

Agenda  
Farmington High School Building Committee  
Wednesday, June 28, 2017  
Farmington High School Library  
4:30 PM

- A. Call to Order.
  - B. Public Comment.
  - C. Minutes.
    - 1) To approve the attached May 3, 2017 minutes. **(Attachment 1)**
    - 2) To approve the attached April 5, 2017 minutes as amended. **(Attachment 2)**
  - D. Various Communications and Written Appeals.
  - E. To approve the following invoices:
    - 1) Dan Hansen, Educational Consultant, for the revision of the Educational Specifications in the amount of \$900. **(Attachment 3)**
    - 2) Colliers International in the amount of \$8,048. **(Attachment 4)**
    - 3) Kaestle Boos Associates, Inc. in the amount of \$8,920. **(Attachment 5)**
    - 4) Kaestle Boos Associates, Inc. in the amount of \$4,460. **(Attachment 6)**
  - F. To review the attached financial report. **(Attachment 7)**
  - G. Other Business.
  - H. Adjournment.
- cc: Committee Members  
Paula Ray, Town Clerk  
Interested Parties

Minutes are considered "DRAFT" until approved at next meeting

Minutes  
Farmington High School Building Committee  
Wednesday, May 3, 2017

**Present:**

William Wadsworth  
Hilary Donald  
Johnny Carrier  
Jean Baron  
Dan Kleinman  
Justin Bernier  
Mecheal Hamilton

Kathy Eagen, Town Manager  
Kathy Greider, Superintendent  
Bill Silva, High School Principal  
Tim Harris, Director of School Facilities  
Vincent LaFontan, School Business Manager  
Russ Arnold, Director of Public Works  
Meredith Trimble, Town Council Liaison  
Kathryn Howroyd, Clerk of the Committee  
Marc Sklenka, Colliers International  
Chuck Boos, Kaestle Boos Associates  
Paul Dominov, Kaestle Boos Associates  
Enrico Chiarillo, Kaestle Boos Associates  
Firdos Khericha, Kaestle Boos Associates  
Ken Biega, O&G Industries, Inc.  
Bruce Gelbar, O&G Industries, Inc.

**A. Call to Order.**

The chair called the meeting to order at 4:30 p.m.

**B. Public Comment.**

None.

**C. Minutes.**

**1) To approve the attached April 5, 2017 minutes.**

Chairman Wadsworth informed the committee that the April 5, 2017 minutes are still in draft form. No action.

**D. Various Communications and Written Appeals.**

The committee received comments and opinions via email and through the project website. This correspondence and all correspondence received after agenda packets were distributed are recorded with these minutes as Agenda Item D.

**E. To approve the attached invoice from Kaestle Boos Associates, Inc. in the amount of \$16,359.28.**

Upon a motion made and seconded (Kleinman/Baron) it was unanimously VOTED: to approve the invoice from Kaestle Boos Associates, Inc. in the amount of \$16,359.28.

Minutes are considered "DRAFT" until approved at next meeting

**F. To approve the attached invoice from Colliers International in the amount of \$7,814.00.**

Upon a motion made and seconded (Baron/Carrier) it was unanimously VOTED: to approve the invoice from Colliers International in the amount of \$7,814.00.

**G. Reports/Updates.**

**1) Owner's Representative Report (Sklenka)**

Marc Sklenka, Colliers International, provided the committee with an Owner's Project Manager Report and reviewed the contents of the report. A copy of this report is recorded with these minutes as Agenda Item E-1.

**2) Architect Report (Dominov)**

No Report.

**3) Construction Manager Report (Biega)**

No Report.

**4) Financial Report (Eagen)**

Town Manager Kathy Eagen provided the committee with a financial update and reported that the expenses to date are \$145,536.36. A copy of the financial report is recorded with these minutes as Agenda Item E-4.

**H. To approve the schematic design package and cost estimate and refer the project to the Board of Education and Town Council for approval.**

Marc Sklenka, Paul Dominov and Ken Biega presented the schematic design budget to the committee. A copy of the presentation is recorded with these minutes as Agenda Item H-1.

Paul Dominov provided an overview of the plans (nothing has changed since the last meeting) and displayed the renderings created for community outreach.

Ken Biega reviewed the phasing plan in detail and distributed a site logistics plan for the committee to review. A copy of the sight logistics plan is recorded with these minutes as Agenda Item H-2.

Marc Sklenka reminded the committee that the original range for Option D1 was \$125.5m- \$139.3m. The added square footage (collaboration space and team locker rooms), in addition to moving the Board of Education in the 1928 Building brought the total project budget up to approximately \$142m. Marc informed the committee that Town and School administration prioritized value engineering options to reduce the overall price, and reviewed the line items with the committee. He explained that "Tier 1" cuts do not compromise the delivery of education at Farmington High School. A copy of the value engineering options is recorded with these minutes as Agenda Item H-3.

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It was determined that parking lot modifications were another area where the project cost can be reduced, as the paving base and sub base were determined in response to a geotechnical report, and exceed Town standards. The islands in the parking lot will also cause issues for snow removal. These items will be presented to the Town Plan and Zoning Commission for consideration.

The committee had general discussion regarding the 1928 building. Dan Kleinman spoke to the importance of the 1928 building and believes in maintaining the building for future use. It was clarified that only part of the building will be renovated for Board of Education use, but the entire building will be abated, and the space remaining will be a clean building for potential future use.

Justin Bernier thanked the team for putting together the cost estimates. He believes this option is not the best public policy outcome and that the process has been rushed towards a referendum date, leaving many opportunities on the table. He believes the selected option is a "hybrid approach," building a new school on the site of the old building. He suggested tabling the plan and revisiting it in the future to create a "more efficient solution." Mr. Bernier submitted testimony for the record, a copy of his testimony is recorded with these minutes as Agenda Item H-4.

Jean Baron explained that the committee has done a lot of work looking at many options presented by the consultants. She reminded the committee that the process began much earlier, as the Board of Education provided reports and reviews of the facility beginning in 2013. She believes this is the least disruptive phasing option for the students, and supports the selected option. She believes it is time for us to do the right thing for Farmington High School and the Town.

Hilary Donald expressed that the site has been her biggest concern, as it is a difficult site to work with. She has been struggling with parking situation and the amount of playing fields and has not found a magical solution. She would like us to consider the site constraints moving forward.

Bill Wadsworth commented that the committee established the full team last fall. The architect was required, per contract, to submit 3 options for the committee for selection, but willingly went back to complete 4 more options after the committee re-addressed the options to reduce the size of the building. The process was previously delayed, as we were originally scheduled to bring the project to referendum with the Town budget on April 27, 2017. He appreciates the use of the 1928 building for the Board of Education.

Upon a motion made and seconded (Carrier/Baron) it was VOTED: to approve the concepts as presented with the following modifications:

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Leave the Board of Education in the 1928 building, Remove all of Tier 1 Value Engineering Recommendations, Remove the Value Engineering line item for Item I12, and remove the Parking Lot Modifications to set a total project budget at \$135.6m.

Adopted.

Voting yes were Wadsworth, Carrier, Baron, Kleinman, and Hamilton.

Voting no was Bernier.

Town Manager Kathy Eagen reviewed the tax impact at \$136m less estimated state reimbursement. A copy of the bond schedule is recorded with these minutes as Agenda Item H-5.

## **I. Other Business.**

Chairman Wadsworth informed the committee that there will be a presentation to the Town Plan and Zoning Commission on Monday, May 8, 2017.

Kat Howroyd reviewed upcoming events at Farmington Public Schools and informed the committee how the events are structured and the expectations. She reminded committee members to volunteer for upcoming events by emailing her their availability.

Kathy Eagen informed the committee that handouts will be available at the events. A newsletter that was recently approved by the communications subcommittee will be mailed to all residents. A handout on the phasing plan will also be created to distribute at future events.

Chairman Wadsworth informed the committee that we will not be scheduling another building committee until after the referendum. Kathy Eagen reviewed the upcoming schedule:

May 22, 2017	Board of Education Meeting:
7:00 PM	Approval of schematic drawings and project cost estimate
May 23, 2017	Town Council Meeting:
7:00 PM	Approval of schematic drawings and project cost estimate
	Set a Special Town meeting and referendum
	Refer the project to the Town Plan and Zoning Commission for a report under C.G.S § 8-24
June 5, 2017	Expected Special Town Meeting
7:00 PM	
June 8, 2017	FHS Building Tour
6:00 PM	
June 15, 2017	Expected Town Referendum

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**J. Adjournment.**

Upon a motion made and seconded (Carrier/Baron) the meeting adjourned at 6:04 p.m.

Respectfully Submitted,

Kathryn Howroyd, Clerk of the Committee

DRAFT

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Minutes  
Farmington High School Building Committee  
Wednesday, April 5, 2017

**Present:**

William Wadsworth  
Hilary Donald  
Johnny Carrier  
Jean Baron  
Dan Kleinman  
Justin Bernier

Kathy Eagen, Town Manager  
Kathy Greider, Superintendent  
Bill Silva, High School Principal  
Tim Harris, Director of School Facilities  
Vincent LaFontan, School Business Manager  
Meredith Trimble, Town Council Liaison  
Kathryn Howroyd, Clerk of the Committee  
Marc Sklenka, Colliers International  
Enrico Chiarillo, Kaestle Boos Associates  
Firdos Khericha, Kaestle Boos Associates  
Ken Biega, O&G Industries, Inc.

**Absent:**

Mecheal Hamilton  
Russ Arnold, Director of Public Works

**A. Call to Order.**

The chair called the meeting to order at 4:32 p.m.

**B. Public Comment**

None.

**C. Minutes.**

**1) To approve the attached March 1, 2017 minutes as amended.**

Upon a motion made and seconded (Kleinman/Carrier) it was unanimously VOTED: to approve the March 1, 2017 minutes as amended. A copy of the approved amended minutes is recorded with these minutes as Agenda Item C-1.

**2) To approve the attached March 22, 2017 minutes.**

Upon a motion made and seconded (Bernier/Carrier) it was unanimously VOTED: to approve the March 22, 2017 minutes.

**D. Various Communications and Written Appeals.**

The committee received comments and opinions via email and through the project website. This correspondence and all correspondence received after agenda packets were distributed are recorded with these minutes as Agenda Item D.

**E. Reports/Updates.**

**1) Owner's Representative Report (Sklenka)**

Minutes are considered "DRAFT" until approved at next meeting

Marc Sklenka, Colliers International, provided the committee with an Owner's Project Manager Report and reviewed the contents of the report. A copy of this report is recorded with these minutes as Agenda Item E-1.

**2) Architect Report (Dominov)**

Enrico Chiarillo, Kaestle Boos Associates, presented the updates of Option D1. A copy of the presentation is recorded with these minutes as Agenda Item E-2.

The committee had general discussion regarding:

- Parking Concerns- The committee reviewed the traffic circulation and voiced concerns about the amount of parking spots onsite.
- Lights on the tennis courts-Superintendent Kathy Greider stated that the current lights are on 50% of the tennis courts and the standard would be to do the same on the new courts.
- Amount of tennis courts- The current plans show a reduction in the number of tennis courts from 8 to 6. Justin Bernier questioned the reasoning behind the reduction and asked for input from the FHS Athletic Director.
- There was general concern that students would be crossing the hallway in the cafeteria to get their food, as the seating is located on the other side of the hallway. Tim Harris commented that approximately 20% of the students do this now and does not believe it is a major concern. Enrico Chiarillo commented that a large portion of the student population will be in their classrooms while the others are at lunch, so the hallway will not be as congested during the lunch waves.
- Lunch wave schedule- FHS Principal Bill Silva informed the committee that a new building allows the administration to develop a new schedule. He does not know what that schedule will be at this time, as the new building is approximately five years away. Currently, the first lunch period starts prior to 10:00 a.m. and he would anticipate the first lunch wave in the new building starting at approximately 10:30a.m. Mr. Bernier expressed his concern that he does not believe this is a better outcome than the current lunch wave schedule. He believes that scheduling issues should be addressed before building a new cafeteria.

**3) Construction Manager Report (Biega)**

Ken Biega, O&G Industries, Inc. informed the committee that he is looking forward to receiving the schematic design package and working on the project budget.

**4) Financial Report (Eagen)**

Town Manager Kathy Eagen provided the committee with a financial update and reported that the expenses to date are \$105,362.01. A



Minutes are considered "DRAFT" until approved at next meeting

copy of the financial report is recorded with these minutes as Agenda Item E-4.

**F. To approve the attached invoice from ATC Group Services, LLC in the amount of \$23,250.**

Kathy Eagen and Marc Sklenka informed the committee that invoice is for hazmat services from the contractor selected by the FHS Building Committee. This invoice is for the total contracted amount.

Upon a motion made and seconded (Carrier/Baron) it was unanimously VOTED: to approve the invoice from ATC Group Services, LLC in the amount of \$23, 250.

**G. Other Business.**

- 1) April 10, 2017 preliminary presentation to Town Plan and Zoning Commission.
- 2) FPS District Events

Bill Wadsworth thanked the schematic design subcommittee for their assistance in the development of the schematic design drawings.

Kathy Eagen reminded the committee that they are scheduled for a preliminary presentation to the Town Plan and Zoning Commission on Monday, April 10, 2017. Chairman Wadsworth, representatives from Kaestle Boos Associates Inc., and a representative from Colliers International will make the presentation. Chairman Wadsworth reminded the committee that this is a public meeting and anyone is welcome to attend.

Kat Howroyd informed the committee that she has compiled a list of events at Farmington Public Schools from now until the referendum and has put them on the online platform "Sign Up Genius" for committee members to register for the events. The sign up genius link will be emailed to committee members. Kathy Eagen suggested having 1 committee member and 1 Board of Education staff member present at each of the events to answer questions and distribute information. Some events may require the architect to attend and give a presentation to the audience.

**H. Adjournment.**

Upon a motion made and seconded (Kleinman/Carrier) the meeting adjourned at 5:24 p.m.

Respectfully Submitted,

Kathryn Howroyd, Clerk of the Committee

Attachment 3

EDUCATIONAL CONSULTANT

DANIEL S. HANSEN  
DHANSEN1@COMCAST.NET

1 JAGGER LANE  
CHESTER, CONNECTICUT 06412

PHONE: 860-526-5178  
CELL: 860-304-3592

Invoice

Kathryn Howroyd  
Management Specialist, Town Manager's Office  
1 Monteith Drive  
Farmington, CT 06032

May 5, 2017

Kat,

This is a list of the work I have done related to the Farmington High School Educational Specifications Project from mid-March 2017 to date. It has been a pleasure to work with Farmington on the project.

Dan

Date	Hours	Location	Description of Work	Fees:
3/15/17	4	Home Office	Ed Spec revisions	\$300
3/16/17	2	Town Hall	Review of Ed Spec revisions with team	\$150
3/17/17	1	Home Office	Ed Spec Revisions	\$ 75
3/28/17	4	Home Office	Ed Spec revisions	\$300
4/18/17	1	Home Office	Additional revisions to Music and Performing Arts	\$ 75
<b>Total Hrs:</b>	<b>12</b>			<b>Total Fee to date: \$900.00</b>

RECEIVED  
MAY - 5 2017  
TOWN MANAGER

CH

Strategic Building Solutions, LLC  
dba Colliers International  
135 New Road  
Madison, CT 06443  
(860) 395-0055 fax(203) 779-5661  
Attn: Cyndee Stewart (X121) cyndee.stewart@colliers.com

RECEIVED  
MAY - 9 2017  
TOWN MANAGER

Invoice No. 17891

INVOICE

TO: Town of Farmington  
Kathleen Eagen  
Town Manager  
1 Monteith Drive  
Farmington, CT 06632

Invoice Date: 4/30/2017  
Purchase Order Date:  
Purchase Order Number:  
Federal Tax ID Number: 06-1468602  
Terms: Net 30 Days

Contract Summary			
Contract Description:	High School Modernization		
Contract Amount		\$	46,400
Previous Invoices:		\$	(38,665)
Current Billing Period & Amount:	4/1/2017 - 4/30/2017	\$	(7,735)
Contract Amount Remaining:		\$	-

Current Invoice			Amount Due
<b>I. Description of Services</b>			
A	Update and manage milestone schedule		
B	Attend building committee meetings and provide update		
C	Develop VE Ideas for SD Package		
D	Review SD cost estimates from O&G		
E	Develop Total Project Budget for SD Package		
F	Meet with Town Manager to discuss project status		
G	Meet with sub-committee to discuss alternate options to pursue		
H	Meet with Working Group to discuss technical topics		
<b>II. Professional Service Fee:</b>			\$ 7,735
<b>III. Reimbursable Expenses</b>			\$ 313
	Mileage	\$ 69	
	Parking		
	Printing	\$ 244	
	<b>Total</b>	<b>\$ 313</b>	

KAT

Internal Office Use:

Total this Invoice \$ 8,048  
Total Past Due  
**Total Amount Due \$ 8,048**

Report Actions

Standard *journyx.com* report header

&lt;&lt; Saturday, April 1, 2017 through Sunday, April 30, 2017 &gt;&gt;

<u>Date</u>	<u>User</u>	<u>Client:Project</u>	<u>Expense Code</u>	<u>Comment</u>	<u>Amount</u>
Monday, April 3, 2017	SBS Expenses	Farmington, Town of: Farmington High School Modernization	Other/Misc	Ciel	244.07
<i>Total for Farmington, Town of: Farmington High School Modernization</i>					<b>244.07</b>
<i>Total for Other/Misc</i>					<b>244.07</b>
Tuesday, April 4, 2017	Sklenka, Marc	Farmington, Town of: Farmington High School Modernization	Service	UNITS = 53.00 mi COMMENT = To office from FHS	28.36
Monday, April 24, 2017	Sklenka, Marc	Farmington, Town of: Farmington High School Modernization	Service	UNITS = 76.00 mi COMMENT = To O&G from home, then office	40.66
<i>Total for Farmington, Town of: Farmington High School Modernization</i>					<b>69.02</b>
<i>Total for Service</i>					<b>69.02</b>
<i>Subtotal 04/01/2017-04/30/2017</i>					<b>313.09</b>
<b>Grand Total</b>					<b>313.09</b>

###

**KAESTLE BOOS**  
 associates, inc

Attachment 5  
 KAT

April 28, 2017

Kathleen A. Eagen  
 Town Manager  
 Town of Farmington  
 1 Monteith Drive  
 Farmington, CT 06032



Re: Farmington, CT - Farmington High School Schematic Design & Est.  
 Farmington, CT  
 KBA #16035.00  
 Invoice #7

<b>Initial Architectural/Engineering Contract Fee</b>						<b>\$89,200.00</b>
<b><u>Paid to Date</u></b>						<b>\$59,460.72</b>
<b><u>Description</u></b>	<b><u>Contract Amount</u></b>	<b><u>% Work To Date</u></b>	<b><u>Amount Billed</u></b>	<b><u>Previous Billed</u></b>		<b><u>This Inv Billed</u></b>
Contract Progress Payment	89,200.00	95.00%	84,740.00	75,820.00		8,920.00
	89,200.00		84,740.00	75,820.00		8,920.00
<b>Total Fixed Fee</b>						<b>\$8,920.00</b>

**Invoice Total** **\$8,920.00**

Statement of Account **Net 30 Days**

Invoice #	Date	0 - 30	31 - 60	61 - 90	91 - 120	121 +	Total AR
6	03/30/2017	\$16,359.28					\$16,359.28
7	04/28/2017	\$8,920.00					\$8,920.00

416 Slater Road, P.O. Box 2590, New Britain, CT 06050-2590  
 Phone: 860-229-0361 ▲ Fax: 860-229-5303  
 Additional office located in Massachusetts  
 Email: kba@kba-architects.com ▲ Web: www.kba-architects.com

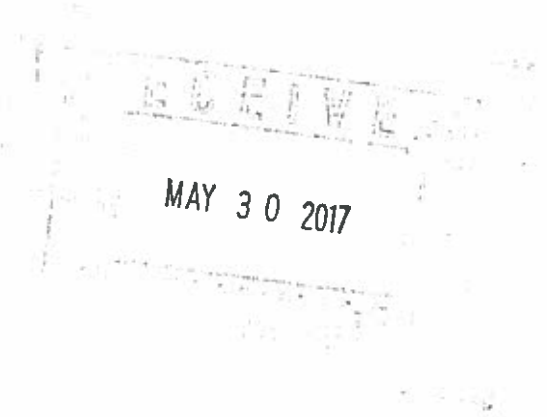
# KÆSTLE BOOS

associates, inc

May 28, 2017

Kathleen A. Eagen  
Town Manager  
Town of Farmington  
1 Monteith Drive  
Farmington, CT 06032

KAE



Re: Farmington, CT - Farmington High School Schematic Design & Est.  
Farmington, CT  
KBA #16035.00  
Invoice #8

<b>Initial Architectural/Engineering Contract Fee</b>					<b>\$89,200.00</b>
<b><u>Paid to Date</u></b>					<b>\$75,820.00</b>
<b>Description</b>	<b>Contract Amount</b>	<b>% Work To Date</b>	<b>Amount Billed</b>	<b>Previous Billed</b>	<b>This Inv Billed</b>
Contract Progress Payment	89,200.00	100.00%	89,200.00	84,740.00	4,460.00
	89,200.00		89,200.00	84,740.00	4,460.00
<b>Total Fixed Fee</b>					<b>\$4,460.00</b>

**Invoice Total** **\$4,460.00**

Statement of Account Net 30 Days

Invoice #	Date	0 - 30	31 - 60	61 - 90	91 - 120	121 +	Total AR
7	04/28/2017	\$8,920.00					\$8,920.00
8	05/28/2017	\$4,460.00					\$4,460.00

**KAESTLE BOOS**  
associates, inc

Invoice No: 8  
Project No: 16035.00

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Subtotal:	\$13,380.00	\$13,380.00
Total Amount Now Due		\$13,380.00

# Farmington High School Building Committee

Cost Category	Original Contract Amount	Total Expenses To	
	(Budgeted)	Revised Contract Amount	Date
KBA Architects	\$89,250.00	\$89,250.00	\$76,037.38
Colliers	\$48,000.00	\$48,000.00	\$39,776.00
O & G	\$18,000.00	\$18,000.00	\$0.00
Office Supplies	\$25,000.00	\$25,000.00	\$18,050.59
Current Expense	\$5,000.00	\$5,000.00	\$2,463.83
Ed Spec Consultant	\$10,000.00	\$10,000.00	\$7,425.00
Hazardous Materials	\$23,250.00	\$23,250.00	\$23,250.00
Geotechnical Engineering	\$11,500.00	\$11,500.00	\$9,800.00
<b>Total Project Costs</b>	<b>\$230,000.00</b>	<b>\$230,000.00</b>	<b>\$176,802.80</b>

Authorization	\$500,000.00
Expenses to Date	\$176,802.80
Pending Expenses	\$39,428.00
Remaining Balance	\$283,769.20

\* Does not include some miscellaneous expenses (i.e. June Postage Adjustmnet/Chartwells)