

## MINUTES

---

**date:** 2.13.2019

**meeting date:** 2.13.2019 – 7:00 PM      **at:** School Committee Room, Brookline Town Hall

**re:** Brookline High School Expansion Project – BHS Advisory Building Committee

**attendees:** BHS Expansion Advisory Building Committee (Committee)  
George Cole, Nancy Heller, Susan Wolf Ditkoff, Nancy O'Connor, Andrew Bott, Mary Ellen Dunn, Ray Masak, Anthony Meyer, Jenee Ramos, Ian Roffman, Nicole Gittens, Matthew Oudens

Absent – Mel Kleckner, Bobbie Knable, , Jordan Watts, Daniel Bennett

William Rawn Associates (WRA) – Andrew Jonic, Sam Lasky

AECOM – Roger Gagnier

Hill International, Inc. (Hill) – Donna Camiolo, Paul Kalous, Andy Felix, Andy Vo

Skanska – Mike Gear, Dan Lanneville

**distribution:** Ray Masak, Mary Ellen Dunn, Ben Lummis for distribution

**attachment:** Brookline High School Expansion Advisory Committee Meeting, 2/13/2019 slide show, by WRA

---

**item:    topic:**

### 1. Approval of Meeting Minutes

- A. Nancy Heller motioned to approve the meeting minutes for November 19, 2018 BHS Expansion Advisory Building Committee (Committee) meeting. Seconded by Anthony Meyer. All in favor.

### 2. Budget Update

1. Hill presented the budget summary and the current DD estimate.
  - a. The total approved project budget is \$205.6 million with \$137.6 million for hard cost.
  - b. The reconciled DD cost estimate is \$208.9 million with \$140.9 million for hard cost. This is 2% higher than the approved budget.
  - c. The project team provided value management analysis with cost saving of \$3.3 million. The value management process brought the hard cost back on budget at \$137.6 million.
    - i. The value management analysis includes changing the design of the finishes, façade and minor changes on the canopy without reducing the school programs.
  - d. The current reconciled budget is \$205.6 million.
  - e. On February 1, 2019 the Co-Chairs approved the project team to proceed with Construction Contract Documents design phase.

### 3. Schedule Update: Presentation of Construction Phasing and Logistic

Skanska presented the logistic plan and project schedule. The following is a summary that describes the proposed staging areas, traffic and delivery routes, noise level and temporary pedestrian routes during construction phase in the upcoming months.

1. Skanska presented the overall plan for delivery routes and general guidelines.

- a. There will be two routes for delivery during construction: deliveries to Cypress Project will be via Route 9 to Washington Street then to Cypress and deliveries to STEM Wing and Tappan Gym be via Route 9 and Sumner Road. All major deliveries including steels and precast planks will be using Washington Street toward Cypress Street and Davis Avenue.
  - b. Project team has weight limit for the bridge on Cypress Street. It was suggested that Skanska to find the weight limit for bridge on Washington.
  - c. Skanska confirmed that the awarded precast contractor will provide survey of the delivery route to verify the delivery route through Washington Street and alternative route.
  - d. Skanska to study the current construction site near Dunkin Donut on Route 9 to prevent any impact on the logistic plan.
  - e. There will be delivery restrictions during drop off and pick up hours.
  - f. Delivery hours will be from 7am – 4pm. Skanska will have delivery schedule for every delivery to avoid overlapping.
  - g. Steel deliveries will take place from January 2020 through summer 2020.
  - h. The project will provide two police details on daily basis for Cypress Street and Greenough Street to direct traffic during construction.
  - i. The project team to present logistic plan to local police and transportation authorities. Project team to coordinate upcoming meeting through Ray Masak.
  - j. Skanska confirmed that there will be some work on the weekend for demolition. The abutter reminded the project team that there are currently three residential construction in town and the project team to plan deliveries accordingly. Project team to check with building commissioner for upcoming projects in town nearby neighborhoods to avoid overlapping.
  - k. Parking for workers will be offsite. Construction workers will take train and shuttle bus to the construction site.
  - l. George confirmed that the logistic plan should not be shared with the public until after meeting on February 25, 2019.
2. Skanska presented Phase 1 of construction (June 2019 – October 2019)
    - a. Sidewalk on Cypress (west side) and sidewalks closers to Roberts Wing will be closed.
    - b. Work includes mobilizing, site fence, field office and building demolition.
    - c. Two fulltime police details will be provided.
    - d. Construction will be at 111 Cypress, Brookline Hills T, Tappan Gym and Roberts Wing.
    - e. There will be no work at the courtyard near Roberts Wing.
    - f. The Headmaster reminded that there should be no work on June 9, 2019 because of senior graduation. Project to coordinate with Hal.
    - g. All MBTA work should be coordinated accordingly and attempt to piggy back with the existing shutdown schedule to minimize MBTA shutdown.
  3. Skanska presented Phase 2 of construction (September 2019 – February 2020)
    - a. There will be temporary walkway at Admin Building.
    - b. 3rd floor egress stairs will be available.
    - c. OCS work at Hills T Station
    - d. There will be around 10 trucks of concrete per day at each site.
    - e. Construction trailer and laydown area are proposed to be near Tappan Gym.
  4. Skanska presented Phase 3 of construction ( March 2020 – June 2020)
    - a. Start construction at Tappan Gym
      - i. Construction at Basement locker rooms/L1 offices.
      - ii. Construction at Dance/wrestling
    - b. Continue construction on 111 Cypress
    - c. Build new platform
  5. Skanska presented Phase 4 of construction (June 2020 – December 2020)
    - a. Complete Stem Wing Construction
    - b. Continue construction at 111 Cypress
    - c. Continue work at Tappan Gym
      - i. Construction at Basement and Level 1 renovation.
    - d. Sidewalk at Cypress remains closed.
  6. Skanska presented Phase 5 of construction (January 2021 – June 2021)
    - a. Testing and commissioning
    - b. Complete construction at 111 Cypress building.
    - c. Start landscape and hardscape at Cypress building.

- d. Install fire protection at Tappan pool. Pool will be closed.
7. Skanska presented Phase 6 of construction (June 2021 – September 2021)
  - a. Sidewalk complete
  - b. Landscape complete
  - c. Complete work at Tappan Gym.

#### 4. Public Outreach

George Cole asked Hill to prepare a community outreach plan to inform neighbors and the community at large of construction activities and possible disruptions. Information to be shared with the public should be construction management plan, potential disruptions caused by deliveries or noise and progress photos.

1. Website should be used for documents and announcements.
2. Email for announcement and reports.
3. Social media for announcements
4. Public forums and meetings to share information and respond to the community.
5. Mailing update to the neighbors.

#### 5. MBTA Update

Hill provided a brief MBTA summary update. The MBTA issued draft agreements to the Town. They include the Improvement Agreement, the License for Entry and the Easement Agreement. The MBTA has completed the appraisal and will send to the Town.

- 60% Building Submission, 30% Platform submission complete.
- Completed soil boring at the MBTA.
- MBTA PDG meeting Complete.
- Submit OCS, Demo, and Electrical Relocation on March 15, 2019

WRA presented the MBTA platform design with four stages.

Stage 1 – Existing platform reduced to car capacity.  
 Stage 2 – New raised platform constructed beneath building.  
 Stage 3 – Remainder of platform replaced with new raised platform.  
 Stage 4 – new platform & lot opened at full capacity.

1. Station will be operational during construction. Temp platform will be available.
2. ¼ of platform is under the new Cypress building.
3. Platform will be raised 8" and will fit 3 cars train.
4. Staging area for the MBTA platform will be on Tappan Street.
5. Design of this new Platform at Brookline Hills Station is similar to the Brookline Village Station.
6. Design team to look into angle crosswalk to get the sidewalk closer to the egress pathway.
7. Design team to look into eliminating the canopy on the inbound side for cost saving.
8. The graphic/plans need to show the park.

#### 6. Overhead Power Lines Update

1. Hill updated the committee about the overhead utility power lines being too close to the building canopy. The OSHA regulations call for a 10' clearance from building footprint to existing power lines. However, the setbacks need to be greater than 10' to accommodate for scaffolding and crane operations.
  - a. Utility pole at Stem needs to be relocated across the street.
  - b. Utility poles at Cypress and Brighton Road need power lines to be extend out 8' on the same pole. Light poles will be temporary disconnected and flood light will be mounted elsewhere to compensate for street light lost. Building will also needs to be redesigned to adjust 3' – 4' away from utility line. These adjustments will give workers 10' – 15' work zone for scaffolding as required by OSHA.
  - c. MBTA pole needs to be removed.

- d. Utility poles near Tappan need to be moved across the street or move further into the park to avoid trimming trees.
- e. George Cole suggested that the utility poles be addressed ASAP as it is a long lead items.

**7. Next meeting:**

It was agreed that the next meeting will be at 7 PM, Wednesday March 27, 2019.

**8. Adjourn**

- B. George Cole motioned to adjourn. Seconded by Anthony Meyer. All in favor. The meeting was adjourned at 8:45 PM.