Rd., Concord. Mr. Lucks stated that he was delighted to hear that the contingency has gone from 5% to 10% which is a more appropriate percentage at this the educational objectives, then the excess contingency should be saved to reduce the cost of the new school. He stated that a plan should be developed to manage the contingency and make sure that excess contingency was not used to add back in to the project the items that have been deleted or modified during the recent cost reduction efforts.

Lissa McKinney, 293 Hayward Mill Rd., Concord. Ms. McKinney stated that she is not clear about the size of the alternate gym. The existing gyms at the high school are used all the time and going to less gymnasium space in the new building when more would be necessary is a profound mistake and the community would feel very poorly about. Ms. McKinney also stated that she is not clear about the bathrooms, will there be two (2) sets of bathrooms in the detached gym and will this cut into the usable gym space? Ms. McKinney also stated that vinyl is a poor choice for the floors in the cafeteria and walkways.

Chris McKinney, 293 Hayward Mill Rd., Concord. Mr. McKinney stated that the community voted on a building and not just a gymnasium. He stated it is a shrunken model with fewer square feet.

Valerie Tratnyek, 43 Hill St., Concord. Ms. Tratnyek stated that in regards to the Public Forum on the 22<sup>nd</sup>, she would like to know whether they are getting the building that they voted for and is it possible to have the original drawings that they saw when they voted on next to the current drawings?

Charlie Blair, 26 Florio Dr., Concord. Mr. Blair, member of the FinCom. Mr. Blair would like to know if the MSBA funds are frozen at least until August 29, 2012. Do they reimburse for the invoices that have been paid from now through whenever they accept the project?

Susan Kalled, 100 Elsinore St., Concord. Ms. Kalled wanted to know if the ring road that faces the south side of the building has to be that shape, as opposed to the road in the front that goes straight across. She stated that if that ring road did not come out that wide you could actually avoid physically impacting the transportation depot.

David Allen, 316 Heaths Bridge Rd., Concord. Mr. Allen stated that there is a pregnant question that hangs in the air. Will the concerns of the citizens be taken seriously or is this just window dressing? The difference between tonight's meeting and the meeting of two (2) weeks ago is shocking. Is this just for show for the MSBA?

Lisa Bergen, 325 College Rd., Concord. Ms. Bergen asked where and when the DD drawings would be available for review.

**IX. Citizens Comments:**

Members of the Regional School Committee unanimously thanked the Building Committee for designing a beautiful building that generations of students will benefit from.

**X. Adjourn:**

A motion was made to adjourn by Dave Anderson and seconded by Walter Birge at 7:50 PM. The motion was unanimously approved.

Respectfully submitted,  
Leona Palmaccio

Approved: 9/4/12

Concord-Carlisle High School

**Response to August 21, 2012 MSBA Letter**

September 14, 2012

1. The District's analysis and conclusion to demolish three on-site transportation buildings;
2. The District's actions as it relates to the approval of changes to the original building layout;
3. The residents' concerns about transparency and communication regarding information about the high school building project

## **Concord Carlisle Regional High School Building Committee**

### **Forward looking Communications**

The circumstances of the past 4 or 5 months have highlighted the necessity to both continue the communications work that the Building Committee has put in place, and to enhance the underpinnings of our entire communications program. The following section discusses the major items within these new communications underpinnings.

We have also included a section that details the existing Building Committee communications programs.

#### **Ownership**

The following two statements are both factual: “The event happened.” “We caused the event to happen.” The underlying result of both statements is, indeed, an explanation of the fact that an event happened. However, the two statements differ dramatically in their meaning and message to an audience. In the case of the recent High School Building Committee events, mistakes were made. This is not at issue. But in its recent meeting on the 12th of September, 20112, the Building Committee unanimously affirmed the following statement to take ownership of the mistakes:

“The Concord Carlisle Building Committee publicly acknowledges that it has made mistakes, specifically, we had a serious lapse in oversight during the design development phase that resulted in an initial set of drawings that were well over the project budget. The result of these mistakes was the suspension of funding letter from the MSBA, dated 6/26/12, and no other cause.

We have taken responsibility for our circumstances and have made a number changes in our oversight, procedures, and management. We apologize to all project stakeholders and hereby pledge that we will be diligent in our efforts to bring the project in line with the project funding agreement in an open and collaborative manner.”

This is the first example of the type of Ownership that the Building Committee intends to have on a going forward basis.

#### **Access to Information**

Access to the information on the Concord Carlisle High School project will be improved such that no one should have to go to a third party to access information from the project. The current web site has a wealth of existing information. However, recent requests for information from citizens have shown that several of the historic MSBA reports and other items were not on the web site. The Building Committee will ensure that the design documents and other submission documents are contained in its web site, in addition to those documents that we have found to be missing.

#### **Openness, Timeliness and Precision**

Since the management changes to the Building Committee in early July, the Building Committee has made strides in improving its communications processes. In each meeting since the change, the Building Committee has taken questions and comments into consideration from the BC members and from the public attendees prior to voting on motions in circumstances that have concerted public interest and impact outside of the normal Building Committee workings.

At the public forum on 8/22, we catalogued all of the questions that needed further study and devoted part of our subsequent building committee meeting to answering these questions in a detailed manner. We plan on continuing this practice going forward. If at any public forum or building committee meeting there is a question that requires further research, we will catalogue the question and respond accordingly at the next meeting. The Building Committee commits to be precise and thorough in its answers rather than expeditious and incomplete.

The Building Committee has an extensive channel of communication with anyone that wishes to send an email question to the [outreach@cchsbuilding.org](mailto:outreach@cchsbuilding.org) email address. The building committee is committed to responding to citizens' questions and concerns in a timely and efficient manner. We will respond to all e-mails and requests for information as quickly as possible. If there is a time delay in a response to a question, it will be because it needs to be researched further. If it will take time to gather the information, we will respond to the request accordingly.

Precision is a critical element of communications. The Building Committee will ensure that its communications of summaries of the results of meetings are posted in an expeditious manner and summarize facts. We view the public and the MSBA as our partner and will strive to maintain a positive working relationship with all project stakeholders. In future meetings, we will report back to the building committee and the public only the facts and will not try to interpret any aspect of the meeting.

## **CCHS BC Current Communications Program Communications Web Site Analytics**

**39,884 visitors to [www.cchsbuilding.org](http://www.cchsbuilding.org) in the last 12 months**

**3,844 subscribers to CCHS BC eNewsletter**

**385 emails; [outreach@cchsbuilding.org](mailto:outreach@cchsbuilding.org)**

**246 files posted on [www.cchsbuilding.org](http://www.cchsbuilding.org)**

## **CCHS BC Communications and Outreach**

The CCHS Building Committee is committed to continual and transparent communication with community. Since its inception in July 2010, the committee has maintained several communication vehicles to help educate and inform our various constituencies:

- |                    |                                  |
|--------------------|----------------------------------|
| • Website          | • Facebook                       |
| • Email            | • Twitter                        |
| • E-Newsletter     | • Brochure                       |
| • Community Forums | • Guest commentaries local media |
| • News Feed        | • Local television coverage      |

Over time, we have expanded our tools to reach as many people as possible, giving them choices to receive information in the way they prefer. For some, a monthly summary delivered to their email inbox is sufficient. Others want immediate updates so we have enabled RSS delivery of new feed updates, and have Facebook and Twitter feeds which can provides instant updates to the user's inbox, browser or cell phone. Our website is updated continually and is open and available to all.

The committee also has mechanisms to respond to the community 1 to 1. Committee emails offer the community the ability to pose questions to or request meetings directly with the committee at any time. The committee has responded to hundreds of emails and has presented updates to a variety community groups, from preschool parents, PTGs, the League of Women Voters, even neighborhoods have requested update presentations, and the committee has happily obliged.

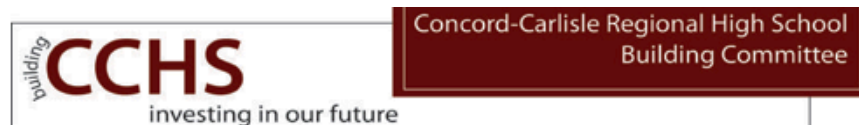


The committee has also held 17 community forums. The forums provide the community the opportunity to hear a project update (usually a presentation) and ask questions directly of the project team. Our community forums to date:

October 2010  
February 3, 2011 *(televised)*  
March 14, 2011  
April 7, 2011  
May 5, 2011  
June 13, 2011

June 15, 2011  
September 9, 2011  
September 20, 2011  
September 21, 2011  
September 30, 2011  
October 17, 2011

October 27, 2011 *(televised)*  
October 30, 2011  
April 12, 2012  
June 14, 2012  
August 22, 2012 *(televised)*



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## CCHS Building Committee

Following the successful completion of a Feasibility Study and Schematic Design, The CCHS Building Committee has been charged by the voters and town meetings of both Concord and Carlisle to move forward with the design and construction of a new Concord-Carlisle Regional High School facility. **Thank you Concord and Carlisle for your overwhelming support!**

The CCHS Building Committee is responsible for implementing the funding agreement between the MSBA and the Concord-Carlisle School district, managing the project team and overseeing the design and construction phases through completion of the project.

### CCHS Project Team

CCHS Building Committee  
The Office of Michael Rosenfeld Architects  
KV Associates  
Turner Construction  
Massachusetts School Building Authority

### Sign Up For Our Newsletter

*\* indicates required*

Email Address \*

First Name

Last Name

Subscribe

### Find us on Facebook



Follow @BuildCCHS

### CCHS Building Committee News Feed

#### Carlisle BOS Reiterate Support

Aug 23, 2012

The Carlisle Board of Selectman wrote Mary Pichetti the Director of Capital Planning for the MSBA on August 22nd to reiterate ...

#### Meeting Summary 9/4/12

Project Team meets with the MSBA

▶ Carlisle BOS Reiterate Support

Concord BOS Express Continued Support

c.2011

The CCHS Building Committee website is the primary vehicle for the committee's communication. It is where all presentations, reports from the architect and OPM, drawings, meeting minutes, agendas, and project updates can be found.

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## Important Documents

### Design Development Documents (Architect)

<a href="#">Design Development Update</a>	9-4-12
<a href="#">DD Submission (see Design Development Tab)</a>	
<a href="#">Site Construction Traffic Plan</a>	8-16-12
<a href="#">Design Development Update</a>	8-14-12
<a href="#">Site Traffic Plan</a>	8-9-12
<a href="#">Design Development Update</a>	8-1-12
<a href="#">Design Development Update</a>	6-27-12
<a href="#">Design Development Update</a>	5-23-12
<a href="#">Design Development Update</a>	4-11-12
<a href="#">Design Development Update</a>	3-28-12
<a href="#">Design Development Update</a>	3-14-12
<a href="#">Design Development Update</a>	2-15-12
<a href="#">Design Development Update</a>	1-25-12
<a href="#">Design Development Update</a>	1-11-12
<a href="#">Design Development Update</a>	12-21-11
<a href="#">Work Plan</a>	12-7-11
<a href="#">CM Procurement Schedule</a>	11-16-11

### Feasibility Study/Schematic Design

<a href="#">Schematic Design Update</a>	8-17-11
<a href="#">Schematic Design Update</a>	7-27-11
<a href="#">Schematic Design Update</a>	7-20-11
<a href="#">Schematic Design Update</a>	6-29-11
<a href="#">Preliminary Site Assessment</a>	6-1-11
<a href="#">Feasibility Study Update</a>	6-15-11
<a href="#">Feasibility Study Update</a>	6-8-11
<a href="#">Feasibility Study Update</a>	5-25-11
<a href="#">Feasibility Study Update</a>	5-4-11
<a href="#">Integrated Design Team Charette</a>	4-26-11
<a href="#">Integrated Design Team Summary</a>	4-26-11
<a href="#">Feasibility Study Update</a>	4-6-11
<a href="#">Goals and Values</a>	
<a href="#">Space Summary</a>	
<a href="#">Design Options</a>	

### Community Forum Presentations

<a href="#">August 2012</a>
<a href="#">July 2012</a>
<a href="#">June 2012 Update</a>
<a href="#">April 2012 Neighborhood Forum</a>
<a href="#">Town Meeting 2011</a>
<a href="#">October 2011 Update</a>
<a href="#">September 2011 Update</a>
<a href="#">June 2011 Update</a>
<a href="#">June 2011 Update (Carlisle)</a>
<a href="#">May 2011 Update</a>
<a href="#">April 2011 Update</a>
<a href="#">March 2011 Update</a>
<a href="#">February 2011 Update</a>
<a href="#">October 2010 Update</a>

### Other Documents

<a href="#">CTC Letter</a>	8-17-12
<a href="#">KVA Invoice July 2012</a>	
<a href="#">Jerry Wedge resignation</a>	
<a href="#">A Letter from The CCHS Student Senate</a>	

### Project Status Reports (Owners Project Manager)

<a href="#">KVA Status Report July 2012</a>	7-12
<a href="#">KVA Status Report June 2012</a>	6-12
<a href="#">KVA Status Report May 2012</a>	5-12
<a href="#">KVA Status Report April 2012</a>	4-12
<a href="#">KVA Status Report March 2012</a>	3-12
<a href="#">KVA Status Report February 2012</a>	2-12
<a href="#">KVA Status Report January 2012</a>	1-12
<a href="#">KVA Status Report December 2011</a>	12-11
<a href="#">KVA Status Report November 2011</a>	11-11
<a href="#">KVA Status Report October 2011</a>	10-11
<a href="#">KVA Status Report September 2011</a>	9-11
<a href="#">KVA Status Report August 2011</a>	8-11
<a href="#">KVA Status Report July 2011</a>	7-11
<a href="#">KVA Status Report June 2011</a>	6-11
<a href="#">KVA Status Report May 2011</a>	5-11
<a href="#">KVA Status Report April 2011</a>	4-11
<a href="#">KVA Status Report March 2011</a>	3-11
<a href="#">KVA Status Report February 2011</a>	2-11
<a href="#">KVA Status Report January 2011</a>	1-11

### Environmental/Sustainability Documents

<a href="#">Site Remediation Process</a>	8-14-12
<a href="#">Energy Savings Analysis</a>	
<a href="#">Supplemental HazMat Summary</a>	5-30-12
<a href="#">TOC Planning &amp; Land Management</a>	5-18-12
<a href="#">Supplemental Soil Testing</a>	4-2-12
<a href="#">Soil Testing Report #1</a>	4-2-12
<a href="#">Soil Testing Report #2</a>	4-2-12
<a href="#">Phase II Subsurface Investigation</a>	10-24-11

### MSBA Agreements & Communications

<a href="#">Letter to MSBA from Carlisle BOS</a>	8-22-12
<a href="#">Letter to MSBA from Concord BOS</a>	8-21-12
<a href="#">Letter from MSBA</a>	8-21-12
<a href="#">District Response to MSBA</a>	7-26-12
<a href="#">Building Committee Motion (re: MSBA letter)</a>	7-5-12
<a href="#">Letter from MSBA</a>	6-26-12
<a href="#">MSBA Project Funding Agreement</a>	2-3-12
<a href="#">MSBA Project Funding Agreement Budget</a>	2-3-12
<a href="#">Authorization to proceed to schematic design</a>	7-27-11
<a href="#">Letter to MSBA</a>	5-18-11
<a href="#">Letter from MSBA</a>	5-13-11
<a href="#">2010 Feasibility Study Agreement</a>	

### Request For Services

<a href="#">Design Services - Site Model</a>	4-11-12
<a href="#">Supplemental HazMat Survey</a>	4-9-12
<a href="#">Soil Testing Services #2</a>	4-9-12
<a href="#">Building Envelope Services</a>	3-14-12
<a href="#">Soil Testing Services</a>	3-14-12
<a href="#">Owner's Project Manager</a>	
<a href="#">Designer Services</a>	
<a href="#">Designer Services Addendum #1</a>	
<a href="#">Designer Services Addendum #2</a>	
<a href="#">Designer Services Addendum #3</a>	

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## Meeting Schedule

All meetings are held in the CCHS Library unless otherwise noted  
6:00 to 8:00 PM

### 2012 Meetings

January	11	<a href="#">Agenda</a>	<a href="#">Minutes</a>	*Little Theater
	25	<a href="#">Agenda</a>	<a href="#">Minutes</a>	
February	8	<a href="#">Agenda</a>	<a href="#">Minutes</a>	
	15	<a href="#">Agenda</a>	<a href="#">Minutes</a>	
March	14	<a href="#">Agenda</a>	<a href="#">Minutes</a>	
	28	<a href="#">Agenda</a>	<a href="#">Minutes</a>	
April	11	<a href="#">Agenda</a>	<a href="#">Minutes</a>	
May	23	<a href="#">Agenda</a>	<a href="#">Minutes</a>	
June	27	<a href="#">Agenda</a>	<a href="#">Minutes</a>	
July	5	<a href="#">Agenda</a>	<a href="#">Minutes</a>	
August	1	<a href="#">Agenda</a>	<a href="#">Minutes</a>	
	14	<a href="#">Agenda</a>	<a href="#">Minutes</a>	
September	4	<a href="#">Agenda</a>		
	12	<a href="#">Agenda</a>		*5 pm start
October	10			
	24			
November	14			
	28			
December	12			
	26			

### 2011 Meetings

January	26	<a href="#">Agenda</a>	<a href="#">Minutes</a>
March	9	<a href="#">Agenda</a>	<a href="#">Minutes</a>
	23	<a href="#">Agenda</a>	<a href="#">Minutes</a>
April	6	<a href="#">Agenda</a>	<a href="#">Minutes</a>
	13	<a href="#">Agenda</a>	<a href="#">Minutes</a>

## Feasibility Study Highlights

(click image to enlarge)



The feasibility study began where the master plan ended. Extensive site and infrastructure including reviewing site options on the CCHS campus.



The Education Specification, the document that defines the spaces needed to deliver the educational programs and curriculum, was updated in careful collaboration with the MSBA.



10 design approaches were created based on the Education Specification. They represented a range of solutions from simply making repairs (no build) to renovation, to renovation with additions, to new construction. Each design here represents the same building square footage. Cost, phasing and construction timelines were created for each approach.



The Building Committee selected 4 options representing a range of approaches. This was further narrowed down to three options which were evaluated against criteria the building committee, the architect and the project manager deemed to be the most critical to the success of the project.



The top two scoring approaches, one that most resembled the master plan approach and a new construction option were further explored in a all day design charrette.



The two preferred options were developed further, including exploration of a site for new construction.



Each phase of the project has a tab on the main that brings users to a summary of the phase.

The Feasibility Study Highlights shows pictures from the Study and walks through how the site was selected.

The Schematic Design highlights renderings of the building including floor plans, the site and pictures of how daylighting will be achieved.

## Schematic Design Highlights

(click image to enlarge)



Renderings of the building from the south and the north sides.



Students and visitors enter at the ground floor from the south side of the building. This entrance is located by the school's main office and administration.



The lower floor consists of the auditorium, cafeteria, gymnasiums and associated spaces. It is also where CCTV and the radio station are located.



The second floor hosts the Humanities and Language departments and classrooms. There are several breakout spaces for collaborative learning and group study.



The third floor hosts STEM (Science, Technology, Engineering and Math.) There is ample laboratory space and breakout spaces throughout the level.



Light wells and light shelves help propel natural daylight even to the interior of the building.



The orientation of the building maximizes natural daylight all year.

## Design Development

(click on image to enlarge)



View from North



View from South



East elevation view



West elevation view



Site plan - Overhead View



First Floor  
Gymnasiums, Dining,  
Performing Arts, CCTV and  
WIQH



Second Floor  
SPED, Administration,  
Guidance, Learning Commons,  
Visual Arts



Third Floor  
SPED and Humanities  
(English, Social Science and  
Language)



Fourth Floor  
SPED and STEM (Science  
Technology, Engineering and  
Math)

### Design Development Submission to MSBA (August 2012)

00 General  
G0.0\_V1.pdf  
G0.1.pdf  
G2.1.pdf  
G2.2.pdf

01 Civil  
Existing Conditions Plan EX 1-6.pdf  
C-101 Key Plan.pdf  
C-102 Notes.pdf  
C-200-205 Demo.pdf  
C-300-305 Utility Plan.pdf  
C-400-408 Plan and Profile.pdf  
C-500 Pavement.pdf  
C-501 Water and Sewer.pdf  
C-502 Drainage.pdf  
C-503 Basin.pdf

02 Landscape  
L-1.0a-e.pdf  
L-2.1a-e.pdf  
L-4.1a-f.pdf  
L-5.1a-b.pdf

### 03 Architectural

A0.1.pdf  
A2.1-4.pdf  
A3.1.pdf  
A4.1-11.pdf  
A5.1-13.pdf  
A6.1-8.pdf  
A7.1-2.pdf  
A8.1-12.pdf  
A9.1-2.pdf  
A10.1-4.pdf  
A11.1-20.pdf  
A11.21-34.pdf  
A12.1-2.pdf

04 Food Service  
K0.1-K2.1.pdf

05 Structural  
Structural DD Set.pdf

06 Fire Protection  
2012-8-10 DD FP.pdf

07 Plumbing  
2012-8-10 DD PL.pdf

08 HVAC  
CCHS DD HVAC.pdf

09 Electrical  
CCHS DD ETS.pdf

### Specs

CCHS Volume 1.pdf  
CCHS Volume 2.pdf

The Schematic Design tab has been updated as the design has evolved. It currently shows building renderings and the complete Design Development Package submitted on August 16th