

**Agenda
1928 Building Committee
Tuesday, January 23, 2024
Town Hall Council Chambers
4:30 P.M.**

Please click the link below to access the webinar:

<https://us02web.zoom.us/j/87259831873>

Webinar ID: 872 5983 1873

- A. Call to Order.
- B. Pledge of Allegiance.
- C. Public Comment.
- D. Minutes.
 - 1) To approve the minutes from the December 12, 2023, meeting.
- E. Correspondence.
- F. Reports.
 - 1) Chair Report. (Mastrobattista)
 - 2) Town Council Liaison Report. (Capodiferro)
 - 3) FHS Building Committee Report. (Fagan)
 - 4) Architect Report. (Nardi/Stein)
 - a. Review of Cost Estimate dated January 8, 2024.
 - 5) Value Engineering Subcommittee Report. (Mastrobattista)
 - a. Review list of VE Considerations.
 - 6) Communications Subcommittee Report. (Baron/Kleinman)
 - 7) Interior Design & Finishes Subcommittee Report. (Baron/Greco/Kemper)
 - a. Review of Recommended Interior Design & Finishes – Nardi
 - 8) Financial Report. (Blonski)
- G. New Business.
 - 1) To approve the attached invoice from Silver Petrucelli + Associates in the amount of \$28,000.00.
 - 2) To approve the list of VE Considerations as presented.
 - 3) To accept the design development documents and updated cost estimate with approved VE considerations and authorize Silver Petrucelli + Associates to proceed with the development of construction documents.
 - 4) To approve the Interior Design & Finishes Subcommittee's recommendations as presented. (To be provided at the meeting)
 - 5) To review proposals and pricing received by Silver/Petrucelli + Associates for Environmental Design, and to take any action on the selection of a finalist.

- 6) Executive Session: Review and Discussion of RFP Responses for Commissioning Services and Professional Engineer Review Services in accordance with Conn. Gen. Stat. §§1-200(6) and 1-210(b) (24).
- 7) To select _____ as the finalist for Commissioning Services.
- 8) To select _____ as the finalist for Professional Engineering Review Services.
- 9) To authorize the Town Manager and Professional Partnership Subcommittee to negotiate and sign a contract with the selected firm for Commissioning Services.
- 10) To authorize the Town Manager and Professional Partnership Subcommittee to negotiate and sign a contract with the selected firm for Professional Engineering Review Services.

H. Other Business.

I. Adjournment.

CC: Maureen Frink, Town Clerk
Committee Members

MOTION:

Agenda Item D-1

To approve the minutes from the December 12, 2023, meeting.

/Attachment

**Minutes
1928 Building Committee
Tuesday, December 12, 2023
Town Hall Council Chambers
4:30 P.M.**

Attendees:

Peter Mastrobattista, Chair
Joe Capodiferro, Town Council Liaison
Chris Fagan, FHS Building Committee Liaison
Jean Baron, Resident
Jack Kemper, Resident
Kathy Blonski, Town Manager
Kat Krajewski, Assistant Town Manager
Russ Arnold, Director of Public Works/Town Engineer
Scott Hurwitz, Asst. Superintendent of Finance & Operations
Chris Nardi, Silver Petrucelli + Associates
Devon Aldave, Clerk of the Committee

A. Call to Order.

The meeting was called to order at 4:32 P.M.

B. Pledge of Allegiance.

The committee members recited the Pledge of Allegiance.

C. Public Comment.

None.

D. Minutes.

1) To approve the minutes from the November 14, 2023, meeting.

Upon a motion made and seconded (Capodiferro/Fagan) it was unanimously VOTED: to approve the minutes for the November 14, 2023, meeting.

E. Correspondence.

None.

F. Reports.

1) Chair Report. (Mastrobattista)

No report.

2) Town Council Liaison Report. (Capodiferro)

Joe Capodiferro reported that the current Town Council will hold their last meeting tonight. A new Council will be sworn in in January.

3) FHS Building Committee Report. (Fagan)

Chris Fagan reported that the FHS Building Project is on time and on budget. He also reported that Construction Solutions Group (Owner's

Representative for the FHS Building Project) and the FHS Building Committee have amicably agreed to separate. Russ Arnold has been appointed Project Manager for the FHS Building Project.

4) Architect Report. (Nardi/Stein)

a. Review of Design Development Documents

Chris Nardi briefly reviewed the design development documents with the committee. He explained that the documents will be included on the agenda for approval in January. The design development documents are recorded with these minutes as Attachment A.

b. Review of Interior Finishes

Chris Nardi reviewed interior finishes concepts with the committee. These concepts are recorded with these minutes as Attachment B.

5) Communications Subcommittee Report. (Baron/Kleinman)

Kat Krajewski reported that the Communications Subcommittee will meet on January 23rd to review an upcoming newsletter.

6) Value Engineering Subcommittee Report. (Mastrobattista)

a. Meeting Scheduled for January 9, 2023, at 4:30 p.m.

Peter Mastrobattista reported that the Value Engineering Subcommittee will meet on January 9, 2023, at 4:30 p.m. to review an updated cost estimate and discuss potential VE items.

7) Financial Report. (Blonski)

Kathy Blonski reviewed the financial report with the committee.

G. New Business.

1) To approve the attached invoice from Silver Petrucelli + Associates in the amount of \$56,000.00.

Upon a motion made and seconded (Capodiferro/Fagan) it was unanimously VOTED: to approve the attached invoice from Silver Petrucelli + Associates in the amount of \$56,000.00.

2) To establish an Interior Design & Finishes Subcommittee.

Upon a motion made and seconded (Capodiferro/Fagan) it was unanimously VOTED: to establish an interior design & finishes subcommittee with the following members:

- Jean Baron
- Jack Kemper

3) To approve the draft RFP for Commissioning Services as presented.

Kat Krajewski reviewed the draft RFP with the committee.

Upon a motion made and seconded (Capodiferro/Fagan) it was unanimously VOTED: to approve the draft RFP for Commissioning Services as presented.

4) To approve the draft RFP Rating Form for Commissioning Services as presented.

Upon a motion made and seconded (Capodiferro/Fagan) it was unanimously VOTED: to approve the draft RFP Rating Form for Commissioning Services as presented.

5) To approve the draft RFP for Professional Engineering Review Services as presented.

Kat Krajewski reviewed the draft RFP with the committee.

Upon a motion made and seconded (Capodiferro/Fagan) it was unanimously VOTED: to approve the draft RFP for Professional Engineering Review Services as presented.

6) To approve the draft RFP Rating Form for Professional Engineering Review Services as presented.

Upon a motion made and seconded (Capodiferro/Fagan) it was unanimously VOTED: to approve the draft RFP Rating Form for Professional Engineering Review Services as presented.

7) To approve the inclusion of Environmental Design consultants in Silver/Petrucelli + Associates' scope of services and to request that Silver/Petrucelli receive proposals and pricing.

Chris Nardi and Kat Krajewski discussed the inclusion of an environmental design consultant in SPA's scope of services. Kat explained that approval of this motion would authorize SPA to receive pricing for environmental design consulting and report the pricing to the committee for final approval. If the committee feels that the pricing is too high, the committee can reject that price and move forward with a formal bidding process.

The benefit of including an environmental design consultant to SPA's scope of services is that the timing and onboarding of the environmental design consultant would be much quicker than going out to bid. Kat explained that the FHS Building Committee handled the inclusion of an environmental design consultant in the same manner.

8) To approve the 2024 Meeting Schedule for the 1928 Building Committee.

Upon a motion made and seconded (Capodiferro/Fagan) it was unanimously VOTED: to approve the 2024 Meeting Schedule for the 1928 Building Committee.

H. Adjournment.

Upon a motion made and seconded (Capodiferro/Fagan) it was unanimously VOTED: to adjourn at 5:19 P.M.

Respectfully Submitted,

Devon Aldave
Clerk of the Committee

1928 Building Committee
Financial Report - January 23, 2024

Agenda Item F-8

Starting Balance 2022 **\$175,000.00**

Expenses from this 1928 Building Committee:

Date	Amount	Description
8/19/2022	\$272.26	Annual website hosting fee (Squarespace)
8/19/2022	\$63.81	Website domain names
9/9/2022	\$264.50	Nutmeg TV - services for 7/26 meeting
9/13/2022	\$17,715.00	Silver/Petrucci Invoice - professional services for August 2022
10/1/2022	\$16,870.00	Silver/Petrucci Invoice - professional services for September 2022
11/1/2022	\$15,180.00	Silver/Petrucci Invoice - professional services for October 2022
12/1/2022	\$10,120.00	Silver/Petrucci Invoice - professional services for November 2022
1/4/2023	\$2,175.73	Postage for 1928 Newsletter
1/8/2023	\$3,235.00	Local Color Ink - Printing and presorting of 1928 Newsletter
1/18/2023	\$15,690.00	Silver/Petrucci Invoice - professional services for December 2022
2/14/2023	\$2,181.72	Postage for 1928 Newsletter #2
2/18/2023	\$4,364.00	Local Color Ink - Printing and presorting of 1928 Newsletter #2
2/28/2023	\$8,100.00	Silver/Petrucci Invoice - professional services for January 2023
3/14/2023	\$2,025.00	Silver/Petrucci Invoice - professional services for February 2023
5/2/2023	\$1,012.50	Silver/Petrucci Invoice - professional services March 2023
5/23/2023	\$1,012.50	Silver/Petrucci Invoice - professional services April 2023
7/20/2023	\$293.53	Annual website hosting fee (Squarespace)
7/20/2023	\$63.81	Renewal of website domain names
12/16/2023	\$338.39	Legal Notice- Commissioning Services
12/16/2023	\$317.54	Legal Notice- Professional Engineering Services

Total Expense: **\$101,295.29**

Account Balance **\$73,704.71**

1928 Building Committee
 Invoice Tracking

Agenda Item F-8

<i>Silver Petrucelli + Associates</i>		
Contract Amount- New FHS	\$	885,000.00
Invoice Date	Invoice Amount	
8/1/2023	\$8,400.00	Professional Services- July 2023
9/1/2023	\$33,600.00	Professional Services- August 2023
10/1/2023	\$56,000.00	Professional Services- September 2023
11/1/2023	\$84,000.00	Professional Services- October 2023
12/1/2023	\$56,000.00	Professional Services- November 2023
1/15/2024	\$28,000.00	Professional Services- December 2023
Invoice Total:	\$266,000.00	
Remaining Balance:	\$619,000.00	

MOTION:

Agenda Item G-1

To approve the attached invoice from Silver Petrucelli + Associates in the amount of \$28,000.00.

/Attachment



SILVER PETRUCELLI + ASSOCIATES

3190 WHITNEY AVENUE HAMDEN CT 06518
311 STATE STREET NEW LONDON CT 06320
203 230 9007 silverpetrucelli.com

Town of Farmington
Kathleen Blonski
Email Only

Invoice number 24-026
Date 01/15/2024

Project **22.189 Farmington - 1928 School
Building Office Conversion (Design)**

Professional services through December 31, 2023.

Description	Contract Amount	Percent Complete	Total Billed	Prior Billed	Current Billed
Design Development	280,000.00	95.00	266,000.00	238,000.00	28,000.00
Construction Documents	280,000.00	0.00	0.00	0.00	0.00
Bid	25,000.00	0.00	0.00	0.00	0.00
Construction Administration	300,000.00	0.00	0.00	0.00	0.00
Total	885,000.00	30.06	266,000.00	238,000.00	28,000.00

Invoice total **28,000.00**

Invoice Summary

Description	Contract Amount	Total Billed	Prior Billed	Current Billed
Design Development	280,000.00	266,000.00	238,000.00	28,000.00
Construction Documents	280,000.00	0.00	0.00	0.00
Bid	25,000.00	0.00	0.00	0.00
Construction Administration	300,000.00	0.00	0.00	0.00
Total	885,000.00	266,000.00	238,000.00	28,000.00

Approved by:

Christopher T. Nardi
Project Manager

MOTION:

Agenda Item G-2

To approve the list of VE Considerations as presented.

NOTE:

The list of VE Considerations were reviewed and approved by the Value Engineering Subcommittee at their January 16, 2024, meeting. Approval of this list will keep the 1928 Building Project on target for the \$16 million total project budget set by the Town Council.

/Attachment

January 16, 2024 [Revised January 19, 2024]

Farmington 1928 – Design Development VE Considerations [SP+A]

<u>Description</u>	<u>Estimated Hard Costs</u>
1. Metal Composite in lieu of Stone at New Lobby Fascia [Estimate Error]	\$35,000
2. Provide Rubber Sports Floor in Multi-Purpose in lieu of Wood	\$41,000
3. Eliminate Exterior Seating Walls Near Front Entrance [Provide Benches]	\$57,000
4. Eliminate [1] Flag Pole – [2] to Remain	\$5,000
5. Reduce Ceramic Tile in New Toilet Rooms to Wet Walls Only	\$14,400
6. Leave Existing Chimney [Currently Shown for Demolition]	\$10,000
7. Reduce Acoustical Treatment within Multi-Purpose	\$18,000
8. Eliminate Vinyl Wall Covering in Conference Rooms [Provide Paint]	\$23,000
9. Eliminate Reconstruction of Porticos on E/W Exits *	\$65,000 *
10. Exterior Doors at Multi-Purpose and Recreation to Steel [Aluminum]	\$5,000
11. Reduce Allowances for Exterior Restoration	\$150,000
12. <u>Reduction in Abatement Scope [To Be Determined During CD]</u>	<u>\$150,000</u>

* Include Reconstruction of Porticos in Bid as Add Alternate

TOTAL Hard Construction Cost **\$573,400**

Contingencies / Escalation / GC Fees / Insurance [14%] \$80,300

Total Potential Savings **\$653,700**

Added Scope: Cost not to exceed \$110,000

Repurpose Existing Generator from High School for 1928 use with new pad, wiring/conduit, sound enclosure, and screening.

MOTION:

Agenda Item G-3

To accept the design development documents and updated cost estimate with approved VE considerations and authorize Silver Petrucelli + Associates to proceed with the development of construction documents.

NOTE:

Link to the Design Development Documents:

https://drive.google.com/file/d/1srNJ2QBYCFbvwkIQ8R4nsA_FH0sl2hQL/view?usp=sharing

MOTION:

Agenda Item G-4

To approve the Interior Design & Finishes Subcommittee's recommendations as presented (To be provided at the meeting).

NOTE:

The Interior Design & Finishes Subcommittee's recommendations will be provided at the meeting.

MOTION:

Agenda Item G-5

To review proposals and pricing received by Silver/Petrucci + Associates for Environmental Design, and to take any action on the selection of a finalist.

NOTE:

At the December 12, 2023, 1928 Building Committee meeting, the committee approved the inclusion of the of Environmental Design Consultant in Silver/Petrucci's scope of services.

Silver/Petrucci + Associates will review the proposals received and provide a recommendation at the meeting.

MOTION:

Agenda Item G-6

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

Responses to any request for proposals or bid solicitation issued by a public agency or any record or file made by a public agency in connection with the contract award process, until such contract is executed or negotiations for the award of such contract have ended, whichever occurs earlier, provided the chief executive officer of such public agency certifies that the public interest in the disclosure of such responses, record or file is outweighed by the public interest in the confidentiality of such responses, record or file;

That attendance in the Executive Session shall be limited to:

Voting and Non-Voting Members of the 1928 Building Committee
Professional Partners – Chris Nardi

NOTE:

Approval of this motion shall be by 2/3 vote.

MOTION:

Agenda Item G-7

To select _____ as the finalist for Commissioning Services.

NOTE:

After executive session, the committee will return to public session and name a finalist.

MOTION:

Agenda Item G-8

To select _____ as the finalist for Professional Engineering Review Services.

NOTE:

After executive session, the committee will return to public session and name a finalist.

MOTION:

Agenda Item G-9

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

NOTE:

Upon the Town's completion of a due diligence reference check, the selected firm will be contacted and a meeting will be coordinated with the members of the Professional Partnership Subcommittee to finalize the agreement.

Per the General Conditions section of the RFP, by submitting a response, the firm agrees and warrants that if awarded a contract, they will execute the draft agreement that was provided as an attachment without modification, condition, or exception.

MOTION:

Agenda Item G-10

To authorize the Town Manager and Professional Partnership Subcommittee to negotiate and sign a contract with the selected firm for Professional Engineering Review Services.

NOTE:

Upon the Town's completion of a due diligence reference check, the selected firm will be contacted and a meeting will be coordinated with the members of the Professional Partnership Subcommittee to finalize the agreement.

Per the General Conditions section of the RFP, by submitting a response, the firm agrees and warrants that if awarded a contract, they will execute the draft agreement that was provided as an attachment without modification, condition, or exception.