

September 10, 2024
School Building Committee

A meeting of the School Building Committee was held on Tuesday, September 10, 2024 at 5:30 pm. The meeting was held in room 315 located at City Hall, 59 Court Street, Westfield.

1. At 5:38 pm Vice Chair Tammy Tefft called the meeting to order.
2. Members present by roll call:

	<u>Present</u>
Mayor Michael McCabe	absent
Stefan Czaporowski	absent
Shannon Barry	X
Chris Carey	absent
Mike Tirrell	X
Ralph Figy	X
Ashlie Brown	X
Jill Phelan	X
Patty Bloniarz	X
Bridget Matthews-Kane	X
Bill Parks	absent
Brian Sullivan	X
Cindy Sullivan	X
Tammy Tefft	X
Susan Dargie	<u>absent</u>
	10

Also, in attendance:

Dan Pallotta
Bert Gardner

3. Public Participation: none
4. Summary of Community Correspondence:
Bridget Matthews-Kane stated that she received correspondence from a constituent. After discussion, it was decided that the constituent would need to email the concern and it would be addressed at the next meeting.
5. Approval of the School Building Committee meeting minutes
Ralph Figgy moved, Cindy Sullivan seconded to approve the May 14, 2024 School Building Committee meeting minutes, as presented. All were in favor. Motion passes.
6. Update from Owner Project Manager (OPM)
Dan Pallotta reported that things were in good shape. He distributed documents to members

and informed them that the project is at about 85% completion, updated on change orders, we are less than 1% of project in change orders and there are only a few possible change orders outstanding currently. Overall in good shape as a project

7. Update from Architect

Bert Gardner reviewed a PowerPoint presentation.

He reviewed slides, spoke about FF&E update, and the new recycling collection spot at the school.

Tammy Tefft stated that the FF&E consultant and school teams worked very hard on the lists, outstanding currently is the custodial equipment but those lists are wrapping up soon and orders will be placed. All orders are expected to start arriving at the beginning of November.

8. Any other items not reasonable anticipated 48 hours prior to the meeting

Tammy spoke about preparing a tour schedule for staff of both locations currently it is scheduled for Tuesday September 24, 2024 and Thursday September 26, 2024. Tammy stated that she would like to work on another tour for parents and students to attend prior to the start of school and that she will be working with the School Department on this. A question was asked by Mike Tirrell about site tours of the existing schools for people to say goodbye to. She stated that Susan Dargie had just informed her that on Saturday, October 26, 2024 both Abner Gibbs and Franklin Avenue will be open for people to tour and say goodbye Details to follow from the School Department. Tammy also stated that she is working to set up additional tours of the new school for the School Committee members and City Councilors in the next few weeks.

At 5:58 pm Ralph Figy moved, Brian Sullivan seconded to adjourn the meeting. All were in favor. Motion passes.

A true copy, Attest:

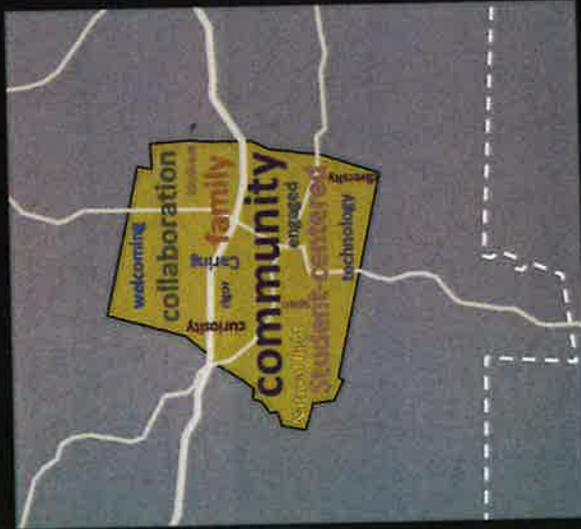
Michael McCabe, Chair
Westfield School Building
Westfield School Committee

MM/tt



WESTFIELD
FRANKLIN AVENUE ELEMENTARY
SCHOOL PROJECT

Project Update
June 10, 2024



CAOLD & BIENIEK ASSOCIATES, INC.
ARCHITECTURE • PLANNING • INTERIOR DESIGN

FF&E UPDATE

Red Thread	Teacher chairs, Mobile storage, SPED carrels, HD stack chair Office Furniture, Conference tables Breakout lounge, Ottomans Admin task chair Lilypads Student Tables, partial Custodial side chair, desk, task chair, side table	ORDERED ORDERED ORDERED ORDERED ORDERED ORDERED ORDERED
RH Lord	Student tables, Soft rockers, Book truck Student stools, student stack chair Student stools, Library study chairs Guest chairs Conference chairs, Mother's room chair	ORDERED ORDERED ORDERED ORDERED ORDERED
COR	Student chairs, Student desks, Small group table, Teacher side chairs Teacher desks, Lateral files, Bookcases, Storage cabinets Library lounge chairs	ORDERED ORDERED ORDERED

PSI-NE	Library shelving and end panel, Browsing bins, Display units Metal shelving Custodial Industrial Shelving, Metal Shelving	AWAITING ORDER CONFIRMATION AWAITING ORDER CONFIRMATION AWAITING ORDER CONFIRMATION
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FF&E Update



P3 PROJECT PLANNING PROFESSIONALS

FF&E UPDATE

Hertz Teacher task chairs ORDERED ORDERED
 Medical furniture, Art and STEM tables, Flat file, Flags ORDERED ORDERED
 Custodial Trash Receptacles, Dollys, Genie Lift, Stool, 28 Gallon Bins AWAITING ORDER CONFIRMATION

Lakeshore Learning Easels, Dramatic play, Area ORDERED

Wenger Music furniture ORDERED

Staples Chair Mat AWAITING ORDER CONFIRMATION

Singer Waste Receptacles, Trash/Recycling ORDERED

Demco Depressible Mobile Book Return ORDERED

EQUIPMENT Lists returned today. Stefura developing Contract Documents for Equipment Packages



P3 PROJECT PLANNING PROFESSIONALS

FF&E Update



VIRTUAL TOUR

A virtual tour of the school has been created, showing major program spaces in the building, complements of Pete Cowels, Media Systems Specialist

<https://kuula.co/share/collection/7KQsN?logo=-1&info=0&fs=1&vr=1&zoom=1&sd=1&initload=0&thumbs=-1>

The tour will be embedded in the District's Website



P3 PROJECT PLANNING PROFESSIONALS



VIRTUAL TOUR