

Meeting Minutes
Farmington High School Building Committee Meeting
FHS Library/ZOOM Webinar
Wednesday, December 21, 2022
5:00 P.M.

Attendees:

Meg Guerrera, Chair
Johnny Carrier
Suraj Kurtakoti
Chris Fagan (via ZOOM)
Michael Smith (via ZOOM)
Beth Kintner (via ZOOM)
Kathy Greider, Superintendent of Schools
Scott Hurwitz, Asst. Superintendent of Finance & Operations
Sam Kilpatrick, Director of School Facilities
Kat Krajewski, Assistant Town Manager
Devon Aldave, Clerk of the Committee
Mark Garilli, Construction Solutions Group
Sam D'Agostino, Construction Solutions Group
Mike Small, Construction Solutions Group
Chris Cykley, Construction Solutions Group (via ZOOM)
Nelson Reis, O&G Industries
Lorel Purcell, O&G Industries (via ZOOM)
Mark Jeffko, O&G Industries (via ZOOM)

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 November 9, 2022 minutes.

Upon a motion made and seconded (Carrier/Kurtakoti) it was unanimously VOTED: to approve the November 9, 2022 minutes.

E. Correspondence Received 11/8/2022-12/19/2022

1) Hiral Parikh

- 2) **Christopher Wiles**
- 3) **Stella Deluca**
- 4) **Jeff Cohan**
- 5) **Arthur Simonian**
- 6) **Lorey Cavanaugh**
- 7) **Skip Mason**
- 8) **Elaine Carpino**
- 9) **Mary Messier**
- 10) **Tina Panik**
- 11) **Bing Hao**
- 12) **Gary Davis**
- 13) **Jean Pelletier**

Meg Guerrera reviewed the correspondences received.

F. Reports.

1) Chair Report.

Meg Guerrera reported that the FHS Building Committee received an award from the Town of Farmington in recognition of their hard work.

2) Town Council Liaison Report.

Johnny Carrier reported that the referendum to appropriate an additional \$9.7 million to the FHS Building Project passed on December 8th.

3) Board of Education Liaison Report.

No report.

4) 1928 Building Committee Liaison Report.

Chris Fagan reported that the 1928 Building Committee met on December 13th. The committee reviewed an updated conceptual design from the project architect. Chris stated that the 1928 Building Committee plans to provide a presentation to the Town Council at their January 10th meeting. The 1928 Building Committee is targeting the January 24th Town Council meeting to present the estimated cost of the project.

5) Owner's Representative Report.

Mark Garilli reported that the professional team continues to meet regularly on Mondays. Recent topics of discussion have included the remaining bid packages (miscellaneous metals, masonry, HVAC, plumbing). The professional team continues to evaluate cost

reduction items in the event that further cuts or reductions would need to be made.

6) Architect Report.

Meg Guerrero stated that representatives from TSKP Studio could not attend the meeting, however they shared that TSKP is coordinating with Richter & Cegan (Landscape Architect) for track and field throwing areas on the upper athletic fields. TSKP also shared that they are reviewing RFIs and critical steel shop drawings.

7) Construction Manager Report.

Nelson Reis reported that concrete is being placed and that steel work will begin in early February. The new detention drainage system is being installed where the tennis courts were located and the staging area is being relocated. Nelson reported that Russ Crist, FHS Principal, and his team did a quick walkthrough of the site, and that the Decision-Making Group has participated in the OAC meetings.

Loel Purcell reported that the bidding has been completed at this point with the exception of the tennis courts. Loel stated that the contractors have been vetted and O&G is prepared to make a recommendation of the trade contractors to be awarded which is on the agenda tonight. O&G has been working through the GMP language and aims to have this approved at the January 4th meeting.

8) Communications Subcommittee Report.

No report.

9) Professional Partnership Subcommittee Report.

No report.

10) Financial Report.

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

G. New Business.

1) To approve the following invoice package for Farmington Central Offices:

Name	Amount	Description
Construction Solutions Group	\$1,030.00	Professional Services Central

		Office (November 2022)
O&G Industries	\$1,692.28	Professional Services (November 2022)

Upon a motion made and seconded (Carrier/Kurtakoti) it was unanimously VOTED: to approve the invoice package for Farmington Central Offices.

2) To approve the following invoice package for Farmington High School:

Name	Amount	Description
Construction Solutions Group	\$22,597.00	Professional Services (November 2022)
O&G Industries	\$17,500.00	Preconstruction Services (October 2022)
O&G Industries	\$733,023.99	Contractor Payments
Innovative Engineering Services, LLC	\$448.00	Commissioning Services

Upon a motion made and seconded (Carrier/Kurtakoti) it was unanimously VOTED: to approve the invoice package for Farmington High School.

3) To approve the attached invoice from Local Color Ventures, LLC in the amount of \$2,865.00.

Upon a motion made and seconded (Carrier/Kurtakoti) it was unanimously VOTED: to approve the invoice from Local Color Ventures, LLC in the amount of \$2,865.00.

4) To approve the attached invoice from Tall Timbers Marketing in the amount of \$4,460.00.

Upon a motion made and seconded (Carrier/Kurtakoti) it was unanimously VOTED: to approve the invoice from Tall Timbers Marketing in the amount of \$4,460.00.

5) To approve the attached invoice from Burdon Enterprises in the amount of \$9,784.20

Upon a motion made and seconded (Carrier/Kurtakoti) it was unanimously VOTED: to approve the invoice from Burdon Enterprises in the amount of \$9,874.20.

6) To accept the following approved and rejected alternates as listed below for inclusion in the Guaranteed Maximum Price:

- **Accepted Alternates:**
 - **Alt. #1: Add one exterior horizontal sunshade per window**
 - **Alt. #2: Install porcelain tile in lieu of linoleum tile**
 - **Alt. #3b: Install wood ceiling in lieu of ACT as depicted for 3A and including the areas depicted for 3B on the drawings**
 - **Alt. #4: Add GWB soffits in stairwells under stairs & landings**
 - **Alt. #5: Install ground face CMU in lieu of gypsum board partition type M43 with wall covering**
 - **Alt. #6: Add operable windows to exterior curtainwall and storefront assemblies**
 - **Alt. #9: Install an operable wall between the Large Gym and Small Gym in lieu of a fixed wall in the same location**
 - **Alt. #10: Install elevator #3 in lieu of two storage rooms**

- **Rejected Alternates:**
 - **Alt. #3a: Install wood ceiling in lieu of ACT as depicted on the drawings**
 - **Alt. #7: Add a ballfield in lieu of a new grassy field**
 - **Alt. #8: Delete the abatement and demolition of Area G in the existing high school per the demolition drawings**

Upon a motion made and seconded (Carrier/Kurtakoti) it was unanimously VOTED: to accept the approved and rejected alternates as listed for inclusion in the Guaranteed Maximum Price.

7) To approve the award of the attached bid packages with accepted alternates.

Upon a motion made and seconded (Carrier/Kurtakoti) it was unanimously VOTED: to approve the award of the bid packages with accepted alternates.

8) To reject bid package 2.32 – Tennis Courts.

Upon a motion made and seconded (Carrier/Kurtakoti) it was unanimously VOTED: to reject bid package 2.32 – tennis courts.

9) Executive Session: Review and Discussion of RFQ/P Responses for Materials Testing Services.

Upon a motion made and seconded (Carrier/Kurtakoti) it was unanimously VOTED: to move to executive session at 5:30 P.M.

Open session resumed at 5:51 P.M.

10) To select _____ as the finalist for Materials Testing Services and to authorize the Town Manager to negotiate and sign a contract with the selected finalist.

Upon a motion made and seconded (Carrier/Kurtakoti) it was VOTED: to select Independent Materials Testing Laboratories (IMTL) as the finalist for Materials Testing Services and to authorize the Town Manager to negotiate and sign a contract with the selected finalist.

Voting in favor: Guerrero, Carrier, Kurtakoti, Fagan
Abstentions: Smith

H. Other Business.

None.

I. Adjournment.

Upon a motion made and seconded (Carrier/Kurtakoti) it was unanimously VOTED: to adjourn at 5:56 P.M.

Respectfully Submitted,

Devon Aldave
Clerk of the Committee

Farmington High School Building Committee
Financial Report-December 21, 2022

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	

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\$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	
\$4.23	Survey-Business Reply Postage- 3/11/21-3/17/21	
\$1,925.06	March Newsletter Postage- 3/25/2021	
\$110.06	Domain Name Registration -4/16/2021	
\$2,089.68	May Newsletter Postage-4/29/2021	
\$750.00	Tall Timbers Marketing-Additional Costs	
\$2,345.21	Explanatory Text Newsletter	
\$1,968.00	Briarwood Printing- Explanatory Text Newsletter	
\$23.24	Highland Park market	
\$229.72	Squarespace Annual hosting fee	
\$301.90	CM RFQ Legal Notice	
\$166.62	Olees Pizza- Food for CM Interviews	
\$291.48	hartford courant legal notice for Professional Engineering Services RFQ	
\$416.58	hartford courant legal notice for Commissioning Services RFQ	
\$1,978.87	Postage for FHSBC Newsletter	

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\$4,150.00	Tall Timber Marketing Invoice-5/25/2022
\$1,978.61	Postage for FHSBC Newsletter- May 2022
\$7,500.00	Tall Timbers Marketing Phase II Communication Plan
\$229.72	Annual Website Hosting
\$354.82	Hartford Courant Bid Advertising- September 2022
\$1,126.76	Hartford Courant Legal Notice for Materials Testing RFQ/P
\$4,460.00	Newsletter printing and postage- November 2022
\$2,865.00	Explanatory Text Newsletter Printing- December 2022
\$2,175.73	Postage for Explanatory Text Newsletter- December 2022
\$265.42	Hartford Courant Bid Advertising for Materials Testing RFQ/P

Total Expense: **\$65,096.56**

Current Account Balance **\$638,910.44**

<i>Professional Partners-Invoice (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	\$32,482.00	\$32,500.00	\$0.00
CSG	\$95,121.00	\$105,690.00	\$10,569.00
TSKP Studio	\$130,000.00	\$130,000.00	\$0.00
 <i>Sustained Communications Plan</i>			
Tall Timbers Marketing	\$17,838.00	\$24,750.00	\$6,912.00
 Total Invoices Approved to Date	 \$540,050.00		
 Updated Account Balance (with invoices)	 \$98,860.44		

Remaining Balances

Remaining Balances (see above) \$25,981.00

Farmington High School Building Committee
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Total Remaining Balances **\$25,981.00**

Total On Hand **\$72,879.44**