

Minutes are considered "Draft" until approved at next meeting

Minutes
Farmington High School Renovation Committee
Wednesday, March 16, 2016

Present:

William Wadsworth
Johnny Carrier
Jean Baron
Hilary Donald
Mecheal Hamilton
Dan Kleinman
Justin Bernier

Kathy Greider, Superintendent
Russ Arnold, Dir. of Public Works
Bill Silva, High School Principal
Tim Harris, Dir. of School Facilities
Kathryn Howroyd, Clerk of the Committee

Absent:

Kathy Eagen, Town Manager
Vincent La Fontan, School Business Manager
Meredith Trimble, Town Council Liaison

A. Call to Order.

The chair called the meeting to order at 4:31 p.m.

B. Public Comment.

Rusty Malik, of 15 Coppermine Road, expressed that it is important the selected firm has experience in providing educational specifications. He believes this qualification should be included in the RFP.

C. Minutes.

- 1) **To approve the attached February 24, 2016 minutes.**
Upon a motion made and seconded (Baron/Donald) it was unanimously VOTED: to approve the February 24, 2016 minutes.

D. To approve the RFP.

The Committee had general discussion regarding the draft RFP. In summary, the committee requested the following amendments to the RFP document:

- Add page numbers to the entire document
- Adjust the project timeline
- Legal Notice
 - Add school address, 10 Monteith Drive, to the last paragraph.
- Section II (Objectives):
 - Add #20 "Include development of Educational Specifications as required by the State of Connecticut for all phases of the project."

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- Section III (Proposal/Qualification Submission Requirements)
 - Add educational specification experience as a bullet point under (C) Technical Approach.
 - Change the requirement from five (5) years to ten (10) years in the second bullet point under (D) Relevant Experience and References.
 - Eliminate the bullet point that reads "Have professional liability of at least \$5,000,000" under (D) Relevant Experience and References.
 - Eliminate the sentence "Projects must have been completed by the prime firm, not just by a firm principal" in (D) Relevant Experience and References.
 - Revise language to provide a lump sum fee with a detailed description of what should be included in the fee in section (F) Fee.
- Section IV (Evaluation Criteria)
 - Eliminate the bullet point "Reasonableness of proposed rates and fees" in (A) General Information and Proposed Staff.
 - Change the listing of lawsuits from the past five (5) years to the past ten (10) years in (A) General Information and Proposed Staff.
 - Add a bullet point with the following language, "provide original construction estimates, bid results and final project costs of each project listed as relevant experience in the proposal" under (A) General Information and Proposed Staff.
 - Change the number of required projects from three (3) to two (2) under (E) Recent Projects and References.
- Section VI (General Conditions)
 - Include languages requiring insurance policies to be written by a company licensed to work in the State of Connecticut under section E.
 - Replace "engineer" with "architect" throughout section E.
 - Revise Section H to read "The Building Committee, Board of Education and Town of Farmington have the right to use any or all ideas, plans, specifications and estimates presented in this RFP.

Russ Arnold, Director of Public Works, will implement all proposed amendments to the RFP and email a revised version to the Committee. Committee members will have until a specified date and time to reply with final comments before the RFP is released to the public next week.

Upon a motion made and seconded (Kleinman, Carrier) it was unanimously VOTED to accept the RFP as amended and proceed with the formal RFP process.

E. Other Business.

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The meeting scheduled for March 23, 2016 has been cancelled. The next FHS Renovation Committee meeting is scheduled for April 6, 2016.

Johnny Carrier requested a walkthrough of FHS for a mechanical/structural review. Board of Education staff will coordinate a date and time for Committee members to attend.

It is anticipated that the enrollment survey will be presented to the Board of Education at their next scheduled meeting on April 5, 2016. Copies of the report will be provided to the Committee at the April 6, 2016 meeting.

Chairman Wadsworth called attention to correspondence from Beatrice Stockwell dated June 3, 2015. The letter is recorded with these minutes (see attached).

F. Adjournment.

Upon a motion made and seconded (Carrier, Kleinman) the meeting adjourned at 5:37 p.m.

Respectfully Submitted,

Kathryn Howroyd
Clerk of the Committee

June 3, 2015

Bill Wadsworth

To: Superintendent of Schools
Farmington Board of Education
Town Manager
Town Council

From: Beatrice C. Stockwell

It is exciting that Farmington plans to renovate and update Farmington High School. I drive by it everyday and have been thinking about it for months. May I share my ideas? The citizens built the High School on a high hill, extolling their respect for education. The beautiful brick facade with the imposing door states where the entrance should be... right at the top of the hill, facing the river. It is three stories high; they did not waste precious land; they built upward. That's what we should do, too:

- Make the front door the main door
- Close off other doors, making them exits only
- As you look at the high school from Rt. 4 update the auditorium on the left, improving accessibility etc.
- As you look from Rt. 4 to the right, build a three story brick addition connected to the original building, eliminating the circle
- Put the cafeteria on the bottom floor, along the ridge of the hill, with classrooms above on the upper 2 stories

- Eliminate the 1960's wings, which are one story and flat. Incorporate them into the brick 3 story addition.
- Route the cars around the back of the school rather than in front
- Have the land directly in front of the school leading to the front door, landscaped and with a prominent path, so there is no question where to go to enter
- Use trailers for students while this is going on, in terms of construction
- Do not build out on more land; instead, use the land for playing fields for boys and girls equally.
- Having one prominent entrance with offices just inside will improve safety
- Having other doors as exits only will also improve safety
- Following this logic, we should provide three times as many classrooms as was previously available on the same site
- This should be more cost effective and provide for future growth.

Thank you.