

Meeting Minutes
Farmington High School Building Committee Meeting
Wednesday, May 27, 2020
Online- Web Conference
6:30 PM

Attendees:

Meg Guerrera, Chair
Ellen Siuta
Sharon Mazzochi
Michael Smith
Johnny Carrier
Chris Fagan
Beth Kintner
Kathy Greider, Superintendent
Tim Harris, Director of School Facilities
Scott Hurwitz, FHS Principal
Lisa Kapcinski, FHS Assistant Principal
Devon Aldave, Clerk of the Committee
Mark Garilli, Construction Solutions Group
Michael Scott, TSKP Studio
Ryszard Szczypek, TSKP Studio

A. Call to Order.

The meeting was called to order at 6:30 P.M.

B. Pledge of Allegiance.

The committee members recited the Pledge of Allegiance.

C. Public Comment.

None.

D. Minutes.

1) To approve the attached May 13, 2020 minutes.

Upon a motion made and seconded (Smith/Mazzochi) it was unanimously VOTED: to approve the May 13, 2020 minutes.

E. Correspondence.

1) Correspondence Received 5/12/2020 – 5/25/2020

Meg Guerrera reviewed the correspondence received.

F. Reports.

1) Chair Report.

Meg Guerrera gave the Chair Report. Her presentation is recorded with these minutes as Attachment A.

Michael Smith asked if there is value in having conversations with our State legislative delegation to question whether there will be an interim grant approval process in 2021 because we are likely not the

only Town to have put a project on hold. Meg Guerrera stated that keeping our representatives updated is beneficial to the committee and representatives. Meg stated that she received communications from Representative Mike Demicco and will connect with him. Mark Garilli stated that CSG has asked the State if any exceptions will be made due to the pandemic and they responded saying that they are not planning to alter the process or have an interim process. The State expects to keep the June 30th grant application deadline because other Towns have already submitted applications.

2) Communications Subcommittee Report.

Kathy Greider reported that the subcommittee has not met since the last FHS Building Committee meeting. She stated that the subcommittee will continue to update the community through the website, social media accounts, and newsletters.

3) Neighborhood Communications Subcommittee Report.

Sharon Mazzochi reported that there has been no Neighborhood Engagement Communications Subcommittee activity since the Neighborhood Engagement meeting. She stated that the subcommittee will continue to involve neighbors in the planning process.

4) Board of Education Liaison Report.

Beth Kintner reported that Ellen Siuta has been updating the Board of Education at each of their meetings and that the Board is up to speed regarding the pause of the project. At their last meeting, TSKP Studio presented about the design and the Board voted to approve Ed Specs for FHS and Central Office.

5) Town Council Liaison Report.

Chris Fagan stated that the Council met last night and there was no substantive discussion regarding the FHS Building Project. Chris stated that the Council remains committed to this project and recognizes its importance to the community. He stated that these are challenging and uncertain times but stated that this pause should not be construed as any type of lack of commitment to the project.

6) Architect Report.

Ryszard Szczypek and Michael Scott gave the Architect Report. Their presentation is recorded with these minutes as Attachment B. This presentation is a summary of the draft Schematic Design.

Meg Guerrera stated that this presentation will be included on the "landing page" that is being created for the committee website for the community to read and review.

Michael Smith asked why some sets of classrooms had glass walls while others had solid walls in the renderings. Ryszard Szczypek stated that some of the renderings were created at different points in time, meaning some of them are not completely in sync. Ryszard stated that TSKP Studio can include more language in the captions stating the glass may not extend as much as is illustrated in these renderings. Michael Scott reiterated that the glass and materials can be discussed in the working group and delineated in the next phase.

Michael Smith asked Scott Hurwitz if he feels it would be valuable to engage the school faculty and staff regarding this issue. Scott Hurwitz stated that TSKP Studio held several meetings with school faculty where design elements were discussed and the glass vs. solid classroom wall issue was not brought up. However, he said that this is something that can be discussed in a future meeting with faculty.

Michael Smith asked if this glass ceiling to floor was used in Guilford. Ryszard stated that TSKP Studio has used this in guidance and school administration areas to take advantage of daylight. However, he stated they have not used this for classrooms. Ryszard agreed with Michael Smith and Scott Hurwitz that this should be discussed in the future with educators.

Meg Guerrera asked that the committee review the documents sent by TSKP Studio between now and the June 10, 2020 meeting, as a discussion of the documents will be included on the next agenda.

7) Owner's Representative Report.

Mark Garilli stated that he will be discussing the revised 2020 FHS Building Committee meeting schedule as part of New Business.

G. New Business.

1) To approve the revised 2020 FHS Building Committee meeting schedule.

Mark Garilli presented the proposed committee schedule moving forward. The schedule is recorded with these minutes as Attachment C.

Mark explained that this document is subject to change and will be updated continually. He was hopeful that the committee will have more information during the final quarter of 2020 and may be able to move forward with construction documents and other planning in late 2020 or early 2021. He stated that the Town can still hold a referendum in 2021 prior to the submission of the grant application to the State.

Mark stated that the committee will hold meetings once a month, on the day following the first Town Council meeting of the month. He

stated that there will be standard agenda items where liaisons will update the committee. If there are no updates, it may make sense to cancel a meeting. The Communications Subcommittee will also meet monthly, on the mornings following FHS Building Committee meetings.

Ellen Siuta liked the idea of holding the FHS Building Committee meetings on the day following the first Council meeting of the month. She did state that Town Council meetings have been cancelled during the summer months in previous years, so that is something to look out for.

Meg Guerrera stated that the committee will discuss what the standard agenda items should include. So far, the committee has discussed a Town Council Liaison update, Board of Education Liaison update, Subcommittee Reports, State/Legislative updates, and industry updates from our professional partners.

Upon a motion made and seconded (Mazzochi/Carrier) it was unanimously VOTED: to approve the revised 2020 FHS Building Committee schedule.

2) To approve the attached invoice from Construction Solutions Group (CSG) in the amount of \$10,569.00.

Upon a motion made and seconded (Carrier/Siuta) it was unanimously VOTED: to approve the invoice from Construction Solutions Group in the amount of \$10,569.00.

The invoice is recorded with these minutes as Attachment D.

H. Adjournment.

Upon a motion made and seconded (Smith/Carrier) it was unanimously VOTED: to adjourn at 7:55 P.M.

FHSBC 5/27/20 Chair Report

Attachment A



Decisions impact PEOPLE and PROCESS.

Process FAQs



- What new information was communicated by Town Council that affects the FHSBC Timeline and why is the new information important?
- How does this new information impact the FHSBC Timeline?
- How will the FHSBC respond to these impacts?

What new information was communicated that affects the FHSBC Timeline and why is the new information important?



- On May 12, 2020 the Town Council agreed that the FHS Building Project would **not** be included on a referendum ballot prior to November 15th, 2020. The Town Council is the governing body responsible for setting the referendum date.
- Although it was never officially approved by Town Council, the FHSBC was using a Fall 2020 referendum date as a **projected milestone** in order to manage the project schedule

How does this information impact the FHSBC Timeline?



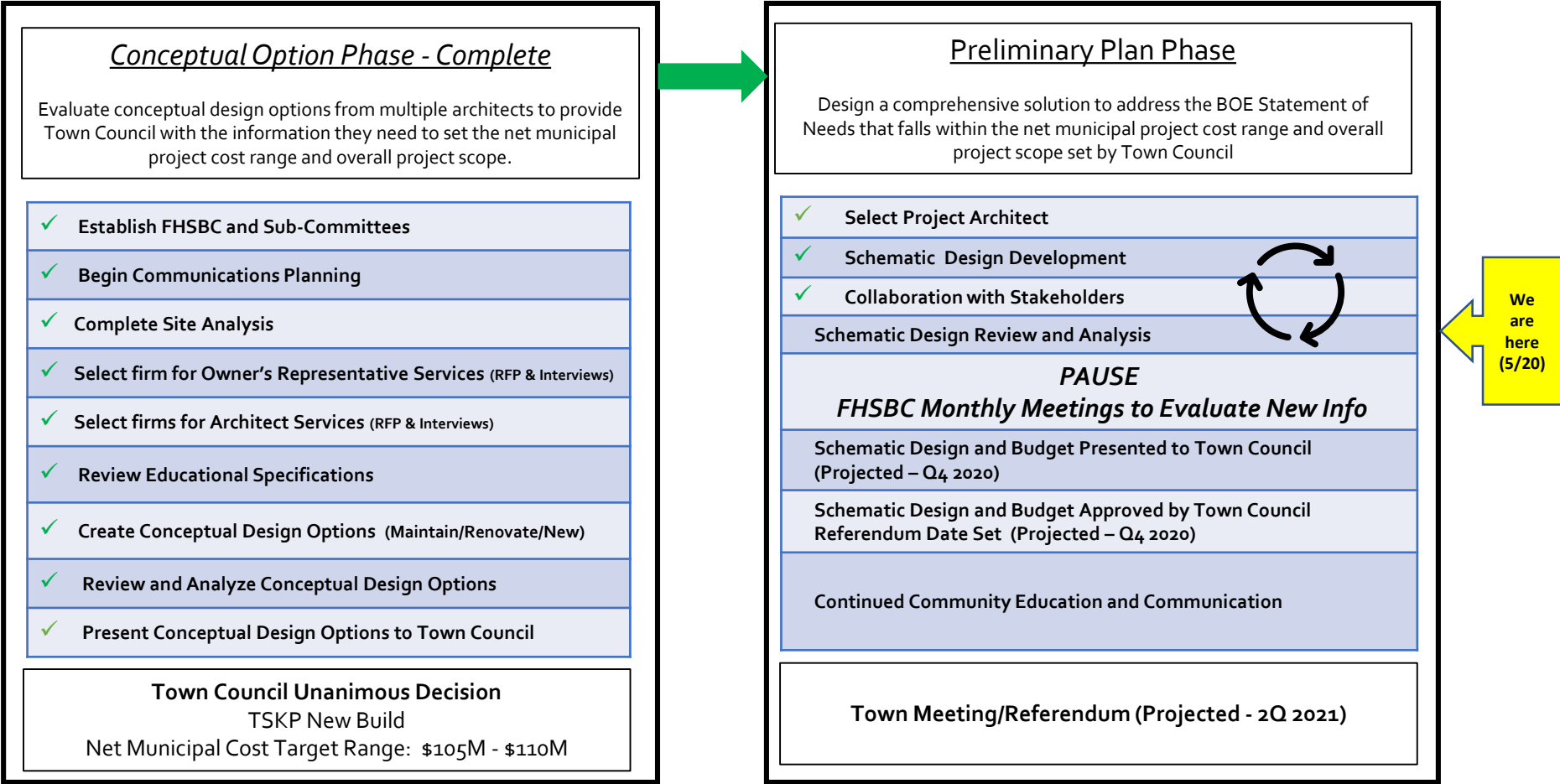
- A change in a **projected** major milestone date adjusts the project timeline moving forward
- By removing the possibility of referendum prior to November 15th the FHSBC must:
 - Postpone the next steps in the process until the Town Council is prepared to review the recommended schematic design and budget based on the town financial evaluation post-October
 - Delay the submission of the state reimbursement application until June 2021 (vote is required prior to November 15, 2020 to be added to the priority list in December 2020)

How will the FHSBC respond to these impacts?



- Create a new project information landing page on fhsbuildingproject.org including FAQs and project information most relevant during the timeline pause
- Continue to meet monthly to evaluate new information as it is received
- Work collaboratively with the Town Council and Board of Ed to establish a new project timeline based on a projected referendum date
- Stay connected to the the Farmington community

FHSBC Process and Timeline – 5/27/20



DRAFT: This is a planning document that represents high-level tasks and will be updated continually based on new information.

Schematic Design Summary

Farmington High School

Attachment B



Update for today

- A. Schematic Design Report overview

- B. Site Plan Alternate Scheme

Update for today



Schematic Design Report

- I. Acknowledgements
- II. Introduction and Guiding Principles
- III. Site Design
- IV. Building Layout and Education Specifications
- V. Learning Communities
- VI. Cost and Alternates
- VII. Conclusion

Schematic Design Report

II. Introduction and Guiding Principles

The SON identified the following concerns:



Accreditation and Accessibility



Security Compliance



Sprawling Layout



Educational Programming



Building Envelop Code Compliance and Energy Efficiency

Section II - 8

TSKP STUDIO

A holistic summary, the SON identified the concerns and deficiencies requiring remediation with the goal of providing a comprehensive solution to the Town's and High School's needs. Each team produced three complete and costed schemes for a total of six schemes. The FHSBC then weighed the Town's priorities against the possibilities presented by each scheme. The FHSBC scored each scheme across 7 criteria closely based on the SON:

Local, State, and Federal Requirements – the schemes' ability to address Accessibility, Security, and NEASC Deficiencies

Programmatic Needs – the schemes' ability to satisfy the Educational Specifications and provide flexible and Collaborative environments for new or enhanced programming

Consolidation of Space – The schemes' ability to reduce sprawl, efficiently use space, and include program elements currently located off-site

Building Systems – the scheme's ability to provide efficient systems and envelop that comport with the Town's maintenance culture and sustainability goals

Site Improvements – the scheme's ability to provide good and secure flow of traffic, provide for the athletic field requirements, and be ADA compliant

Benefits to the Community – the scheme's ability to provide community use of the facilities and possible shelter services

Fit and Feel of Farmington – the scheme's ability to satisfy the Town's expectation of internal and external design.

Cost was an additional factor but reported separately to the Town Council alongside the schemes' scoring. After considering and scoring these criteria, the FHSBC selected TSKP Studio's New Building scheme. The Schematic Design report focuses on the elements of TSKP Studio's New Building option and references the other schemes if they contain findings material to this design's development.

The Town Council accepted FHSBC's selection and urge the Committee to move into Part 2. They charged the Committee to investigate reducing the ultimate cost to town in so far as it did not impact the SON or other key selection factors. Section VI provides a summary of the Project Cost.

The FHSBC and TSKP Studio team moved into Part 2 using the committee's criteria and scoring as its guiding principles.

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Section II - 9

Schematic Design Report

III. Site Design



Aerial of existing campus

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III. Site Design

During Part 1, the design team worked with the Committee to evaluate construction sites for a new building. The New Building's site needs to provide ample building pad area, good access, clear circulation, and sufficient buffer from adjacent parcels, all the while minimizing disruption of the existing school's population and learning. Building on or adjacent to the existing building is out of the question. A site below the main school adjacent to the library is too tightly sloped to provide good, flexible building floor plates. A site above the main building on the upper field does provide good, level ground but is difficult to access due to its remoteness and steep grade changes. It is tight against regulated natural diversity habitat zones and abutting residential neighbors. Ultimately, two potential sites remained - atop the football stadium or along the parcel's eastern edge. Both sites provide large, flexible building pads, good access, are well buffered for circulation, and are shifted sufficiently from the existing circulation and education spaces. However, each site impacts the adjacent parcels differently.



Site layout for football field

Building on the football field will necessarily shift that site element to the eastern edge of the parcel. In addition to the cost of rebuilding the field, stands, and track, the group felt the football field is a much too intrusive neighbor to the abutting parcels, bringing with it the evening noise and lights.



Site layout for east edge of property

Conversely, building along the eastern edge of the parcel, the new building can be moved far enough from the existing school and still provide an ample setback from the adjacent parcels. Additionally, the building will buffer those abutters from the lights and noise of the fields. Both sites' scheme make use of a 6 feet high, 40 feet wide landscape buffer, heavily planted with evergreens, to insulate the adjacent parcels from sight-lines, lights, and noise. As a group, the site along the eastern edge was deemed as the best location for the New Building.

TSKP STUDIO

Section III - 11

Schematic Design Report

IV. Building Layout and Education Specifications



View along main north-south axis

This axis is bisected by an east-west axis running from the after-hours entrance. It is sufficiently wide to provide all the seating capacity for the cafeteria. Outside of lunch hours, it is available as a common space or lobby space for the Auditorium and Gymnasia populations.

Section IV - 20

TSKP STUDIO



View along east-west axis looking down on cafeteria

Administrative spaces are clustered along the New Building's main entry at the drop off loops, providing good "eyes on the street" for the school's comings and goings. Primary administration is located along the ground floor. Counseling is located along the second floor. The Learning Communities are grouped in pairs and stacked three stories. Section V. discusses the Learning Communities in detail. The long the main north-south axis ends with a two-story career education and visual arts cluster. Performing arts, theater and music spaces are clustered to one side of the Cafeteria and indoor athletic spaces, including the Gymnasia, are clusters to the other side. The Media Center, or Learning Commons sits on the second floor overlooking this gathering space.

TSKP STUDIO

Section IV - 21

Schematic Design Report

VI. Cost and Alternates

TSKP Studio and the engineering team produced Schematic Design drawings and specifications reflecting the refined scope and understanding of the New Building Scheme. A new construction cost estimate was developed. The pricing documents and the complete estimate are in Section VII. The revised Total Project Cost and Cost to Town:

On May 13, 2020 (Budget in Millions):

	Feb 2020	Apr 2020	May 2020
1. Arch./Eng. Design Fee	\$ 5.7	\$ 5.7	\$ 5.7
2. Professional Fees	\$ 3.0	\$ 3.0	\$ 3.0
3. Construction Costs	\$ 120.6	\$ 115.3	\$ 117.0
4. Alternates	\$ 0	\$ 0	\$ 0
5. FF&E and Technology	\$ 5.6	\$ 5.1	\$ 5.1
6. Owner Contingency (5%)	\$ 7.1	\$ 6.5	\$ 6.5
7. Grand Total	\$ 142.0	\$ 135.6	\$ 136.8
8. Est. State Reimbursement	- 28.0	- 27.1	- 27.4
9. Net Town Share	\$ 114.0	\$ 108.5	\$ 109.4

On February 4, 2020:

10. Target Net Town Share	\$105 to \$110
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Section VI - 30

TSKP STUDIO

In developing the New Building design and project scope, the team identified several scopes that can be tracked as alternates for the projects. These scopes fit the project's goals but are not necessarily essential to the key selection factors. These alternate scopes were priced and presented to the FHSBC. Ultimately, the FHSBC can choose one of four actions for each alternate: include the scope into the base project, remove the scope from the project, continue to track the scope as an alternate as the project develops, include the scope a line item to the referendum, allowing the Town to make the value decision as to whether to include the scope. The alternate scopes and their description are as follows:

	Description	Construction Cost	Project Cost (rounded)	Cost to Town (rounded)
1	Motorized partition between gyms	\$ 95,722	\$ 113,300	\$ 90,600
2	Stone in lieu of masonry	\$ 572,048	\$ 676,900	\$ 541,500
3.1	Mothball 1928 building	\$ 880,805	\$ 1,042,300	\$ 1,042,300
3.2	Renovate as New 1928 building	\$ 8,300,000	\$ 9,821,700	\$ 9,821,700
4	Additional Softball Field	\$ 291,215	\$ 344,600	\$ 275,700
5.1	Additional energy saving initiative	\$ 714,429	\$ 845,400	\$ 676,300
5.2	Net-Zero physical plant	\$ 9,660,004	\$ 11,431,000	\$ 9,144,800
6	Route 4 improvements	\$ 645,000	\$ 763,300	\$ 763,300
7	Universal Design	\$ 15,000	\$ 15,800	\$ 12,600
8	Additional FFE allowance	\$ 500,000	\$ 525,000	\$ 420,000

TSKP STUDIO

Section VI - 31

Schematic Design Appendices

- A. Renderings
- B. Illustrative Plans
- C. Technical Drawings
- D. Pricing Narratives
- E. Cost Estimate

Schematic Design Appendices

A. Renderings



Schematic Design Appendices

B. Illustrative Plans



Schematic Design Appendices

E. Pricing Narratives

Farmington High School Schematic Design Narrative	FINAL
TABLE OF CONTENTS	
PART I	GENERAL NOTES
PART II	NEW CONSTRUCTION
PART III	RENOVATION (900-WING)
PART IV	PHASING AND LOGISTICS
PART V	STRUCTURAL NARRATIVE
PART VI	MECHANICAL SYSTEMS NARRATIVE
PART VII	ELECTRICAL SYSTEMS NARRATIVE
PART VIII	PLUMBING SYSTEMS NARRATIVE
PART IX	FIRE PROTECTION SYSTEMS NARRATIVE
PART X	TECHNOLOGY SYSTEMS NARRATIVE
PART XI	CIVIL NARRATIVE

TSKP STUDIO TOC - 1

Schematic Design Appendices

E. Cost Estimate

Schematic Design Estimate

Farmington High School

Farmington, CT

PM&C

PM&C LLC
20 Downer Ave, Suite 5
Hingham, MA 02043
(T) 781-740-8007
(F) 781-740-1012

Prepared for:
TSKP Studio
May 20, 2020

B. Site Plan

Illustrative Site Plan



Illustrative Site Plan - Alternate



The End

	5/3	4-May	5-May	6-May	7-May	8-May	5/9
May		TSKP Design mtg - 2:45 - 4:30					
5/10	11-May	12-May	13-May	14-May	15-May	5/16	
May	TPZ Informal Meeting	TC mtg	Communication SubComm mtg 9:15a / FHS SBC mtg 6:30pm				
5/17	18-May	19-May	20-May	21-May	22-May	5/23	
May	TSKP Design mtg - 2:45 - 4:30						
5/24	25-May	26-May	27-May	28-May	29-May	5/30	
May	Memorial Day	TC mtg	FHS SBC mtg 6:30pm				
5/31	1-Jun	2-Jun	3-Jun	4-Jun	5-Jun	6/6	
June							
6/7	8-Jun	9-Jun	10-Jun	11-Jun	12-Jun	6/13	
June		TC mtg	FHS SBC mtg 6:30pm	Communication SubComm mtg 9:15a /			
6/14	15-Jun	16-Jun	17-Jun	18-Jun	19-Jun	6/20	
June							
6/21	22-Jun	23-Jun	24-Jun	25-Jun	26-Jun	6/27	
June							
6/28	29-Jun	30-Jun	1-Jul	2-Jul	3-Jul	7/4	
June					Independence Day Observed		
7/5	6-Jul	7-Jul	8-Jul	9-Jul	10-Jul	7/11	
July							
7/12	13-Jul	14-Jul	15-Jul	16-Jul	17-Jul	7/18	
July		TC mtg	FHS SBC mtg 6:30pm	Communication SubComm mtg 9:15a /			
7/19	20-Jul	21-Jul	22-Jul	23-Jul	24-Jul	7/25	
July							
7/26	27-Jul	28-Jul	29-Jul	30-Jul	31-Jul	8/1	
July							
8/2	3-Aug	4-Aug	5-Aug	6-Aug	7-Aug	8/8	
Aug							
8/9	10-Aug	11-Aug	12-Aug	13-Aug	14-Aug	8/15	
Aug		TC mtg	FHS SBC mtg 6:30pm	Communication SubComm mtg 9:15a /			
8/16	17-Aug	18-Aug	19-Aug	20-Aug	21-Aug	8/22	
Aug							
8/23	24-Aug	25-Aug	26-Aug	27-Aug	28-Aug	8/29	
Aug							
8/30	31-Aug	1-Sep	2-Sep	3-Sep	4-Sep	9/5	
Aug							
9/6	7-Sep	8-Sep	9-Sep	10-Sep	11-Sep	9/12	
Sept	Labor Day	TC mtg	FHS SBC mtg 6:30pm	Communication SubComm mtg 9:15a /			
9/13	14-Sep	15-Sep	16-Sep	17-Sep	18-Sep	9/19	
Sept							
9/20	21-Sep	22-Sep	23-Sep	24-Sep	25-Sep	9/26	
Sept		TC mtg					
9/27	28-Sep	29-Sep	30-Sep	1-Oct	2-Oct	10/3	
Sept							
10/4	5-Oct	6-Oct	7-Oct	8-Oct	9-Oct	10/10	
Oct							
10/11	12-Oct	13-Oct	14-Oct	15-Oct	16-Oct	10/17	
Oct		TC mtg	FHS SBC mtg 6:30pm	Communication SubComm mtg 9:15a /			
10/18	19-Oct	20-Oct	21-Oct	22-Oct	23-Oct	10/24	
Oct							
10/25	26-Oct	27-Oct	28-Oct	29-Oct	30-Oct	10/31	
Oct							
11/1	2-Nov	3-Nov	4-Nov	5-Nov	6-Nov	11/7	
Nov							
11/8	9-Nov	10-Nov	11-Nov	12-Nov	13-Nov	11/14	
Nov		TC mtg	FHS SBC mtg 6:30pm/ Veterans Day	Communication SubComm mtg 9:15a /			
11/15	16-Nov	17-Nov	18-Nov	19-Nov	20-Nov	11/21	
Nov							
11/22	23-Nov	24-Nov	25-Nov	26-Nov	27-Nov	11/28	
Nov				Thanksgiving			
11/29	30-Nov	1-Dec	2-Dec	3-Dec	4-Dec	12/5	
Dec							
12/6	7-Dec	8-Dec	9-Dec	10-Dec	11-Dec	12/12	
Dec		TC mtg	FHS SBC mtg 6:30pm	Communication SubComm mtg 9:15a /			
12/13	14-Dec	15-Dec	16-Dec	17-Dec	18-Dec	12/19	
Dec							
12/20	21-Dec	22-Dec	23-Dec	24-Dec	25-Dec	12/26	
Dec					Christmas		
12/27	28-Dec	29-Dec	30-Dec	31-Dec	1-Jan	1/2	
Dec					New Years		



CONSTRUCTION SOLUTIONS GROUP

Invoice Date: May 22, 2020
 Invoice No: 4

To: Town of Farmington, CT
 1 Monteith Drive
 Farmington, CT 06032

From: Construction Solutions Group, LLC
 P.O. Box 271860
 West Hartford, CT 06127

Re: Farmington High School
 10 Monteith Drive
 Farmington, CT 06032

For Professional Services Rendered through April 30, 2020

Phase Description	Scheduled Value	Percent Complete	Earned	Prior Billings	This Invoice	Balance to Bill
Owner's Representative						
Part 1 - Conceptual Option	\$89,109.00	100%	\$89,109.00	\$89,109.00	\$0.00	\$0.00
Part 2 - Pre-Referendum	\$105,690.00	20%	\$21,138.00	\$10,569.00	\$10,569.00	\$84,552.00
Reimbursables			\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$194,799.00		\$21,138.00	\$10,569.00	\$10,569.00	\$84,552.00
Total contract	\$194,799.00		\$21,138.00	\$10,569.00	\$10,569.00	\$84,552.00

Approved for invoicing: