

Agenda
Farmington High School Building Committee Meeting
Wednesday, September 18, 2019
Farmington High School Library
7:00 PM

- A. Call to Order.
- B. Pledge of Allegiance.
- C. Public Comment.
- D. Minutes.
 - 1) To approve the attached September 3, 2019 minutes.
 - 2) To approve the attached September 4, 2019 minutes.
- E. Correspondence.
- F. Presentations- None.
- G. Reports/Updates.
 - 1) Chair Report.
 - 2) Owner's Representative.
 - 3) Professional Partnership Subcommittee.
 - 4) Site Evaluation Subcommittee.
 - 5) Communications Subcommittee.
 - 6) Financial Report.
 - 7) Town Council Liaisons.
- H. To approve the attached Statement of Needs one pager.
- I. Executive Session: Review and Discussion of RFP Responses for Architectural Services in accordance with Conn. Gen. Stat. §§1-200(6) and 1-210(b) (24).
- J. To authorize the Town Manager and Professional Partnership Subcommittee to negotiate and sign a contract with the selected Architect firms for the conceptual options phase of the FHS building project.
- K. Adjournment.

cc: Committee Members
Paula Ray, Town Clerk
Interested Parties

MOTION:

Agenda Item D-1

To approve the attached September 3, 2019 minutes.

/Attachment

Minutes are considered DRAFT until approved at next meeting.

Minutes
Farmington High School Building Committee
Special Meeting
Tuesday, September 3, 2019
Farmington High School Library
5:00 P.M.

Attendees:

Meg Guerrera, Chair
Sharon Mazzochi
Ellen Siuta
Johnny Carrier
Chris Fagan
Michael Smith
Garth Meehan
Kathy Blonski, Town Manager
Kat Krajewski, Assistant Town Manager
Kathy Greider, Superintendent
Tim Harris, Director of School Facilities
Alicia Bowman, Asst. Superintendent of Finance and Operations
Scott Hurwitz, Farmington High School Principal
Beth Kintner, Town Council Liaison
Paul Cianci, Town Council Liaison
Mark Garilli, Construction Solutions Group
Chris Cykley, Construction Solutions Group

A. Call to Order.

The meeting was called to order at 5:05 P.M.

B. Pledge of Allegiance.

The committee members and audience recited the Pledge of Allegiance.

C. Public Comment.

None.

D. Correspondence.

None.

E. Minutes.

1) To approve the attached August 21, 2019 minutes.

Upon a motion made and seconded (Carrier/Mazzochi) it was unanimously VOTED: to approve the August 21, 2019 minutes.

F. Presentations

None.

Minutes are considered DRAFT until approved at next meeting.

G. Reports.

Meg Guerrera informed the committee that due to the interviews and in the interest of time, subcommittee reports will be waived for this meeting. She provided a few updates to the committee:

- 1) JCJ Architecture withdrew from consideration due to their understanding of the process.
- 2) As a result, two firms will be interviewed tonight. Members of the committee were assigned a question to ask each firm.

Michael Smith wanted to be certain about the conversation between JCJ and the committee. Chris Cykley reviewed the discussion he had with JCJ. In this discussion, the firm stated that there were several factors that led to their decision to withdraw including the selection process, the competition aspect, the selection of multiple architects, and their current workload.

Paul Cianci disclosed that there is a project in another town that is coming back to life as of last week (after the last meeting). The architect on the job is Kaestle Boos Associates and this project is moving in the direction of a signed contract. Paul explained that it is a small job. The committee did not feel there was a conflict.

H. Interview firms for Architectural Services.

The following firms made presentations and answered questions from the committee regarding Architectural Services.

5:10-6:10 p.m. – Antinozzi Associates

6:15-7:15 p.m. – Kaestle Boos Associates

I. Adjournment.

Upon a motion made and seconded (Siuta/Mazzochi) it was unanimously VOTED: to adjourn at 7:14 P.M.

Respectfully Submitted,

Devon Aldave
FHS Building Committee Intern

MOTION:

Agenda Item D-2

To approve the attached September 4, 2019 minutes.

/Attachment

Minutes are considered DRAFT until approved at next meeting.

Minutes
Farmington High School Building Committee Meeting
Wednesday, September 4, 2019
Farmington High School Library
5:00 P.M.

Attendees:

Meg Guerrera, Chair
Michael Smith
Johnny Carrier
Ellen Siuta
Sharon Mazzochi
Garth Meehan
Paul Cianci, Town Council Liaison
Beth Kintner, Town Council Liaison
Tim Harris, Director of School Facilities
Kathy Greider, Superintendent
Alicia Bowman, Asst. Superintendent of Finance and Operations
Scott Hurwitz, FHS Principal
Kathy Blonski, Town Manager
Kat Krajewski, Assistant Town Manager
Devon Aldave, FHS Building Committee Intern
Chris Cykley, Construction Solutions Group

Absent:

Chris Fagan (excused)

A. Call to Order.

The meeting was called to order at 5:17 P.M.

B. Pledge of Allegiance.

The committee members and audience recited the Pledge of Allegiance.

C. Correspondence.

None.

D. Presentations

None.

E. Reports.

Meg Guerrera informed the committee that due to the interviews and in the interest of time, subcommittee reports will be waived for this meeting.

F. Interview firms for Architectural Services.

The following firms made presentations and answered questions from the committee regarding Architectural Services.

Minutes are considered DRAFT until approved at next meeting.

5:10 – 6:10 p.m. – Quisenberry Arcari Malik Architecture

6:15 – 7:15 p.m. – TSKP Studio

G. Public Comment.

Jean Baron, 22 Basswood Road, thanked the committee for their hard work. She stated that it is important for the building committee to consider the history of referendums in Farmington while taking on this project. Jean felt that the previous committee was not united when coming forth with decisions, which hurt support among town residents. She stressed that the committee should be united and confident when deciding on architectural firms and designs.

Marcus Fairbrother, 12 Candlewood Lane, was most impressed with Antinozzi Associates, Kaestle Boos Associates, and TSKP Studio and feels that the committee should select two of these three firms. He pointed out that TSKP was the only firm to answer Question #4 with an example.

H. Executive Session: Review and Discussion of RFP Resp for Architectural Services in accordance with Conn. Gen. Stat. §§1-200(6) and 1-210(b) (24).

Upon a motion made and seconded (Meehan/Siuta) it was unanimously VOTED: to move executive session at 7:35 P.M.

The committee returned to open session at 10:44 P.M.

Upon return to open session, the committee had consensus to take action on two items:

To select QA+M (\$62,000 for conceptual design phase) and TSKP (\$170,000 for conceptual design phase) as finalists for Architectural Services contingent on: (1) Town Council appropriation of funds at the September 10th meeting; and (2) a due diligence reference and background check.

Upon a motion made and seconded (Carrier/Mazzochi) it was unanimously VOTED: To select QA+M and TSKP as finalists for Architectural Services contingent on: (1) Town Council appropriation of funds at the September 10th meeting; and (2) a due diligence reference and background check.

To authorize the Site Evaluation Subcommittee to determine whether or not to keep Option #4 (Westwoods Golf Course) in the scope of services for the conceptual design phase, contingent on an upcoming meeting with the State of CT.

Upon a motion made and seconded (Carrier/Mazzochi) it was unanimously VOTED: to authorize Site Evaluation Subcommittee to determine whether or not to keep Option #4 (Westwoods Golf Course) in the scope of services for the conceptual design phase, contingent on an upcoming meeting with the State of CT.

Minutes are considered DRAFT until approved at next meeting.

I. Adjournment.

Upon a motion made and seconded (Mazzochi/Carrier) it was unanimously VOTED: to adjourn at 10:46 P.M.

Respectfully Submitted,

Devon Aldave
FHS Building Committee Intern

Agenda Items G1-G5

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 September 18th 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>

/Attachments

FHS Building Committee Project Check-In: September 18, 2019

Conceptual Options Phase

Evaluate conceptual design options from multiple architects to provide Town Council with the information they need to set the net municipal project cost range and overall project scope.

- ✓ Establish FHSBC and Sub-Committees
- ✓ Begin Communications Planning
- ✓ Complete Site Analysis
- ✓ Select firm for Owner's Representative Services (RFP & Interviews)
- Select firms for Architect Services (RFP, Interviews, Contract)
- Create Conceptual Design Options (Maintain/Renovate/New)
- Review and Analyze Conceptual Design Options
- Present Conceptual Design Options to Town Council

Town Council sets net municipal project cost range and overall project scope

Preliminary Design Phase

Design a comprehensive solution to address the BOE Statement of Needs that falls within the net municipal project cost range and overall project scope set by Town Council

- Select Project Architect
- Schematic Design Creation
- Schematic Design Review and Analysis
- Schematic Design and Budget Presented to Town Council
- Schematic Design and Budget Approved by Town Council

Town Meeting/Referendum

We are here

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

Farmington High School Building Committee
 Financial Report- September 13, 2019

Starting Balance 2018 **\$266,007.00**

Expenses from Ad Hoc Committees:

Amount	Description	
\$17,000	Community Survey	Contract

Expenses from this FHS Building Committee:

Amount	Description	
\$33.75	2 year website Domain- fhsbuildingproject.org	P-Card
\$27.90	2 year website Domain- fhsbuildingproject.com	P-Card
\$27.90	2 year website Domian- fhsbuildingproject.net	P-Card
\$432.00	wix website hosting	P-Card
-\$432.00	wix credit	Credit
\$369.66	hartford courant legal notice for Architect RFP	cu00254321
\$1,993.00	FHS Building Committee Intern (Summer Work)	

Total Expense: **\$2,452.21**

Account Balance **\$249,007.00**

Encumbered Funds

Owners' Rep	\$89,109.00	Agreement signed 9/13- anticipating invoices to start soon
PT Help-- For Committee	\$14,850.00	invoice coming mid September
Square Space website hosting	\$218.16	has not hit credit card statement yet
Total	\$104,177.16	

Account Balance - Encumbered Funds **\$144,829.84**

Appropriation from Town Council	\$199,000.00	approved at 9/10/19 Town Council Meeting
Transfer from Town Council	\$256,000.00	approved at 9/10/19 Town Council Meeting

Total On Hand: **\$599,829.84**






MOTION:

Agenda Item H

To approve the attached Statement of Needs one pager.

/Attachment

Farmington High School Facility - Summary of Needs

External Requirements	
<p>ACCREDITATION AND ACCESSIBILITY</p> 	<p>High School Accreditation: The New England Association of Schools and Colleges has placed FHS on “warning” status for “serious facilities deficiencies, including ADA access, heating and ventilation problems, leaky roof, inadequate science, cafeteria, auditorium, and library and media facilities, and other facilities issues that limit educational opportunities for students.” Although FHS met and exceeded expectations in six (6) NEASC accreditation standards, it was placed on “warning” status for standard seven (7) – “Community Resources for Learning.”</p> <p>ADA Compliance: FHS must adhere to an Office of Civil Rights (OCR) report indicating multiple areas of the school that do not meet Americans with Disabilities (ADA) Act requirements. Examples include music spaces, media center, gymnasium, some classrooms, bathrooms, weight room, auditorium, stage, orchestra pit, 2nd/3rd floors of 1928 building, outdoor athletic facilities, culinary spaces, and various spaces throughout the building.</p>
Challenges and Needs	
<p>SECURITY COMPLIANCE</p> 	<p><i>There have been seven (7) additions / renovations to FHS when heightened security expectations were not a consideration.</i></p> <ul style="list-style-type: none"> ✓ 23 separate entry points, sightline issues, lack of private/public separation, inadequate lighting (interior and exterior, difficult building orientation even with signage) ✓ Current parking lot configuration does not provide for clear pedestrian traffic pathways which is a safety concern
<p>SPRAWLING LAYOUT</p> 	<p><i>FHS is a large, mostly one floor inefficient facility with too many long and narrow hallways.</i></p> <ul style="list-style-type: none"> ✓ Built in 1928 with renovations/additions in 1952, 1964, 1969, 1974, 1978, 1996, and 2003 ✓ Hallway overcrowding and lengthy passing time for students to get to classes on time ✓ 30% of the square footage is used for hallways instead of instructional space ✓ Sprawling building is associated with increased energy costs
<p>EDUCATIONAL PROGRAMMING</p> 	<p><i>FHS is reaching its limits for providing 21st Century programming and learning spaces that prepare today's learners for the future.</i></p> <ul style="list-style-type: none"> ✓ Inadequate classroom space to accommodate all programmatic offerings and active vs. passive learning ✓ Overcrowded study halls ✓ Undersized library at capacity every period of the school day ✓ Inadequate space for robotics, special education, science labs and performance spaces ✓ Lack of collaborative work spaces that reflect the way students learn in today's educational setting ✓ Auditorium and cafeteria are undersized for the population, impacting scheduling, educational programming, and state and federal requirements for food services. <p><i>Education today requires:</i></p> <ul style="list-style-type: none"> ✓ Open, flexible spaces to promote independence, collaborative spaces to mirror real world work environments, public spaces to showcase learning and display work, and quiet places for reflection ✓ Technology and imagination rich environments to foster a maker mindset
<p>BUILDING ENVELOPE CODE COMPLIANCE (MEP) ENERGY EFFICIENCY</p> 	<p><i>FHS is currently an inefficient building from an energy standpoint and also has code compliance issues.</i></p> <ul style="list-style-type: none"> ✓ An inefficient building envelope impacts energy costs and efficiencies (insulation, façade, windows-except for 900 wing) ✓ Mechanical, electrical, plumbing, fire alarm and building-protection systems are out-of-date and not in code compliance ✓ A “Green Design” (new or renovated MEP systems) could save 35-45% of annual costs per year depending upon design

MOTION:

Agenda Item I

Executive Session: To review and discuss RFP Responses for Architectural Services.

To adjourn the meeting to executive session as permitted by Connecticut General Statutes Section 1-200(6) and 1-210(b)(24).

Responses to any request for proposals or bid solicitation issued by a public agency or any record or file made by a public agency in connection with the contract award process, until such contract is executed or negotiations for the award of such contract have ended, whichever occurs earlier, provided the chief executive officer of such public agency certifies that the public interest in the disclosure of such responses, record or file is outweighed by the public interest in the confidentiality of such responses, record or file;

That attendance in the Executive Session shall be limited to:

Voting and Non-Voting Members of the Farmington High School Building Committee and representatives from Construction Solutions Group.

NOTE: Approval of this motion shall be by 2/3 vote.