

Meeting Agenda
Farmington High School Building Committee Meeting
Wednesday, March 24, 2021
6:30 P.M.

****PLEASE NOTE THE MEETING WILL BE HELD ONLINE****

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/87173363321>

Telephone Call in Information:

Dial: +1 312 626 6799

Webinar ID: 871 7336 3321

- A. Call to Order.
- B. Pledge of Allegiance.
- C. Public Comment.
- D. Minutes.
 - 1) To approve the attached February 10, 2021 minutes.
- E. Correspondence Received 2/20/2021 – 3/5/2021.
 - 1) Brett Patrick – Athletic Field
 - 2) Wendy Saffer – FHS
- F. Reports.
 - 1) Chair Report.
 - 2) Town Council Liaison Report.
 - 3) Communications Subcommittee Report.
 - 4) Financial Communications Subcommittee Report.
 - 5) Board of Education Liaison Report.
 - 6) Financial Report.
 - 7) State/Legislative Update.
 - 8) Industry Update.
- G. New Business
 - 1) To approve the attached invoice from Tall Timbers Marketing in the amount of \$5,075.00.

H. Adjournment.

cc: Committee Members
Paula Ray, Town Clerk
Interested Parties

MOTION:

Agenda Item D-1

To approve the attached March 10, 2021 minutes.

/Attachment

Meeting Minutes
Farmington High School Building Committee Online Meeting
Wednesday, March 10, 2021
6:30 P.M.

Attendees:

Meg Guerrera, Chair
Ellen Siuta
Johnny Carrier
Sharon Mazzochi
Michael Smith
Wendy Ku
Beth Kintner
Kathy Greider, Superintendent
Alicia Bowman, Asst. Superintendent of Finance & Operations
Sam Kilpatrick, Director of School Facilities
Scott Hurwitz, FHS Principal
Lisa Kapcinski, FHS Assistant Principal
Kat Krajewski, Assistant Town Manager
Devon Aldave, Clerk of the Committee
Mark Garilli, Construction Solutions Group
Chris Cykley, Construction Solutions Group
Ryszard Szczypek, TSKP Studio

A. Call to Order.

The meeting was called to order at 6:32 P.M.

B. Pledge of Allegiance.

The committee members recited the Pledge of Allegiance.

C. Public Comment.

Sam Reisner, 41 Main Street, encouraged the committee to work with the Town Attorney to keep as much content as possible on the committee website during the blackout period, after the referendum question and date has been officially set by Town Council. He stated that the information is vital for the community to learn about the project and stated that there are other sites mirroring the content from fhsbuildingproject.org.

D. Minutes.

1) To approve the attached February 24, 2021 minutes.

Upon a motion made and seconded (Carrier/Mazzochi) it was unanimously VOTED: to approve the February 24, 2021 minutes.

E. Correspondence Received 2/20/2021 – 3/5/2021.

1) Kurt Krauland – Survey Results

2) Ashley Battista – Softball Field & Title IX

Meg Guerrera reviewed the correspondence included in the agenda packet.

F. Reports.

1) Chair Report.

Meg Guerrera stated that the Town Council will create a 1928 building committee to determine the status of that building after the referendum. This means that no decision regarding the 1928 building will be made as part of the FHS Building Project.

2) Town Council Liaison Report.

None.

3) Communications Subcommittee Report.

Meg Guerrera stated that the Communications Subcommittee met prior to the current meeting and discussed website improvements, social media outreach, and reviewed the community outreach calendar.

4) Board of Education Liaison Report.

Beth Kintner stated that the Board of Education meets again on March 22nd.

5) Financial Report.

Kat Krajewski presented the Financial Report, which is recorded with these minutes as Attachment A.

6) State/Legislative Update.

Mark Garilli stated there are no relevant updates from the State.

7) Industry Update.

Ryszard Szczypek stated that there have been no significant developments since his last report.

G. New Business

1) To approve the amended cost estimate for the FHS Building Project.

Mark Garilli and Ryszard Szczypek presented slides demonstrating the change in the cost estimate since Town Council voted to remove the demolition of the 1928 building from the FHS Project Scope. The slides are recorded with these minutes as Attachment B.

Upon a motion made and seconded (Carrier/Mazzochi) it was unanimously VOTED: to approve the amended cost estimate for the FHS Building Project.

2) To approve the attached community outreach calendar.

Kat Krajewski and Meg Guerrera reviewed the community outreach calendar with the committee. Committee members suggested changing the names of the elementary school neighborhood meetings to make it clear that all members of the neighborhood are welcome,

not just elementary school parents. The committee also suggested changing the dates of neighborhood meetings held during the week of Spring Break.

Upon a motion made and seconded (Ku/Mazzochi) it was unanimously VOTED: to approve the community outreach calendar as amended. The amended community outreach calendar is recorded with these minutes as Attachment C.

H. Adjournment.

Upon a motion made and seconded (Ku/Mazzochi) it was unanimously VOTED: to adjourn at 7:46 P.M.

Respectfully Submitted,

Devon Aldave
Clerk of the Committee

Farmington High School Building Committee
Financial Report- March 10, 2021

Starting Account Balance 2016	\$500,000	Initial authorization for the FHS Building Committee in 2016
Remaining Balance from 2016 committee	\$266,007.00	Remaining balance from previous FHS committee approved at 9/10/19 Town Council Meeting
Appropriation from Town Council	\$199,000.00	approved at 9/10/19 Town Council Meeting
Transfer from Town Council	\$256,000.00	Council Meeting

Total Account Balance- Beginning 2018 **\$721,007.00**

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 Domain- fhsbuildingproject.net	P-Card
\$432.00	wix website hosting	P-Card
	wix credit	Credit
\$369.66	hartford courant legal notice for Architect RFP	cu00254321
\$1,993.00	FHS Building Committee Intern (Summer Work)	
\$218.16	Square Space website hosting	P-Card
\$14,850.00	PT Help-- For Committee	Contract
\$15.94	Staples- Poster for 10/16 Community Input Meeting	P-Card
\$105.10	Highland park Market- Dinner for Interviews	P-Card
\$25.47	Staples Poster Boards for Communtiy Input Meeting	Staples Credit Card
\$276.90	Amazon- Supplies for Community Input Meeting	P-Card
\$132.75	Chartwells- Coffee/Tea for Communtiy Input Meeting	
\$112.50	Chartwells from 1/25 Community meeting	

Farmington High School Building Committee
Financial Report- March 10, 2021

\$596.00	Nutmeg TV Meetings 1/8, 1/15, 1/22	
\$1,198.00	Briarwood Printing- Postcard 8/2020	
\$2,941.34	USPS Postcard Mailing- 8/2020	
\$229.72	Square space website hosting- annual fee	P-Card
\$1,925.06	January Newsletter Postage 1/20/21	
\$224.19	Survey- Business Reply Postage 1/25/21	
\$383.52	Survey -Business Reply Postage 1/27/21	
\$191.76	Survey- Business Reply Postage 1/28/21	
\$62.04	Survey-Business Reply Postage 1/29/21	
\$269.31	Survey- Business Reply Postage 2/1/21	
\$60.63	Survey-Business Reply Postage 2/3/21	
\$36.66	Survey-Business Reply Postage 2/4/21	
\$169.89	Overnight Shipping to Survey Systems	
\$9.80	Survey- Business Reply Postage 2/5/21	
\$35.25	Survey-Business Reply Postage 2/5/21	
\$97.25	Overnight Shipping to Survey Systems	
		Additional reply postage received after survey deadline
\$318.66	Survey-Business Reply Postage- 2/9-2/24/21	
\$19.74	Survey -Business Reply Postage - 2/25/21-3/5/21	

Total Expense: \$27,389.85

Current Account Balance \$676,617.15

<i>Professional Partners-Invocie (Part 1)</i>	<i>Amount Billed to Date</i>	<i>Total Contract Amount (Part 1)</i>	<i>Remaining Balance</i>
CSG Invoice	\$89,109.00	\$89,109.00	\$0.00
QA+M	\$47,000.00	\$47,000.00	\$0.00
TSKP Studio	\$120,000.00	\$120,000.00	\$0.00
<i>Professional Partners-Invoice (Part 2)</i>			
Center for Research and Public Policy	\$8,500.00	\$17,000.00	\$8,500.00
Tall Timbers Marketing	\$19,757.00	\$32,500.00	\$12,743.00
CSG	\$31,707.00	\$105,690.00	\$73,983.00

Farmington High School Building Committee
Financial Report- March 10, 2021

TSKP Studio	\$118,046.16	\$130,000.00	\$11,953.84
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Total Invoices Approved to Date	\$434,119.16		
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Updated Account Balance (with invoices)	\$242,497.99		
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Remaining Balances

Remaining Balances (see above)	\$107,179.84		
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Total Remaining Balances	\$107,179.84		
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Total On Hand	\$135,318.15		
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Budget Review

March 2021 (Budget in Millions):

	Feb 2020 original	May 2020 adjusted	March 2021 Rate adjusted	
			900 Wing	New Bldg
1. Arch./Eng. Design Fee	\$ 5.7	\$ 5.7	\$.3	\$ 5.3
2. Professional Fees	\$ 3.0	\$ 3.0	\$.1	\$ 2.8
3. Construction Costs	\$ 120.6	\$ 117.0	\$ 5.1	\$ 110.4
4. Alternates	\$ 0	\$ 0		\$ 0
5. FF&E and Technology	\$ 5.6	\$ 5.1	\$.2	\$ 4.9
6. Owner Contingency (5%)	\$ 7.1	\$ 6.5	\$.3	\$ 6.1
7. Grand Total	\$ 142.0	\$ 137.3	\$ 6.0	\$ 129.6
8. Est. State Reimbursement	- 28.0	- 27.5	-1.7	- 24.6
9. Net Town Share	\$ 114.0	\$ 109.8	\$ 4.3	\$ 105.0
			\$ 109.3	

On February 4, 2020:

10. Target Net Town Share

\$105 to \$110

Budget Review

March 2021 WORKING DOCUMENT

	<u>MAY 2020</u>	<u>MARCH 2021</u>		
BUDGET ITEMS		900 Wing	New Building	
		4.36%		
1 ARCH./Eng. Design Fees	\$ 5,700,000	\$ 248,000	\$ 5,452,000	
			\$ (100,000)	A/E Design Fee Reduction
2 Professional Fees	\$ 3,000,000	\$ 131,000	\$ 2,869,000	
			\$ (100,000)	Professional Fee Reduction
3 Construction Costs	\$ 117,000,000	\$ 5,096,000	\$ 111,904,000	\$ 115,815,130
			\$ (336,369)	Remove Demo of 1928 Bldg.
				PROPOSED ADD ALTERNATES
			\$ (351,590)	Antigraffiti Sealer
			\$ (449,280)	Vert. Alum. Sunshades
			\$ (320,000)	Wood Acoust. Tile at Atrium
			\$ (64,000)	Other Signage/Graphic
4 Alternates	\$ -	\$ -	\$ -	
5 FFE & Technology	\$ 5,100,000	\$ 222,000	\$ 4,878,000	
6 Owners Contingency (5%)	\$ 6,500,000	\$ 284,850	\$ 6,169,088	
7 Grand Total	\$ 137,300,000	\$ 5,981,850	\$ 129,550,849	\$ 135,532,699
8 Est. State Reimb	\$ (27,460,000)	\$ (1,730,549)	\$ (24,523,976)	\$ (26,254,525)
9 Net Share to Town	\$ 109,840,000	\$ 4,251,301	\$ 105,026,873	\$ 109,278,174



FHS Building Committee-Community Outreach Calendar
DRAFT 3/12/2021

March 2021

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2	3	4	5	6
7	8	9	10 5:30pm Communications Subcommittee 6:30pm FHSBC Meeting	11	12	13
14	15	16	17 6:30pm Neighborhood Meeting-Highlands	18	19	20
21	22	23	24 9:15am Communications Subcommittee 6:30 pm FHSBC Meeting	25	26	27
28	29 6:30pm Neighborhood Meeting-East Farms	30	31 6:30pm Neighborhood Meeting-Noah Wallace			



FHS Building Committee-Community Outreach Calendar
DRAFT 3/12/2021

April 2021

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1 12pm Topic Meeting- Side by Side 7pm PTO MEETING	2	3
4	5 10AM Meeting with Seniors	6	7 5:30pm Communications Subcommittee 6:30pm FHSBC Meeting	8 12pm Topic Meeting- Project Timeline	9	10
11	12	13	14	15 12pm Topic Meeting- External of Building/Site Plan	16	17
18	19	20 6:30pm Neighborhood Meeting-Union	21 9:15am Communications Subcommittee FHSBC Meeting	22 12pm Topic Meeting- Inside the Building	23 1PM Meeting with Seniors	24
25	26 TPZ Meeting-Formal Review of Project	27 6:30 pm Community Meeting	28 6:30pm Neighborhood Meeting-West District	29 12pm Topic Meeting-Cost	30	



FHS Building Committee-Community Outreach Calendar
DRAFT 3/12/2021

May 2021

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2	3 BOE Meeting- Approval	4 6:30 pm Community Meeting	5 5:30pm Communications Subcommittee FHSBC Meeting	6	7	8
9	10	11 TC Meeting- Approval & Send to Referendum + 8-24	12	13	14	15
16	17	18	19	20	21	22
23	24 Town Meeting	25	26	27	28	29
30	31					



FHS Building Committee-Community Outreach Calendar
DRAFT 3/12/2021

June 2021

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2	3 Referendum	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30 State Grant Application due			

Name: Brett Patrick

Agenda Item E-1

Email Address: brettph13@gmail.com

Subject: Athletic field between baseball field and tennis courts.

Message: Hello. Is this athletic field being relocated with the new hs plan?

Name: Wendy Saffer

Email Address: farmpass@comcast.net

Agenda Item E-2

Subject: FHS

Message: Hello,

I attended the Zoom Highlands meeting last night. A gentleman asked a question regarding the tax increase implication of the new building. My question is, is that figure based on \$137 million or 110 million? I know you all seem very optimistic that we will receive the monies from the state but we need to know both tax figures in case we do not get it as we are voting on it before the grant application is put in.

Also, I found the structure of the meeting disconcerting as we were unable to see the participants except for the presenters. I do not need to see someones face but names would be helpful and even the number of participants. I found it odd that only a handful of neighbors had questions given that the Highlands is the neighborhood most impacted. Because the screen was not the "usual" format for a Zoom meeting I am aware of folks that left the meeting before the questions because they thought they would not be able to ask anything.

I also found the response to the question about the cost of the 1928 building disingenuous. Regardless of needing to put together a new committee to address the problem, that building is still part of the whole scope of the FHS building project. That cost, whatever it might be, is being kept out of the discussion. It does not feel transparent.

Thank you for your time.

Wendy Saffer

MOTION:

Agenda Item G-1

To approve the attached invoice from Tall Timbers Marketing in the amount of \$5,075.00.

/Attachment



Invoice #
3_22_21
Date: 3/22/2021

Tall Timbers Marketing LLC
P.O. Box 357
Glastonbury, CT 06033

Sold to:
Town of Farmington/FHS
Building Committee
Kathryn Krajewski
Assistant Town Manager
1 Monteith Drive
Farmington, CT 06032

Customer ID: 1104-1

Customer PO	Payment Terms	Due Date
3395	Net 10 Days	3/31/2021

Description	Amount
PHASE 1 —Creating a Communication Engagement – Second Newsletter Production	
Costs	
Print 11,750 copies: 4 color, 6 pages, survey perforated return section	\$3550.00
Mailing List for all Farmington households	225.00
Fold and tab, address presort for post office, delivery	<u>1300.00</u>
TOTAL	\$5075.00
Postage prepaid at Farmington Post Office by Farmington	

00

Please make payable to: Tall Timbers Marketing LLC