

Meeting Minutes
Farmington High School Building Committee Meeting
ZOOM Webinar
Wednesday, January 19, 2022
5:00 P.M.

Attendees:

Meg Guerrera, Chair
Chris Fagan
Suraj Kurtakoti
Sarah Healey
Wendy Ku
Michael Smith
Johnny Carrier
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
Russ Arnold, Director of Public Works/Town Engineer
Devon Aldave, Clerk of the Committee
Mark Garilli, Construction Solutions Group
Chris Cykley, Construction Solutions Group
Ryszard Szczypek, TSKP Studio
Lorel Purcell, O&G Industries
Mark Jeffko, O&G Industries

A. Call to Order.

The meeting was called to order at 5:02 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 December 15, 2021, minutes.

Upon a motion made and seconded (Ku/Fagan) it was unanimously VOTED: to approve the December 15, 2021, minutes.

E. Correspondence Received 12/14/2021 – 1/14/2022.

None.

F. Reports.

1) Chair Report.

Meg Guerrera stated that Johnny Carrier will serve as a voting Town Council member and that Chris Fagan will serve as a voting resident on the FHS Building Committee.

Meg welcomed Suraj Kurtakoti and Sarah Healey as new voting members to the FHS Building Committee. Suraj and Sarah introduced themselves to the committee.

2) Town Council Liaison Report.

Johnny Carrier stated that the Town Council appointed an Ad Hoc 1928 Building Committee which includes himself, Edward Giannaros, and Town Staff. He stated that the Ad Hoc Committee will be asking the FHS Building Committee for a timeline regarding a final decision on the 1928 building.

3) Board of Education Liaison Report.

No report.

4) Owner's Representative Report.

Mark Garilli reported that the professional team held an informal meeting with the State to discuss the delineation of plan lines.

5) Architect Report.

Ryszard Szczypek stated that TSKP Studio received comments from the Institute for Human Centered Design. TSKP Studio will share these comments with the Design Working Group at their next meeting.

Ryszard stated that a productive Security Meeting was held earlier today with school faculty and public safety officials. Ryszard addressed some comments received from members of the public regarding the VE list.

Ryszard stated that TSKP Studio will look to schedule a meeting with the Town Planner to discuss the site plan application. Ryszard stated that TSKP Studio is looking for more clarity regarding the limit of the project separation related to the 1928 building. Johnny Carrier stated that the Ad-Hoc 1928 Building Committee will provide this clarity.

6) Construction Manager Report.

Loel Purcell presented the updated Preconstruction Schedule which is recorded with these minutes as Attachment A.

7) Communications Subcommittee Report.

Kat Krajewski stated that the Communications Subcommittee met to discuss an outreach plan. The subcommittee will host Zoom public outreach meetings in February and May.

8) Professional Partnership Subcommittee Report.

No report.

9) Financial Report.

Kat Krajewski stated that there have not been any additional expenses incurred from the FHS Building Project account. Kat shared the updated invoice tracker sheets which are recorded with these minutes as Attachment B.

G. New Business.

1) To approve the attached invoice from TSKP Studio in the amount of \$292,800.00.

Upon a motion made and seconded (Carrier/Fagan) it was voted to approve the attached invoice from TSKP Studio in the amount of \$292,800.00.

- In favor: Meg Guerrero, Chris Fagan, Suraj Kurtakoti, Wendy Ku, Michael Smith, Johnny Carrier
- Abstentions: Sarah Healey

2) To approve the attached invoice from TSKP Studio in the amount of \$12,200.00.

Upon a motion made and seconded (Carrier/Fagan) it was voted to approve the attached invoice from TSKP Studio in the amount of \$12,200.00.

- In favor: Meg Guerrero, Chris Fagan, Suraj Kurtakoti, Wendy Ku, Michael Smith, Johnny Carrier
- Abstentions: Sarah Healey

3) To approve the attached invoice from Construction Solutions Group in the amount of \$22,597.00.

Upon a motion made and seconded (Carrier/Fagan) it was voted to approve the attached invoice from Construction Solutions Group in the amount of \$22,597.00.

- In favor: Meg Guerrero, Chris Fagan, Suraj Kurtakoti, Wendy Ku, Michael Smith, Johnny Carrier
- Abstentions: Sarah Healey

4) To approve the attached invoice from Construction Solutions Group in the amount of \$1,030.00.

Upon a motion made and seconded (Carrier/Fagan) it was voted to approve the attached invoice from Construction Solutions Group in the amount of \$1,030.00.

- In favor: Meg Guerrero, Chris Fagan, Suraj Kurtakoti, Wendy Ku, Michael Smith, Johnny Carrier
- Abstentions: Sarah Healey

5) To accept the updated cost estimate and approve the updated VE list.

Mark Jeffko and Ryszard Szczypek reviewed the updated cost estimate and VE list with the committee and answered questions from committee members.

Upon a motion made and seconded (Carrier/Smith) it was voted to accept the updated cost estimate and approve the updated VE list.

- In favor: Meg Guerrera, Chris Fagan, Suraj Kurtakoti, Wendy Ku, Michael Smith, Johnny Carrier
- Abstentions: Sarah Healey

6) To discuss the proposal from TSKP Studio for additional services for an early site bid package.

Meg Guerrera presented a slide regarding additional services for an early site bid package which is recorded with these minutes as Attachment C. Meg explained that the costs incurred from these additional services would come out of contingency.

Committee members and professional partners engaged in discussion regarding the need for an early site bid package. Committee members asked if there would be costs associated with these services if the work was not done as part of an early site bid package. The professional partners explained that there would be costs for these services regardless of the timing.

Upon a motion made and seconded (Smith/Fagan) it was unanimously VOTED: to accept the quotes from SLR and Richter Cegan for schematic design and design development per their January 2022 estimates, not to exceed \$22,200.00.

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

Upon a motion made and seconded (Carrier/Fagan) it was unanimously VOTED: to move to executive session at 7:18 P.M.

Open session resumed at 8:00 P.M.

8) To select the final candidate for Commissioning Services.

This agenda item was tabled and will be voted on at the February 2, 2022, meeting.

9) To authorize the Town Manager and Professional Partnership Subcommittee to negotiate and sign a contract with the selected finalist for Commissioning Services.

This agenda item was tabled and will be voted on at the February 2, 2022, meeting.

H. Adjournment.

Upon a motion made and seconded (Fagan/Ku) it was unanimously VOTED:
to adjourn at 8:04 P.M.

Respectfully Submitted,

Devon Aldave
Clerk of the Committee

Activity ID	Activity Name	Original Duration	Start	Finish	2022												2023												2024												2025											
					N D J F M A M J J A S O N D												N D J F M A M J J A S O N D												N D J F M A M J J A S O N D												N D J F M A M J J A S O N D											
SCHEMATIC DESIGN					19-Jan-22, SCHEMATIC DESIGN																																															
01460	Reconciliation of Plans with Ed Specs	20	12-Jul-21 A	06-Aug-21 A	Reconciliation of Plans with Ed Specs																																															
085	Reduce SF Effort	20	30-Sep-21 A	27-Oct-21 A	Reduce SF Effort																																															
080	SD Estimate	15	03-Nov-21 A	01-Dec-21 A	SD Estimate																																															
0780	SD Estimate Presentation	18	10-Nov-21 A	19-Jan-22	SD Estimate Presentation																																															
DESIGN DEVELOPMENT					06-Apr-22, DESIGN DEVELOPMENT																																															
0170	Design Development (DD)	80	30-Sep-21 A	28-Feb-22	Design Development (DD)																																															
0110	Off-site Traffic Study - by Town	30	24-Jan-22*	04-Mar-22	Off-site Traffic Study - by Town																																															
0210	DD Estimate	15	01-Mar-22	21-Mar-22	DD Estimate																																															
0200	OSGCR DDR Document Compilation	17	01-Mar-22	23-Mar-22	OSGCR DDR Document Compilation																																															
0190	DD LEED/CTHPB Review	10	01-Mar-22	14-Mar-22	DD LEED/CTHPB Review																																															
0220	DD - Cx Agent Review	15	01-Mar-22	21-Mar-22	DD - Cx Agent Review																																															
0160	DD Design & Estimate Presentation & Acceptance	12	22-Mar-22	06-Apr-22	DD Design & Estimate Presentation & Acceptance																																															
CONSTRUCTION DOCUMENTS					28-Jun-22, CONSTRUCTION DOCUMENTS																																															
01520	Construction Documents for Phase 1 (Site Enabling Work)	25	22-Feb-22	28-Mar-22	Construction Documents for Phase 1 (Site Enabling Work)																																															
01450	Approve revised Ed Specifications	20	01-Mar-22	28-Mar-22	Approve revised Ed Specifications																																															
030	Construction Documents (CD) - Phase 2 Pricing Set	60	01-Mar-22	24-May-22	Construction Documents (CD) - Phase 2 Pricing Set																																															
01590	Phase 1 Cost Estimate	10	17-Mar-22	30-Mar-22	Phase 1 Cost Estimate																																															
01530	Phase 1 Bid Documents BC Approval	0		30-Mar-22	Phase 1 Bid Documents BC Approval																																															
01540	Phase 1 Bid Documents BOE Approval	3	31-Mar-22	04-Apr-22	Phase 1 Bid Documents BOE Approval																																															
0100	Structural (Threshold) Peer Review	20	25-May-22	22-Jun-22	Structural (Threshold) Peer Review																																															
0120	CD Estimate	15	25-May-22	15-Jun-22	CD Estimate																																															
0180	CD Owner Review & Comment	10	25-May-22	08-Jun-22	CD Owner Review & Comment																																															
0290	CD LEED/CTHPB Review	20	25-May-22	22-Jun-22	CD LEED/CTHPB Review																																															
0530	CD's - Cx Agent Review	15	25-May-22	15-Jun-22	CD's - Cx Agent Review																																															
0540	Complete Construction Documents (CD)	20	25-May-22	22-Jun-22	Complete Construction Documents (CD)																																															
0130	CD OSGCR PCR Document Compilation	15	02-Jun-22	22-Jun-22	CD OSGCR PCR Document Compilation																																															
0590	CD A/E QA/QC Review & Owner Comment Response	5	09-Jun-22	15-Jun-22	CD A/E QA/QC Review & Owner Comment Response																																															
0630	Adjust CD's per Local Code Review and Commissioning Agent	5	09-Jun-22	15-Jun-22	Adjust CD's per Local Code Review and Commissioning Agent																																															
0610	CD Estimate Reconciliation	7	16-Jun-22	24-Jun-22	CD Estimate Reconciliation																																															
0650	CD Owner Approval & Present to Building Committee	5	16-Jun-22	22-Jun-22	CD Owner Approval & Present to Building Committee																																															
0620	Prepare PCR State Submission Estimate	6	21-Jun-22	28-Jun-22	Prepare PCR State Submission Estimate																																															
0640	CD Owner Approval & Present to BOE	4	23-Jun-22	28-Jun-22	CD Owner Approval & Present to BOE																																															

- Actual Work
- Remaining Work
- Critical Remaining Work
- Milestone
- Summary

Farmington High School Building Project
Preconstruction Schedule
Updated January 17, 2022



Activity ID	Activity Name	Original Duration	Start	Finish	2022												2023												2024												2025													
					N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
					29-Jul-22, OSCG&R GRANT PROCESS																																																	
OSCG&R GRANT PROCESS					29-Jul-22, OSCG&R GRANT PROCESS																																																	
01660	OSCG&R SDR Meeting	0	06-Oct-21 A	29-Jul-22	OSCG&R SDR Meeting																																																	
0350	OSCG&R DDR Meeting	0	06-Apr-22		◆ OSCG&R DDR Meeting																																																	
0360	OSCG&R PCR Meeting - Phase 1	0	07-Apr-22		◆ OSCG&R PCR Meeting - Phase 1																																																	
0680	OSCG&R Review - Phase 1	6	08-Apr-22	18-Apr-22	■ OSCG&R Review - Phase 1																																																	
0380	Receive OSCG&R Approval to Bid Letter - Phase 1	0	18-Apr-22		◆ Receive OSCG&R Approval to Bid Letter - Phase 1																																																	
040	OSCG&R PCR Meeting - Phase 2	0	29-Jun-22		◆ OSCG&R PCR Meeting - Phase 2																																																	
090	OSCG&R Review - Phase 2	20	30-Jun-22	28-Jul-22	■ OSCG&R Review - Phase 2																																																	
0140	Receive OSCG&R Approval to Bid Letter - Phase 2	0	29-Jul-22		◆ Receive OSCG&R Approval to Bid Letter - Phase 2																																																	
REGULATORY APPROVAL					03-Oct-22, REGULATORY APPROVAL																																																	
STATE APPROVAL					29-Jun-22, STATE APPROVAL																																																	
01440	CT DEEP Stormwater General Permit Application	80	01-Mar-22	22-Jun-22	■ CT DEEP Stormwater General Permit Application																																																	
01020	CT DEEP Flood Management Certification	75	01-Mar-22	15-Jun-22	■ CT DEEP Flood Management Certification																																																	
01010	OSTA Review / Certificate - by Town	80	07-Mar-22	28-Jun-22	■ OSTA Review / Certificate - by Town																																																	
0730	DOT Encroachment Permit / Review - by Town	20	07-Apr-22	05-May-22	■ DOT Encroachment Permit / Review - by Town																																																	
0390	OSTA Administration Determination - by Town	0	29-Jun-22		◆ OSTA Administration Determination - by Town																																																	
TOWN APPROVAL					03-Oct-22, TOWN APPROVAL																																																	
0400	Submit Application to ZBA	0	19-Nov-21 A		◆ Submit Application to ZBA																																																	
0440	Zoning Board of Appeals	25	22-Nov-21 A	13-Dec-21 A	■ Zoning Board of Appeals																																																	
0420	Submit Application for Site Plan/Special Permit	0	25-Feb-22		◆ Submit Application for Site Plan/Special Permit																																																	
0430	Town Plan and Zoning Site Plan Approval	30	28-Feb-22	08-Apr-22	■ Town Plan and Zoning Site Plan Approval																																																	
0760	Fire Marshal & BO Approval	4	23-Jun-22	28-Jun-22	■ Fire Marshal & BO Approval																																																	
0770	Building Permit	15	13-Sep-22	03-Oct-22	■ Building Permit																																																	
0750	DPW Sewer Connect Permit	5	13-Sep-22	19-Sep-22	■ DPW Sewer Connect Permit																																																	
0740	DPW Sewer Disconnect Permit	5	13-Sep-22	19-Sep-22	■ DPW Sewer Disconnect Permit																																																	
BIDDING & AWARD					15-Dec-22, BIDDING & AWARD																																																	
0460	Bidding - Phase 1	15	19-Apr-22	09-May-22	■ Bidding - Phase 1																																																	
01550	Scope Review Phase 1 Contractors	3	10-May-22	12-May-22	■ Scope Review Phase 1 Contractors																																																	
0150	Owner Approve Phase 1 GMP	0		15-Jun-22	◆ Owner Approve Phase 1 GMP																																																	
0240	Issue LNTP for Phase 1 Contract	1	16-Jun-22	16-Jun-22	■ Issue LNTP for Phase 1 Contract																																																	
0230	Issue and Execute Phase 1 Contract	15	17-Jun-22	08-Jul-22	■ Issue and Execute Phase 1 Contract																																																	
0470	Bidding - Phase 2	30	01-Aug-22	12-Sep-22	■ Bidding - Phase 2																																																	
0690	Scope Review Critical Phase 2 Contractors	5	06-Sep-22	12-Sep-22	■ Scope Review Critical Phase 2 Contractors																																																	
01410	Owner Approve Critical Phase 2 Contracts	2	13-Sep-22	14-Sep-22	■ Owner Approve Critical Phase 2 Contracts																																																	

■ Actual Work ◆ Milestone
■ Remaining Work ⇨ Summary
■ Critical Remaining Work

Farmington High School Building Project
Preconstruction Schedule
 Updated January 17, 2022



Farmington High School Building Committee- Invoice Tracking
 Central Office/Locker Room Renovation

Attachment B

Construction Solutions Group

Contract Amount- New FHS		\$49,446
Invoice Date	Invoice Amount	
	8/9/2021	\$1,030.00 Professional Services- July 2021
	9/1/2021	\$1,030.00 Professional Services- August 2021
	10/1/2021	\$1,030.00 Professional Services- Sept 2021
	11/1/2021	\$1,030.00 Professional Services- October 2021
	12/1/2021	\$1,030.00 Professional Services- November 2021
	1/19/2022	\$1,030.00 Professional Services- December 2021
Invoice Total:		\$6,180.00
Remaining Balance:		\$43,266.00

TSKP Studio

Contract Amount- Central Office/Locker Room		\$215,000.00
Invoice Date	Invoice Amount	
	8/9/2021	\$12,500.00 Professional Services-July 2021
	9/1/2021	\$12,500.00 Professional Services- August 2021
	10/1/2021	\$12,200.00 Professional Services- September 2021
	11/1/2021	\$12,200.00 Professional Services- October 2021
	12/15/2021	\$12,200.00 Professional Services- November 2021
	1/3/2021	\$12,200.00 Professional Servies- December 2021
Invoice Total:		\$73,800.00
Remaining Balance:		\$141,200.00

O&G

Contract Amount- Central Office/Locker Room		
Invoice Date	Invoice Amount	
	12/1/2021	Professional Services- October & \$3,384.62 November 2021
Invoice Total:		\$3,384.62
Remaining Balance:		

Farmington High School Building Committee- Invoice Tracking
 Farmington High School New Construction

Construction Solutions Group

Contract Amount- New FHS		\$1,084,647
Invoice Amount	Invoice Date	
	8/9/2021	\$22,597.00 Professional Services- July 2021
	9/1/2021	\$22,597.00 Professional Services- August 2021
	10/1/2021	\$22,597.00 Professional Services- September 2021
	11/1/2021	\$22,597.00 Professional Services- October 2021
	12/1/2021	\$22,597.00 Professional Services- November 2021
	1/3/2022	\$22,597.00 Professional Services- December 2021
Invoice Total:		\$135,582.00
Remaining Balance:		\$949,065.00

TSKP Studio

Contract Amount- New FHS		\$5,125,000.00
Invoice Date	Invoice Date	
	8/9/2021	\$292,500.00 Professional Services- July 2021
	9/1/2021	\$292,500.00 Professional Services- August 2021
	10/1/2021	\$292,800.00 Professional Services- September 2021
	11/1/2021	\$292,800.00 Professional Services- October 2021
	12/15/2021	\$292,800.00 Professional Services- November 2021
	1/3/2022	\$292,800.00 Professional Services- December 2021
Invoice Total:		\$1,756,200.00
Remaining Balance		\$3,368,800.00

O&G

Contract Amount- New FHS		
Invoice Date	Invoice Date	
		Professional Services- October & November
	12/1/2021	\$35,000.00 2021
Invoice Total:		
Remaining Balance		



FHSBC Early Enabling Package Evaluation

Assumptions	<ul style="list-style-type: none"> • The status of ineligible/eligible items is not impacted by the addition of an early enabling package • The State understands the delay in process and that receipt of a reimbursement approval letter would not preclude us from holding our PCR meeting with them and presenting the early enabling package as our first phase of construction to go out to bid. • The costs associated to the early enablement package would be drawn from contingency
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Estimated Cost	Benefit
<p><u>TSKP Required Design Costs:</u></p> <ul style="list-style-type: none"> • Site Design: \$68,300 • Site Construction Admin: \$21,940 <p><u>Potential Additional Costs:</u></p> <ul style="list-style-type: none"> • Electrical Design: \$11,000 • Electrical Construction Admin; \$5,500 <p><u>O&G Construction Management Costs:</u></p> <ul style="list-style-type: none"> • \$0 <p>Max Estimate: \$106,740</p>	<ul style="list-style-type: none"> • Uses summer months to limit the disruption to school operations for construction prep • Reduces a portion of the temporary construction costs that will have to be performed on 2nd shift or weekends due to working while school is in session

Known Risks	The project will be proceeding “at risk” until the reimbursement approval letter is received. This is not uncommon and receipt of the approval letter will eliminate any risk.
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