

Agenda
Farmington High School Building Committee
Wednesday, July 10, 2019
Farmington High School Library
5:00 PM

- A. Call to Order.
- B. Pledge of Allegiance.
- C. Public Comment.
- D. Minutes.
 - 1) To approve the attached June 19, 2019 minutes.
- E. Correspondence.
 - 1) Office of Civil Rights- Voluntary Corrective Action Plan.
- F. Presentations - None.
- G. Reports.
 - 1) Chair Report.
 - 2) Owner's Representative.
 - 3) Professional Partnership Subcommittee.
 - 4) Site Evaluation Subcommittee.
 - 5) Communications Subcommittee.
 - 6) Financial Subcommittee.
 - 7) Town Council Liaisons.
- H. New Business.
 - 1) To review and approve the attached draft RFP for Architectural Services.
 - 2) To review the upcoming schedule and timelines.
- I. Adjournment.

cc: Committee Members
Paula Ray, Town Clerk
Interested Parties

MOTION:

Agenda Item D-1

To approve the attached June 19, 2019 minutes.

/Attachment

Minutes are considered "DRAFT" until approved at next meeting

Minutes
Farmington High School Building Committee
Special Meeting
Wednesday, June 19, 2019
Farmington High School Library
7:00 PM

Present:

Meg Guerrera, Chair	Kathy Greider, Superintendent
Johnny Carrier	Scott Hurwicz, FHS Principal
Sharon Mazzochi	Vince La Fontan, School Business Administrator
Ellen Siuta	Tim Harris, Director of School Facilities
Chris Fagan	Paul Cianci, Town Council Liaison
Garth Meehan	Beth Kintner, Town Council Liaison
Michael Smith	Kathryn Krajewski, Clerk of the Committee

Absent (Excused):

Kathy Blonski, Town Manager

A. Call to Order.

The chair called the meeting to order at 7:00 P.M.

B. Pledge of Allegiance.

The committee members and audience recited the Pledge of Allegiance.

C. Chair Report.

Meg Guerrera, Chair, reported that public comment has been moved on the agenda. This will give members of the public an opportunity to hear the interviews and offer their comments prior to executive session.

Meg also displayed a "project check in" document. This document is recorded with these minutes as Attachment A. This document is a visual representation of the charge of the committee. It highlights high level tasks and action items in an effort to provide an understanding of the project as a whole. The yellow box titled "we are here" will move throughout the process to illustrate where the committee is and what the next steps will be.

D. Minutes.

1) To approve the attached June 5, 2019 minutes.

Upon a motion made and seconded (Siuta/Mazzochi) it was unanimously VOTED: to approve the attached June 5, 2019 minutes.

Minutes are considered "DRAFT" until approved at next meeting

E. Presentations.

None.

F. Reports.

Meg Guerrera informed the committee that subcommittee reports are suspended for this meeting. Committee members and the public were directed to the Town website for all subcommittee meeting information, minutes, and agendas.

G. Interview firms for Owner's Representative Services.

The following firms answered questions from the committee regarding Owner's Representative Services.

7:00 p.m. – Colliers International

7:45 p.m. – Construction Solutions Group (CSG)

H. Public Comment.

Bob Bonato, 41 Northwoods Road, said that at the last site evaluation subcommittee there was a comment regarding a 33-acre requirement for the projected enrollment of FHS. He stated that he did not hear anyone address this requirement.

Matt Hutvagner, 4 Deepwood Road, thanked the committee for the 7:00 PM start time. He said that knowing the committee is listening to the public's comments is a great step. He personally believes that Colliers had the better interview and that they appear to be personally committed to the project.

Jay Tulin, 39 Timberline Drive, offered his feedback on the interviews stating that personally, he would feel more comfortable with Colliers as the Owner's Representative.

Mike Galluzzo, 3 Fox Run Road, discussed the public use of the FHS facility. The Farmington Valley Symphony Orchestra does not currently have performance space. They would love to have a home in the Farmington Valley at Farmington High School. The current state of the auditorium at FHS, including the acoustics and seating, is "an embarrassment" and is "a disservice to the students." The Farmington Valley Symphony Orchestra, as well as other dance or performance groups, would love to utilize the FHS auditorium.

Rusty Malik, 15 Coppermine Road, urged the committee to engage and meet with the state early to review concepts and other aspects of the project. He also commented that the State is doing space standard waivers and

Minutes are considered "DRAFT" until approved at next meeting

suggested being intentionally conservative and not overstate the reimbursement rate.

I. Executive Session: Review and Discussion of RFP Responses for Owner's Representative Services in accordance with Conn. Gen. Stat. §§1-200(6) and 1-210(b) (24).

Upon a motion made and seconded (Carrier/Smith) it was unanimously VOTED: to move to Executive Session for review and discussion of RFP responses for Owner's Representative Services at 8:29 P.M. with voting and non-voting members of the Farmington High School Building Committee in attendance.

The committee returned to open session at 9:35 P.M.

J. To take any action on the selection of a finalist to provide Owner's Representative Services.

Upon a motion made and seconded (Carrier/Meehan) it was unanimously VOTED: to select Construction Solutions Group (CSG) as the finalist for Owner's Representative Services for the conceptual options phase.

K. To authorize the Town Manager and the Professional Partnership Subcommittee to negotiate and sign a contract with the selected Owner's Representative.

Upon a motion made and seconded (Smith/Mazzochi) it was unanimously VOTED: to authorize the Town Manager and the Professional Partnership Subcommittee to negotiate and sign a contract with Construction Solutions Group (CSG) for the conceptual options phase.

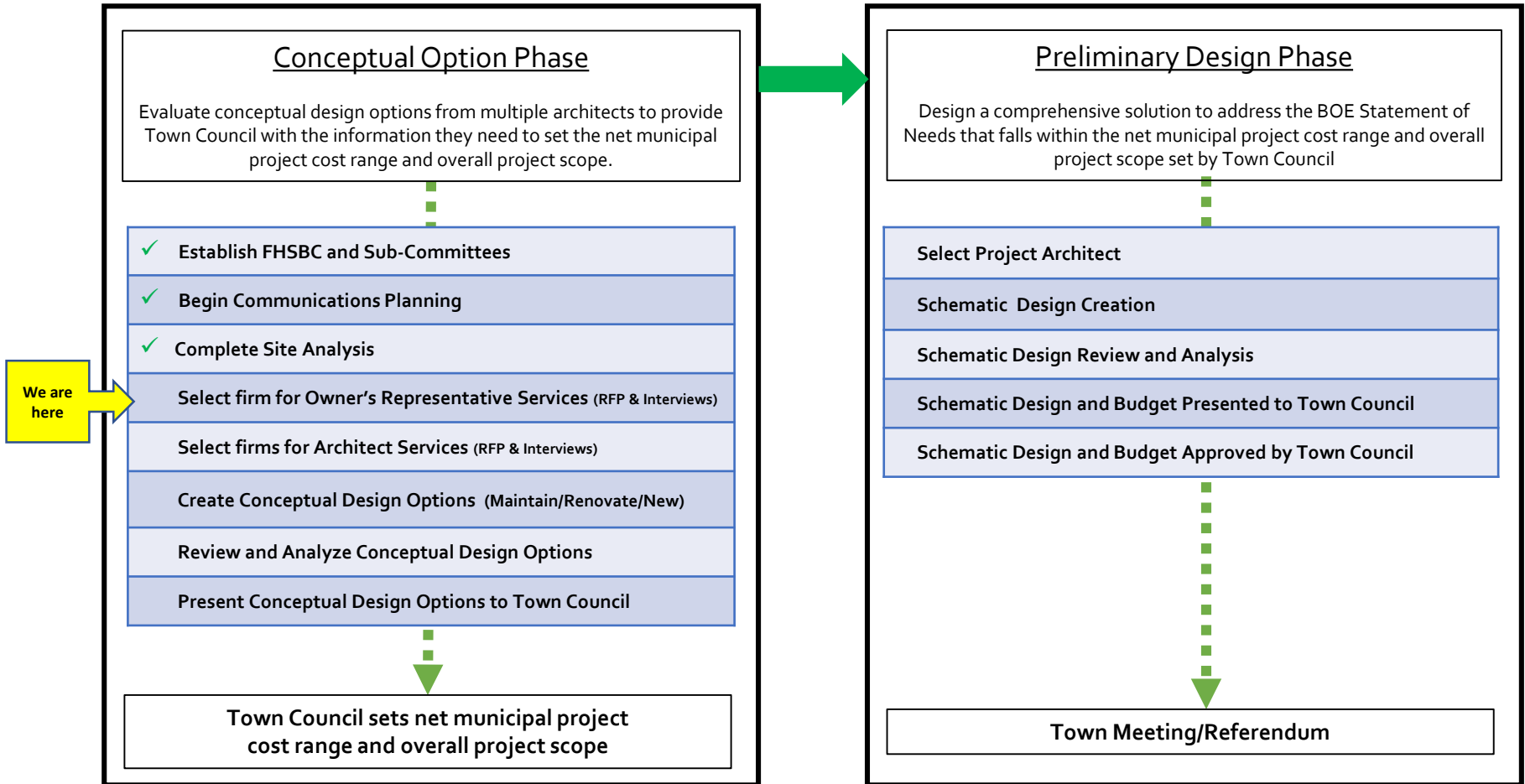
L. Adjournment.

The meeting adjourned at 9:38 P.M.

Respectfully Submitted,

Kathryn Krajewski
Clerk of the Committee

FHS Building Committee Project Check-In: June 19, 2019



(This is a planning document that represents high-level tasks and will be updated continually.)



STATE OF CONNECTICUT
DEPARTMENT OF EDUCATION



June 19, 2019

Ms. Kathleen C. Greider
Superintendent of Schools
Farmington Public Schools
1 Monteith Drive
Farmington, CT 06032

Dear Superintendent Greider:

During the monitoring phase, the Connecticut State Department of Education (CSDE) is required to submit their Connecticut's Civil Rights Compliance Monitoring report to the Office for Civil Rights (OCR), U.S. Department of Education in Washington, D.C. This report details Connecticut's efforts to monitor educational programs for compliance with federal and state civil rights legislation in an effort to ensure that all students are served equitably. Included in this report are your voluntary corrective action plan (VCAP) and supplemental information. The OCR, U.S. Department of Education (USDOE) will review the letter of findings, the VCAP and supplemental information and provide feedback.

The Farmington Public Schools is a recipient of federal financial assistance from the USDOE. Since the findings and required corrective actions in the agency's letter of findings relate to violations of Title VI of the Civil Rights Act of 1964; Title IX of the Education Amendments of 1972 and Section 504 of the Rehabilitation Act of 1973, during the monitoring phase, the Farmington High School is required to provide updates about the status of the noncompliance issues.

Please provide an updated VCAP that includes a remedy for each noncompliance issue and a tentative completion date on/or before **Wednesday, July 3, 2019**, to:

Dr. Adrian R. Wood
Connecticut State Department of Education
Turnaround Office, Suite 602
450 Columbus Boulevard
Hartford, CT 06103

If an updated VCAP plan is not submitted, the matter will be reported to the USDOE's Office for Civil Rights and the district may be deemed out of compliance with these laws.

Sincerely,

A handwritten signature in black ink that reads "Lisa Lamenza".

Lisa Lamenza, Bureau Chief
Turnaround Office

LL:awt

cc: Dr. Adrian R. Wood, Education Consultant

June 28, 2019

Dr. Adrian R. Wood
State Department of Education
Turnaround Office 165 Capital Avenue, Room 344
Hartford, CT 06106

RE: Farmington Public School's Updated Voluntary Corrective Plan

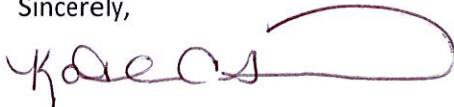
Dear Dr. Wood:

I am writing in response to your request for an updated Voluntary Corrective Plan dated June 19, 2019. I would like to report that the Town of Farmington recently reestablished a building committee to address the need for a new or renovated Farmington High School facility. The committee recently selected an owner's representative and will be selecting an architect in the coming weeks.

Attached, please find the district's updated voluntary corrective plan which includes targeted completion dates for the corrective actions that will be completed as part the comprehensive FHS facility project. I have also attached the FHS Statement of Needs and the FHS Building Committee's charge for your review.

Please feel free to contact me should you need additional details.

Sincerely,



Kathleen C. Greider
Superintendent of Schools



Voluntary Correction Action Plan

School District: Farmington

School Name: Farmington High School

Signature: _____ 7/3/2019

<u>Noncompliance Issues</u>	<u>Corrective Action Plan</u>	<u>Completion Date</u>
<p>The recipient provides showers in the girl’s locker room, but does not provide showers in the boy’s locker room. Legal Requirements: Title IX: 34 C.F.R., § 106.41 (c) (7) requires that a recipient who operates or sponsors interscholastic, club or intramural athletic shall provide equal athletic opportunity for members of both sexes, which includes comparable competitive facilities. In determining whether comparable facilities are offered for both sexes, the baseball field and softball field were reviewed. After reviewing the fields, it was determined that the facilities are not comparable.</p>	<p>Restructure both the girl’s and boy’s locker rooms so both facilities offer an equal amount of showers.</p>	<p>Complete</p>
<p>The choral program, when viewed in its entirety, is not readily accessible to persons with disabilities because there is no access to the tiers.</p>	<p>In June 2017, a Town Council and Board of Education approved new building project failed in a referendum. A new FHS Building Committee was formed on March 26, 2019 with an updated Statement of Need approved by the Board of Education and Town Council. The work of this committee is underway and progress is being made to address the comprehensive needs of the FHS facility.</p>	<p>A comprehensive facility project will be considered by the Town Council and Board of Education for approval with a possible referendum in 2020.</p>
<p>The band program, when viewed in its entirety, is not readily accessible to persons with disabilities because there is no access to the tiers.</p>	<p>In June 2017, a Town Council and Board of Education approved new building project failed in a referendum. A new FHS Building Committee was formed on March 26, 2019</p>	<p>A comprehensive facility project will be considered by the Town Council and Board of Education for approval with a possible referendum in</p>

	with an updated Statement of Need approved by the Board of Education and Town Council. The work of this committee is underway and progress is being made to address the comprehensive needs of the FHS facility.	2020.
--	--	-------

<u>Noncompliance Issues</u>	<u>Corrective Action Plan</u>	<u>Completion Date</u>
The Outtakes program, when viewed in its entirety, is not readily accessible to persons with disabilities because the serving line is not usable.	Install accessible tray shelf	Program no longer exists
The nurse program, when viewed in its entirety, is not readily accessible to persons with disabilities because the sink and the drug cabinet are not accessible and usable.	Install an accessible sink and relocate the drug cabinet to make it accessible and usable.	Complete
The field hockey program, when viewed in its entirety, is not readily accessible to persons with disabilities because there is no accessible seating.	In June 2017, a Town Council and Board of Education approved new building project failed in a referendum. A new FHS Building Committee was formed on March 26, 2019 with an updated Statement of Need approved by the Board of Education and Town Council. The work of this committee is underway and progress is being made to address the comprehensive needs of the FHS facility.	A comprehensive facility project will be considered by the Town Council and Board of Education for approval with a possible referendum in 2020.
The football program, when viewed in its entirety, is not readily accessible to persons with disabilities because there is no accessible seating. There is no accessible route from the parking lot to the fields.	In June 2017, a Town Council and Board of Education approved new building project failed in a referendum. A new FHS Building Committee was	A comprehensive facility project will be considered by the Town Council and Board of Education for approval with a

	formed on March 26, 2019 with an updated Statement of Need approved by the Board of Education and Town Council. The work of this committee is underway and progress is being made to address the comprehensive needs of the FHS facility.	possible referendum in 2020.
<u>Noncompliance Issues</u>	<u>Corrective Action Plan</u>	<u>Completion Date</u>
The photography program, when viewed in its entirety, is not readily accessible to persons with disabilities because the sink is not accessible and usable. There is no accessible workstation.	Provide an accessible work station.	Completed
The general art program, when viewed in its entirety, is not readily accessible to persons with disabilities because the sink is not accessible and usable.	Install accessible sink.	Completed
The ceramics program, when viewed in its entirety, is not readily accessible to persons with disabilities because the sink is not accessible and usable.	Install accessible sink.	Completed
The library program, when viewed in its entirety, is not readily accessible to persons with disabilities because the sink is not accessible and usable.	Remove existing non-compliant sink.	Complete

<p>The physical education program, when viewed in its entirety, is not readily accessible to persons with disabilities because the toilet and shower in the boy's and girl's locker rooms are not accessible and usable. The toilet and shower in the coach's offices are not accessible and usable. There is no accessible seating in the gym. There is no accessible route between the benches in the boy's and girl's lockers.</p>	<p>In June 2017, a Town Council and Board of Education approved new building project failed in a referendum. A new FHS Building Committee was formed on March 26, 2019 with an updated Statement of Need approved by the Board of Education and Town Council. The work of this committee is underway and progress is being made to address the comprehensive needs of the FHS facility.</p>	<p>A comprehensive facility project will be considered by the Town Council and Board of Education for approval with a possible referendum in 2020.</p>
<p>The auditorium program, when viewed in its entirety, is not readily accessible to persons with disabilities because there is no listening device for the hearing impaired and the control room is not accessible.</p>	<p>In June 2017, a Town Council and Board of Education approved new building project failed in a referendum. A new FHS Building Committee was formed on March 26, 2019 with an updated Statement of Need approved by the Board of Education and Town Council. The work of this committee is underway and progress is being made to address the comprehensive needs of the FHS facility.</p>	<p>A comprehensive facility project will be considered by the Town Council and Board of Education for approval with a possible referendum in 2020.</p>

Notes: The following noncompliance issues are based on the “design standards” of ANSI and UFAS both referenced by Section 504 of the Rehabilitation Act of 1973, and ADAAG referenced by the ADA. When UFAS and ADAAG do not share the same section numbers, the items are identified as [UFAS] or [ADAAG]. Note that a school is in compliance with the ADA if it complies with Section 504 of the Rehabilitation Act of 1973. Refer to the document titled “Legal Standards” for information concerning the compliance criteria and options for existing construction, and the appropriate design standard for new and altered construction.

Please be advised that the room or space containing a specific program (accessible to persons with disabilities) shall be the room or space with the most accessible elements. For example, if only one of several rooms (with the same program) has a sink that room must be accessible to persons with disabilities. Also, if a program were to change location over time, the new location shall follow the same criteria. If more than one person with disabilities attends a program, each of those persons shall also be provided with accessible elements.

In existing construction and/or alteration and/or new construction, federal law “regulations” require that persons with disabilities have “equal treatment,” “no discrimination,” “usable elements,” “the most integrated setting appropriate,” and “maximum extent feasible.”

<u>Noncompliance Issues</u>	<u>Corrective Action Plan</u>	<u>Completion Date</u>
<p>Toilets (Single User and Gang Toilet)</p> <p>Are hot water and drain pipes under lavatories insulated or otherwise covered? [4.19.4] No</p> <p>Note: Dressing room (boy's and girl's)</p>	<p>In June 2017, a Town Council and Board of Education approved new building project failed in a referendum. A new FHS Building Committee was formed on March 26, 2019 with an updated Statement of Need approved by the Board of Education and Town Council. The work of this committee is underway and progress is being made to address the comprehensive needs of the FHS facility.</p>	<p>A comprehensive facility project will be considered by the Town Council and Board of Education for approval with a possible referendum in 2020.</p>
<p>Locker Shower</p> <p>Single User And Gang Toilet Room (Shower)</p> <p>Is there is no shower seat (for the 36 x 36 shower), which extends the full depth of the stall and is fastened securely, mounted 17-19 inches from the floor? [4.21.3, 4.26.3] No</p> <p>Note: Dressing room (boy's and girl's)</p>	<p>In June 2017, a Town Council and Board of Education approved new building project failed in a referendum. A new FHS Building Committee was formed on March 26, 2019 with an updated Statement of Need approved by the Board of Education and Town Council. The work of this committee is underway and progress is being made to address the comprehensive needs of the FHS facility.</p>	<p>A comprehensive facility project will be considered by the Town Council and Board of Education for approval with a possible referendum in 2020.</p>
<p>Locker/Shower Single User and Gang Toilet Room (Shower)</p>	<p>In June 2017, a Town Council and Board of</p>	<p>A comprehensive facility project will be</p>

<p>Can the shower spray unit be used both as a hand-held and as a fixed shower head? [4.21.6] No</p> <p>Note: Dressing room (boy's and girl's)</p>	<p>Education approved new building project failed in a referendum. A new FHS Building Committee was formed on March 26, 2019 with an updated Statement of Need approved by the Board of Education and Town Council. The work of this committee is underway and progress is being made to address the comprehensive needs of the FHS facility.</p>	<p>considered by the Town Council and Board of Education for approval with a possible referendum in 2020.</p>
<p><u>Noncompliance Issues</u></p>	<p><u>Corrective Action Plan</u></p>	<p><u>Completion Date</u></p>
<p>Locker/Shower</p> <p>Is the shower stall a minimum of 36 x 36 inches? [4.21.2] No</p> <p>Note: Dressing room (boy's and girl's)</p>	<p>In June 2017, a Town Council and Board of Education approved new building project failed in a referendum. A new FHS Building Committee was formed on March 26, 2019 with an updated Statement of Need approved by the Board of Education and Town Council. The work of this committee is underway and progress is being made to address the comprehensive needs of the FHS facility.</p>	<p>A comprehensive facility project will be considered by the Town Council and Board of Education for approval with a possible referendum in 2020.</p>
<p>Locker/Shower</p> <p>Single User and Gang Toilet Room (Shower)</p> <p>Is there a minimum of 36 x 48 inches of clear floor space next to the stall? [4.21.2, Fig. 35(a)] No</p>	<p>In June 2017, a Town Council and Board of Education approved new building project failed in a referendum. A new FHS</p>	<p>A comprehensive facility project will be considered by the Town Council and Board of Education for</p>

<p>Note: Physical education teacher's bathroom</p>	<p>Building Committee was formed on March 26, 2019 with an updated Statement of Need approved by the Board of Education and Town Council. The work of this committee is underway and progress is being made to address the comprehensive needs of the FHS facility.</p>	<p>approval with a possible referendum in 2020.</p>
<p>Locker/Shower</p> <p>Are the grab bars on each side 1 ¼ - 1 ½ inches wide, 33-36 inches high, parallel to the floor, 1 ½ inch clearance between rail and wall, and fastened securely to the wall at ends? [4.21.4, Fig. 37, 4.26.2, 4.26.3(5)] No</p> <p>Note: Dressing room (boy's and girl's)</p>	<p>In June 2017, a Town Council and Board of Education approved new building project failed in a referendum. A new FHS Building Committee was formed on March 26, 2019 with an updated Statement of Need approved by the Board of Education and Town Council. The work of this committee is underway and progress is being made to address the comprehensive needs of the FHS facility.</p>	<p>A comprehensive facility project will be considered by the Town Council and Board of Education for approval with a possible referendum in 2020.</p>
<p>Locker/Shower</p> <p>Are controls mounted on the side wall opposite the seat, without requiring tight grasping, pinching, or twisting of the wrist? [4.21.5, 4.27.4] No</p> <p>Note: Dressing room (boy's and girl's)</p>	<p>In June 2017, a Town Council and Board of Education approved new building project failed in a referendum. A new FHS Building Committee was formed on March 26, 2019 with an updated Statement of Need approved by the Board of Education and Town Council. The work of this</p>	<p>A comprehensive facility project will be considered by the Town Council and Board of Education for approval with a possible referendum in 2020.</p>

	committee is underway and progress is being made to address the comprehensive needs of the FHS facility.	
--	--	--

<u>Noncompliance Issues</u>	<u>Corrective Action Plan</u>	<u>Completion Date</u>
<p>Single User/ Gang Toilet Room</p> <p>Is the top of the water closet seat 17-19 inches from the floor? [4.16.3] No</p> <p>Note: Dressing room (boy's and girl's)</p>	<p>In June 2017, a Town Council and Board of Education approved new building project failed in a referendum. A new FHS Building Committee was formed on March 26, 2019 with an updated Statement of Need approved by the Board of Education and Town Council. The work of this committee is underway and progress is being made to address the comprehensive needs of the FHS facility.</p>	<p>A comprehensive facility project will be considered by the Town Council and Board of Education for approval with a possible referendum in 2020.</p>
<p>Single User/Gang Toilet Room</p> <p>Is the lavatory knee clearance a minimum 27 inches high, 3 inches wide, 17-19 inches deep (the 27 inches height should be maintained for at least 8 inches in depth)? [4.19.2, Fig. 31] No</p> <p>Note: Dressing room (boy's and girl's)</p>	<p>In June 2017, a Town Council and Board of Education approved new building project failed in a referendum. A new FHS Building Committee was formed on March 26, 2019 with an updated Statement of Need approved by the Board of Education and Town Council. The work of this</p>	<p>A comprehensive facility project will be considered by the Town Council and Board of Education for approval with a possible referendum in 2020..</p>

	committee is underway and progress is being made to address the comprehensive needs of the FHS facility.	
<p>Single User/ Gang Toilet Room</p> <p>Do doorways have a minimum clear opening of 32 inches? [4.13.5] No</p> <p>Note: Team visitor bathroom</p>	<p>In June 2017, a Town Council and Board of Education approved new building project failed in a referendum. A new FHS Building Committee was formed on March 26, 2019 with an updated Statement of Need approved by the Board of Education and Town Council. The work of this committee is underway and progress is being made to address the comprehensive needs of the FHS facility.</p>	<p>A comprehensive facility project will be considered by the Town Council and Board of Education for approval with a possible referendum in 2020.</p>
<u>Noncompliance Issues</u>	<u>Corrective Action Plan</u>	<u>Completion Date</u>
<p>Single User/Gang Toilet Room</p> <p>Is the maximum force of 5 pounds for pushing and pulling an open door? [4.13.11] No</p> <p>Note: Dressing room (boy's and girl's)</p>	<p>In June 2017, a Town Council and Board of Education approved new building project failed in a referendum. A new FHS Building Committee was formed on March 26, 2019 with an updated Statement of Need approved by the Board of Education and Town Council. The work of this committee is underway and progress is being made to address the comprehensive</p>	<p>A comprehensive facility project will be considered by the Town Council and Board of Education for approval with a possible referendum in 2020.</p>

	needs of the FHS facility.	
<p>Single User/Gang Toilet Room</p> <p>Is the paper dispenser mounted below the grab bar no more than 36 inches from the back wall and at least 19 inches from the floor? [4.16.6] No</p> <p>Note: Dressing room (boy's and girl's)</p>	<p>In June 2017, a Town Council and Board of Education approved new building project failed in a referendum. A new FHS Building Committee was formed on March 26, 2019 with an updated Statement of Need approved by the Board of Education and Town Council. The work of this committee is underway and progress is being made to address the comprehensive needs of the FHS facility.</p>	<p>A comprehensive facility project will be considered by the Town Council and Board of Education for approval with a possible referendum in 2020.</p>
<p>Single User/ Gang Toilet Room</p> <p>If the water closet is approached from the front and there is a lavatory alongside, is there a water closet clear floor space at least 48 inches wide by 66 inches deep? [4.16.2, Fig. 28, 4.22] No</p> <p>Note: Dressing room (boy's and girl's)</p>	<p>In June 2017, a Town Council and Board of Education approved new building project failed in a referendum. A new FHS Building Committee was formed on March 26, 2019 with an updated Statement of Need approved by the Board of Education and Town Council. The work of this committee is underway and progress is being made to address the comprehensive needs of the FHS facility.</p>	<p>A comprehensive facility project will be considered by the Town Council and Board of Education for approval with a possible referendum in 2020.</p>

<p>Room</p> <p>Are operating controls and switches for frequent use placed within 48 54 inches above the floor for front or side approach, respectively? [4.27;4.15.2]</p> <p>Note: Fume Hoods Science Rooms (515 and 523)</p>	<p>In June 2017, a Town Council and Board of Education approved new building project failed in a referendum. A new FHS Building Committee was formed on March 26, 2019 with an updated Statement of Need approved by the Board of Education and Town Council. The work of this committee is underway and progress is being made to address the comprehensive needs of the FHS facility.</p>	<p>A comprehensive facility project will be considered by the Town Council and Board of Education for approval with a possible referendum in 2020.</p>
---	---	--

The Board of Education discussed a motion that outlines the “statement of need” regarding the Farmington High School renovation project. The motion presented below was approved by the Board at the January 28, 2019 Board meeting in compliance with Farmington Town Code section 53-2.

Motion:

1. *Whereas, the Farmington Board of Education has engaged in a comprehensive school feasibility study with TECTON that included multiple observations of existing conditions, age of equipment, facility, review of history of site, building and additions, analysis of energy efficiency and options for improvement, review of existing reports (OCR, NEASC, School Safety), focus groups with faculty, administration and students, assessment of education space needs and conceptual solutions to address needs.*
2. *Whereas, the FHS NEASC study summary highlights a need to improve travel distances for faculty and staff, improve circuitous and crowded corridors and intersecting/converging students and faculty, create informal collaboration spaces for students, faculty and staff, address building systems for a controllable interior environment and address accessibility to interior and exterior areas.*
3. *Whereas, several spaces at FHS do not meet ADA requirements as outlined by the OCR report issued in 2013-2014, including but not limited to the auditorium, stage, music instructional spaces, some classrooms, outdated chair lift in the weight room, media center, bathrooms, portions of 2nd and 3rd floors of 1928 building, culinary space, gymnasium and outdoor athletic facilities.*
4. *Whereas, the FHS Safety and Security Study highlights accessibility issues (23 separate entry points to building), sight line issues, public/private use of building, inadequate interior and exterior lighting levels, building orientation difficulty and various issues around the multiple additions.*
5. *Whereas, FHS has experienced several additions over many years, with an aging 1928 building in need of significant renovation as well as several additions with an inefficient building envelope impacting energy costs and efficiencies (insulation, façade, windows-except for 900 wing) as well as aging mechanical, electrical, plumbing, fire alarm and protection building systems not in code compliance.*
6. *Whereas, FHS building energy performance is inadequate and in need of a “Green Design” (new or renovated MEP systems could save an average of 35%-45% of annual costs depending upon solution).*

7. *Whereas, the auditorium (poor acoustics), cafeteria, and library are undersized, impacting high school scheduling, educational programming as well as state and federal requirements on food services.*
8. *Whereas, the additions have primarily addressed enrollment increases, but have resulted in a very large, inefficient facility footprint impacting not only energy costs, but security, insufficient student classroom space, a need for students to travel outside the building to travel to classes (696 student cross intersection between classes 9 times per day and 1070 feet from one side of the building to another), significant hallway congestion, inadequate use of space (30% unused space), a lack of space for robotics, lack of space for whole school staff professional learning and collaboration as well as constraints on educational programming for students.*
9. *Whereas, with current and emerging educational requirements and demands on comprehensive high schools, FHS is in need of an efficient, functional, flexible learning facility that meets state and federal requirements and serves the diverse needs of all students.*
10. *Whereas, the current parking is inadequate and requires expansion to accommodate the school and public use of Farmington High School's building.*

The Board, therefore, directs administration to begin planning a renovation of appropriate and necessary school space at Farmington High School to accommodate new MEP needs, educational programming needs, Connecticut school safety expectations, NEASC standards and OCR/ADA regulations not currently being addressed in their entirety:

- *Maximize square footage for educational programming (see #2, #8, #9)*
- *Create multiple levels to the building to address inefficient sprawl and "maze" like building to increase classroom space, space for robotics and other current and emerging learning spaces (see #2, #8, #9)*
- *Address undersized auditorium (acoustic issues), stage cafeteria and media center (see #7)*
- *Address multiple ADA compliance issues (see #3)*
- *Address Mechanical, Electrical and Piping (MEP) code compliance issues (see #2, #5, #6)*
- *Address Security compliance issues (see #4)*
- *Address overcrowded Town Hall office space as well as off-site Farmington Alternative High School space needs (#8)*

Motion:

It is Hereby Resolved, that the Farmington Board of Education recommends to the Farmington Town Council, as required in Section 53-2 in the Farmington Town Code and the Conn. General Statutes 10-220, that a comprehensive building project (renovate, renovate with additions, renovate as new or new construction) of Farmington High School as noted above and further, that the Farmington Town Council consider this statement of needs as soon as possible.

Cc: Board of Education Members

MOTION:

Agenda Item D-1

To perform the following actions pertaining to the Farmington High School Building Project in accordance with Chapter 53 "Public Buildings," of the Farmington Town Code:

- 1) Appoint a Farmington High School Building Committee consisting of the following voting members:

Meghan Guerrero, Chair

Chris Fagan, Board of Education Member

Ellen Siuta, Board of Education Member

Johnny Carrier, Resident

Sharon Mazzochi, Resident

Garth Meehan, Resident

Michael Smith, Resident

And the following non-voting members:

Paul Cianci, Town Council Liaison

Beth Kintner, Town Council Liaison

Kathleen Blonski, Town Manager

Kathleen Greider, Superintendent

Scott Hurwitz, Farmington High School Principal

_____, Farmington High School Support Staff

Vince LaFontan, Farmington Public Schools Business Administrator

Tim Harris, Farmington Public Schools Director of Facilities

Other Town and Board of Education Staff as needed

Kathryn Krajewski, Clerk of the Committee

- 2) Charge the Farmington High School (FHS) Building Committee, in addition to the general responsibilities included in Chapter 53 of the Farmington Code, to complete the following tasks, listed below as Part I and Part II.

Part I:

- a) That the committee shall review the approved statement of needs, FHS survey, previous building committee information, Town of Farmington financial impact and forecasting documents, and other reference documents as needed, in preparation for the proposal of a comprehensive building project (renovate, renovate with additions, renovate as new or new construction) for Town Council review and approval.
- b) That after the review is complete, the committee shall engage multiple firms to generate competition to get initial design concepts for conceptual solutions that address the Statement of Needs for:
1. Maintaining the current FHS facility;
 2. Renovation in the existing footprint of FHS (including renovate, renovate with additions, renovate as new, etc.); and
 3. Completing a new building option on the existing FHS site or other locations.
- c) That pricing for options b (1) through b (3) above shall be prepared by an Owner's Representative/Value Engineering Professional who shall be selected by the Committee. The Owner's Representative/ Value Engineering Professional shall be retained by the committee and shall be independent of any of the firms who have submitted a proposal for the FHS facility.
- d) That after the architects have completed their plans and after the Owner's Representative/Value Engineering Professional has completed their analysis of the proposed plans, the Committee shall report the options to the Town Council, who shall have exclusive authority on the overall project scope and cost of the project.
- e) That the Committee begin to consider alternate/other locations for a new building.

Part II:

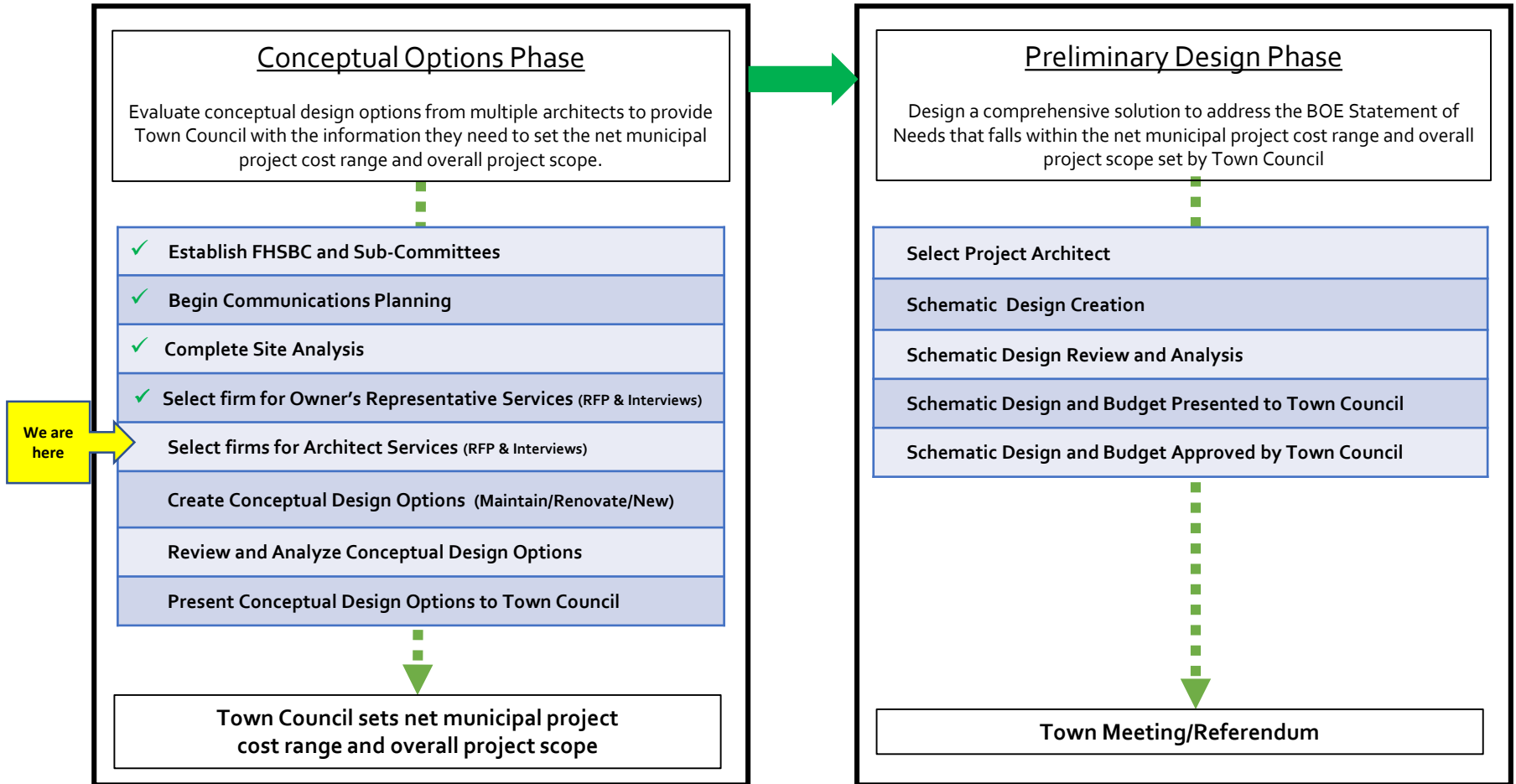
That once the Town Council has reviewed the options presented by the Committee and the preliminary pricing, it shall re-charge the committee with:

- (1) An overall project scope; and
- (2) A range of the net municipal cost of the project with guidance from the Owner's Representative's/Value Engineering Professional's preliminary pricing options.

The committee shall then complete Phase 1, Preliminary Plan Development, per Section 53-4(B) of the town ordinances.

Once Phase 1, Preliminary Plan Development, is complete and the Project is approved at the Town Meeting and referendum, the Committee shall proceed with Phase 2, Final Design Development, as described in Section 53-4(C) of the Town Ordinances.

FHS Building Committee Project Check-In: July 10, 2019



(This is a planning document that represents high-level tasks and will be updated continually.)

The Farmington High School Building Committee appointed four subcommittees to assist in the completion of the FHS Building Committee charge. Each subcommittee has unique deliverables and responsibilities. Subcommittee members will provide an update of the work done to date at the July 10th FHS Building Committee meeting.

Subcommittee	Responsibilities
Communications Subcommittee	<ul style="list-style-type: none"> • Define a strategic communications plan • Define strategic messaging • Identify and implement communication methods • Coordinate communications with Town Council and Board of Ed • Manage community outreach efforts • Provide committee updates as required
Professional Partnership Subcommittee	<ul style="list-style-type: none"> • Create RFP Documents • Create Rating Forms • Schedule interviews • Manage partner relationships • Create contract specs as required • Provide Committee updates as required
Site Evaluation Subcommittee	<ul style="list-style-type: none"> • Research possible alternate site options • Identify and document site constraints and benefits • Provide committee updates as required
Financial Subcommittee	<ul style="list-style-type: none"> • Communicate debt schedule • Manage state funding process • Work with state reps regarding state reimbursement • Review BOE Capital Improvement Plan • Provide committee updates as required

Subcommittee information, minutes, and agendas can be accessed on the Town website at: <http://www.farmington-ct.org/government/2019-farmington-high-school-building-committee/fhs-building-project-history/fhs-building-committee-subcommittee-information>

MOTION:

Agenda Item H-1

To review and approve the attached draft RFP for Architectural Services.

NOTE: The draft RFP was created based off the Architect RFP from the previous building committee as well as the charge of the committee and has been reviewed by the Professional partnership Subcommittee. Construction Solutions Group has reviewed and the draft RFP, and their additions are highlighted in yellow.

Comments and feedback from the committee are expected at the meeting.

Anticipated Timeline:

July 12, 2019- RFP issued

August 2, 2019- Proposal due

August 7, 2019- Select firms to interview (scheduled FHS Building Committee meeting)

August 21, 2019- Interview firms (scheduled FHS Building Committee meeting)

/Attachment

**Architectural, Design and Related Engineering Services
For Conceptual Design Options for
Farmington High School**

July 12, 2019

Farmington Public Schools

1 Monteith Drive Farmington, CT 06032

<i>RFP Issued:</i>	<i>7/12/2019</i>
<i>Mandatory Walkthrough:</i>	<i>7/19/2019 Time TBD</i>
<i>Question Deadline:</i>	<i>7/24/2019 12:00 PM</i>
<i>Question Responses:</i>	<i>7/26/2019</i>
<i>Proposal Due:</i>	<i>8/2/2019 at 2:00 PM</i>
<i>Oral Interviews:</i>	<i>8/21/2019</i>
<i>Tentative Award Date:</i>	<i>8/22/2019</i>

LEGAL NOTICE
REQUEST FOR PROPOSALS

Architectural, Design and Related Engineering Services for Conceptual Design Options for Farmington High School

Proposals will be accepted at the BOE Office, Farmington Town Hall, 1 Monteith Drive, Farmington, CT 06032 until 2:00 PM Eastern Daylight Time on August 2, 2019. Instructions to bidders may be obtained at www.fpsct.org. Links: Department>Business Services>Facilities & Operations > RFP/Bid Opportunities

The Farmington High School (FHS) Building Committee intends to utilize firms selected from this Request for Proposal for the preparation of three conceptual design options for conceptual and comprehensive solutions at Farmington High School to complete the conceptual options phase of the Farmington High School Building Committee's charge. The options provided by the selected firm will be priced by an independent Owner's Representative, and presented to the Town Council, or any other committee as requested by the FHS Building Committee. The successful firm must have demonstrated extensive experience in all facets of architectural design for K-12 educational facilities, including experience in school design projects involving both new construction, renovation and extension projects. Successful experience with the State of Connecticut School Construction Grant Process is also required.

Qualified firms are required to submit their Proposal in accordance with the solicitation package requirements. The firm must meet all municipal, state and federal affirmative action and equal employment opportunity practices. **One Original, fifteen (15) copies of the proposal, and one electronic copy (Adobe PDF) must be submitted**

After review of all qualifications, including fee proposals, the Farmington High School Building Committee reserves the right to reject any or all proposals, or any part thereof, or waive defects in same, or accept any proposal deemed to be in the best interest of the Town of Farmington and Farmington Public Schools.

A mandatory walkthrough is scheduled for at the visitor entrance of Farmington High School, 10 Monteith Drive, Farmington, CT 06032 on July 19, 2019 at _____. A walkthrough of Westwoods Golf Course will occur immediately following the high school walkthrough. The selected architects will enter into a contract with the Building Committee. All questions or comments regarding this solicitation package must be submitted to the office of the Director of School Facilities via email at harrist@fpsct.org

PROJECT INFORMATION

I. Background

Farmington High School was constructed in 1928 and has undergone several renovations and additions over the past 88 years. The last major expansion was completed in 2003. A Farmington High School Building committee was established in January 2016 and evaluated six conceptual options before selecting “D-1” to present to voters at a June 2017 referendum. The D-1 Option consisted of 86% new construction and 14% renovation of the existing building to meeting the Statement of Needs. This proposal was defeated 2:1 at the referendum.

The Town Council started a renewed effort to address the needs of the FHS Facility in May 2018 and appointed the FHS Community Survey Ad Hoc Committee and the FHS Facility and Financial Ad Hoc Committee. The Committee completed their respective charges in January 2019 and presented findings and recommendations to the Town Council and Board of Education. The survey indicated that the public understood the need for a comprehensive solution to the FHS facility.

The Farmington Town Council approved a new Statement of needs as recommended by the Board of Education on February 13, 2019. This document outlines the needs of the FHS Facility including accreditation and accessibility, security compliance, sprawling layout, educational programming, building envelope code compliance (MEP), and energy efficiency.

The Town Council recently approved a multi-phased charge for the FHS Building Committee. During the conceptual options phase, the Committee is expected to engage multiple firms to receive initial design concepts for conceptual solutions that address the Statement of Needs. Architects will provide options for the following:

1. Maintaining the current facility;
2. Renovation in the existing footprint **including options for demolition or expansion of space;** and
3. A new building option on the existing site or other locations.

These options will be priced by an Owner’s Representative. Upon completion, a presentation of the options, pricing, and pros and cons of each option will be provided and presented to Town Council.

II. Scope of Services

Architect Services will include, but may not necessarily be limited to the following:

1. Use the Statement of Needs to develop conceptual design concepts for the following:
 - a. Maintain the current facility
 - b. Renovation in the exiting footprint, and
 - c. A new building option on the existing site or other locations.
2. Collaborate with the FHS Building Committee’s selected Owner’s Representative to provide adequate information and design concepts to enable them to accurately provide a total project cost for each of the options, including any anticipated State reimbursement or other grant funding.
3. Participate in visioning work sessions, public information meetings, FHS Building Committee Meetings, Town Council meetings, and other committee meetings as requested.

These objectives are an example of the items that shall be addressed but are in no way limited in scope to these alone. The selected design firm shall review the entire school in its current state and use and provide comprehensive conceptual design solutions to address all issues that affect the school’s daily functions. It is imperative that the selected design team understands that they need to meet with

school, town officials and staff to gain insight into the use and operation of the building as the design is developed to provide complete and thorough solutions.

Architect firms responding to this RFP should be aware that the anticipated contract award is only for Part I of the building committee's charge. It is anticipated that the committee will contract with an architect for subsequent phases and reserves the right to solicit proposals for architectural design services during any phase of the project

III. Guidelines

The Building Committee has prepared guidelines for each of the requested conceptual options.

A. Maintain the Current Facility

At a minimum, this conceptual design must address the following: code compliance issues, accessibility issues, address HVAC and mechanical issues, address the auditorium, and ensure all issues outlined in the [NEASC](#) and [OCR](#) reports are addressed, and meet the [safety/security requirements](#).

B. Renovation in the Existing Footprint

The architects have the creative liberty to develop a conceptual design solution that is a comprehensive solution to address the needs of the facility, as outlined in the Statement of Needs and fall within a category of "Renovate as New" or Renovate as Needed"

C. New Building Option on the existing site or other locations.

Architects can create a conceptual design solution for a new building on either the existing site or another location in the Town of Farmington.

On the Existing Site: Architects may consider the entire municipal campus with the understanding that if the Town Hall or Library were to be removed the cost of reproducing them at their current level or better needs to be included in the proposal and that the Staples House would have to be moved and not demolished.

Other Location: The site evaluation subcommittee has determined that architects may consider the unrestricted portion of the Westwoods Golf Course, indicated in red on Attachment A and attached A2 Survey as a suitable location for a proposed high school building, associated parking or athletic facilities. It is possible that associated recreation fields could be built on the adjacent restricted land, however, this would require consulting with the State and possibly the National Park Service. One option to consider in regard to the Westwoods property for a future High School site is to request that additional land be released from the open space dedication agreement as was done in 1998 for the 15.55 acres cited above. The release process involves an exchange of land with an appraised value equal to or greater than the portion of the Westwoods property to be released. In exchange, the new property would then be restricted to use for outdoor public recreation and conservation. This release and exchange would require both the approval of the Connecticut DEEP and the National Park Service.

The site evaluation committee has determined this is a suitable location due to the size of the land available, infrastructure already exists, and there would be no disruption to students during construction, however, architects should be aware of potential restrictions.

IV. Proposal / Qualification Submission Requirements

A. General Information and Proposed Staff – 14 Pages Maximum

- Letter of Introduction
- Resumes/Qualifications of the Architectural firm's principal in charge, Project Manager, Project Architect, Interior Designer, Principals for MEP Engineering, Structural Engineer, Acoustical Engineer, Cost Estimator, Civil Engineer, and Landscape Architect and any key personnel to be assigned to the project. Discuss the experience of these persons, including years of experience in current positions and other relevant positions, municipalities served, and their roles in those projects and relative experience to this project. Include what portion of this contract would be assigned to each person and/or firm.

B. Technical Approach – 5 Pages Maximum

Describe your understanding of the school construction project process including:

- Development of three initial conceptual designs, per the conceptual options phase of the Building Committee Charge
- Development and refinement of initial schematic designs
- Delivery of schematic designs and cost estimates sufficient to support a bonding referendum
- Development of State of Connecticut School Construction Grant packages
- Detailed design phase
- Bidding and delivery method
- Construction phase(s)
- Final delivery of schematic design and cost estimate
- Educational Specification experience

C. Relevant Experience and References 10 Pages Maximum

Describe recent relevant experience including experience related to:

- Be a registered architectural firm with the State of Connecticut
- Have completed at least two (2) Connecticut High School facility projects with a construction cost of \$50-\$100 Million or more in the past ten (10) years.
- Have at least two (2) LEED accredited professionals on the design team (can include consultants)
- Recent experience within the past two (2) years with the Connecticut Office of School Construction (formerly Bureau of School Facilities)
- Understanding of the State of Connecticut School grant/construction process
- Experience with LEED or similar type of energy efficient design strategies.
- Approach to preparing budget estimates and schedules
- Provide references for at least five (5) additional similar projects
- Relevant projects and a list of high school and facility study experience of the assigned team

D. Fee – 2 Pages Maximum

Provide a detailed Fee Proposal and scope of services for the completion of conceptual options phase of the FHS Building Committee charge.

The detailed fee proposal shall provide sufficient information as to all design disciplines that are included with the associated fee, such as but not limited to civil, structural, acoustical, mechanical, electrical, plumbing, food service, etc. Hourly labor rates and estimated hours shall also be provided as backup to the proposed fee and will be used for additional services that may be requested. Provide a statement of projected reimbursable expenses and any proposed mark-up on the expenses.

V. Evaluation Criteria

A. General Information and Proposed Staff

- Past Experience of Principal and Project Manager with similar scope of services
- Past Experience of project team with similar scope of services
- Years staff has been assigned to similar scope of services
- Availability and continuity of staff during the course of the agreement, if selected
- Corporate history, including the length of time in business, experience with school construction, renovation and alteration projects, specific strengths in the industry, business philosophy and description of the organizational structure of the firm, a description of the organizational structure for the management and operation of the services requested and/or provision of the items referred to in the RFP, including an organizational chart denoting all positions and number of personnel in each position.
- Provide a Financial Report as to the financial condition of the firm and the ability to perform all obligations of any resultant contract. The sufficiency and the financial resources and the ability of the Responder to comply with the duties and responsibilities as described in this RFP. Each Responder shall provide a current annual financial report and the previous year's report and a statement regarding any recent or foreseeable mergers or acquisitions
- Listing of any lawsuits in the past ten (10) years as a result of work performed in which the Responder has been a defendant and the outcome of each suit
- Provide original construction estimates, bid results and final project costs of each project listed as relevant experience in the proposal

B. Understanding of the Issues

- Demonstrated understanding of the overall project goal(s) and issues of the project
- Clear discussions of possible solutions
- Identification of critical issues that could affect a successful outcome

C. Technical Approach

- Discussion of the school project process, well organized and presented in a clear, concise and logical manner

D. Relevant Experience

- Experience in designing high schools and/or high school renovation/addition projects
- Recent experience in the State of Connecticut School Construction Grant process and describe your success and failures that you encountered
- Experience in providing schematic design and estimating services to support a referendum on similar projects.

E. Recent Projects and References

- References that provide a high level of confidence in the firm's ability to perform
- Provide a list of similar type projects that the firm has undertaken within the past 10 years and project owner contact information. At least two of the major projects have to be from other local municipalities/agencies with project similar in size and scope. Each project listed shall have the names, addresses, telephone numbers, email addresses for each project listed

VI. Selection Process

A. Initial Evaluation

The Farmington High School Building Committee will evaluate the proposals and establish a shortlist of finalists

B. Interviews

The Farmington High School Building Committee will choose finalists to interview. Firms selected for an interview should allow approximately forty-five minutes for the oral interview and a question and answer session

VI. General Conditions

- A. The Farmington High School Building Committee reserves the right to accept or reject any or all proposals
- B. The Farmington High School Building Committee shall be under no obligation to accept a proposal if it is deemed to be in the best interest of Farmington Public Schools and the Town of Farmington not to do so. The Farmington Board of Education and the Town of Farmington are not responsible for any costs incurred by any Responder in connection with this RFP. The expenses incurred by any Responder in the preparation, submission and presentation of their proposal are the sole responsibility of the Responder and shall not be charged to the Board of Education, the Town of Farmington or the Building Committee
- C. The Architect(s) and/or Engineer(s) shall be required to carry the following insurance, written by a company licensed to provide insurance in the State of Connecticut, with respect to services they perform for the duration of any contract to be let as a result of this process:
 - a. Workers Compensation with limits as required by Connecticut General Statutes
 - b. General Liability Insurance, including the Board of Education and the Town of Farmington as additional insured with limits of \$1,000,000 each occurrence and in the aggregate for property damage
 - c. Automobile Liability Insurance, including the Town as an additional insured, covering the operations of all operations motor vehicles owned, leased, hired, or used by the Architect in the furtherance of this Agreement with limits of \$1,000,000 each person, \$1,000,000 each occurrence for bodily injury, and \$1,000,000 each occurrence for property damage
 - d. Professional liability insurance for protection against claims arising out of the negligent performance of services as Architect or caused by any errors or omissions of the insured in the amount of \$5,000,000.
 - e. The Architect shall furnish, prior to commencement of work under this agreement, Certificates of insurance evidencing workers' compensation, general, automobile, and professional liability coverage with the required limits.
 - f. In addition, both parties to any contract to be let as a result of this process

will be required to agree mutually to waive any rights which each may have against the other with respect to subrogation under any policy insurance relating to the services or work provided under any such agreement.

- g. Save Harmless. As part of entering into any contract which may be let as a result of this process, the Architect for itself and its successors will be required to covenant and agree with the Town to indemnify and save harmless said Town from any and all action, causes of action, judgments, legal fees, claims and demands whatsoever, which may at any time be instituted, made, tendered or recovered against the Town to the extent caused by the Architect's negligence in the performance of the Architectural services performed pursuant to any such agreement.
 - h. The Building Committee, Board of Education and the Town of Farmington have the right to use any or all ideas, plans, specifications and estimates presented in this RFP.
- C. The Farmington Board of Education will not make employment decisions (including decisions related to hiring, assignment, compensation, promotion, demotion, disciplinary action and termination) on the basis of race, color, religion, age, sex, marital status, sexual orientation, national origin, ancestry, disability, pregnancy, genetic information, or gender identity or expression, except in the case of a bona fide occupational qualification. Questions concerning Title VI or Title IX compliance should be directed to: Kim Wynne, 1 Monteith Drive, Farmington, CT 06032 860-673-8270. Questions concerning Section 504 compliance should be directed to: Dr. Laurie Singer, 2 School Street, Farmington, CT 06032 860-677-1791.
- E. Proposals submitted by Facsimile (FAX) and/or emailed will not be accepted.