

TOWN OF NEWINGTON

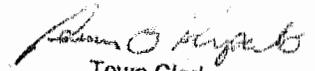
ANNA REYNOLDS SCHOOL PROJECT BUILDING COMMITTEE

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CORRECTED REGULAR MEETING MINUTES

June 17, 2021, Zoom Event


Town Clerk

CORRECTIONS ARE IN BOLD PRINT

- I. Call to Order – Committee Chairperson Stephen Woods called the meeting to order at 5:16 PM.
- II. Roll Call – Members present: Stephen Woods, Chairperson; Michael Camillo, Chris Miner, Steven Silvia, and Cindy Stamm. Others present: Paul Dominov and Jennifer Mangiagli, Kaestle Boos Associates; Chris Cykley and Marnie Liska, Construction Solutions Group; Maureen Brummett, Ph.D., Superintendent of Schools; Lou Jachimowicz, Chief Finance and Operating Officer; Jason Smith, Reynolds School Principal; James Krupienski, Town Clerk; and Jeff Baron, Director of Administrative Services.
- III. Take Action on Prior Meeting Minutes – Mr. Camillo made a motion that the Committee accept the minutes of the June 3rd meeting as written. A second to the motion was made by Ms. Stamm. There was no discussion. The motion passed by a vote of 5 YES to 0 NO.
- IV. Public Participation – None.
- V. Architect's Status Report – presented by Ms. Mangiagli. The Project Architect continued to have site visits and to learn more about the building. Ms. Liska also participated and provided information on what the Owner's Project Manager can do moving forward. Ms. Liska has been very helpful. Site logistics were looked at as well. An updated and revised concept will be submitted. Kaestle Boos Associates will show the floor plan and schematic design concept at the next meeting they are on the Agenda. The Project Architect reached out to the Building Official and the Fire Marshal for history and historical information. Mr. Silvia stated that he was looking to follow up on an e-mail that he sent about additional on-site classrooms, flexibility and mobility. Ms. Liska could respond a little more thoroughly as part of her Owner's Project Manager Status Report.
- VI. Owner's Project Manager Status Report – Presented by Ms. Liska. The previous Friday she issued the Request for Proposals (RFP) to the four Construction Manager firms that were finalists. She will issue an Addendum after this meeting with any changes the Building Committee wants to include. The RFP had been distributed in advance of the meeting, but she put the RFP up on the screen for Committee members to see. It was e-mailed to the four short listed firms. A description of the project was reiterated, along with the project budget. American Institute of Architects (AIA) document A133 will be used for preconstruction services. Bids will lead to a Guaranteed Maximum Price (GMP) that will be approved by the Building Committee. That will lead to a GMP amendment to AIA A133. The RFP talked about

the services we want the Construction Manager to provide. The architect is proceeding with the Schematic Design phase. A fee proposal will be received from the Construction Manager candidates. Ms. Liska is looking for a Project Superintendent, a Project Engineer and a Project Manager. The staffing matrix will be part of the RFP. Candidates will complete the form by inserting the number of hours in the boxes. Councilor Miner asked about the Construction Manager not being involved in the Schematic Design phase. He was told that Kaestle Boos Associates would schedule a presentation next week with Dr. Brummett and Mr. Smith. It is about timing. She felt it was appropriate. Interviews are scheduled for July 1st from 5:15 through 8:30 PM. They will allow for a 30-minute presentation and ten minutes for a question and answer session.

On eliminating the Schematic Design phase, she didn't want the Construction Managers to bid on something they wouldn't provide. The Construction Manager will provide estimating services for Alternates for **two** scenarios. This will not result in any delay of the conceptual design. A key part of the proposals is the preconstruction services lump sum figure. She is working on the Addendum to answer questions and to notify Construction Manager candidates of the scheduled walkthrough Monday at 2:00 PM at the school. She is revising the RFP to reflect elimination of the Conceptual Design phase services, and the revised due date. **Trade Contractors will now be responsible for dumpsters, temporary toilets, hand washing stations and rubbish removal.** She will also revise the pricing form. Construction Services will have two parts: staff cost and services. This will allow for easier comparison. She will eliminate the recommended Construction Manager contingency fee. She will also be looking for a monthly fee adjustment. If they finish early, that is the amount they will have to give back.

She has also been working on a phasing plan exercise (the phasing plan presented is attached to these minutes). She met last week with Kaestle Boos Associates, Dr. Brummett, Mr. Jachimowicz and Mr. Smith. The Construction Manager will also get involved in this process. This was needed to advise the Construction Managers of the complexity of phasing. The phasing plan is fluid, with participation from others. She showed the proposed Phasing Plan on the screen, with blue areas being the temporary classrooms used for swing space and green showing the area of each phase. The contractor will take possession of the gym for Phase 1 only. The contractor needs a staging area next to the construction area for each phase. The contractor will have to relocate the staging area at each phase. The staging area will be blocked off with chain link fence and privacy fabric. Ms. Liska presented six phases in all. There is no duration identified for the phases, but Phase 6 will be in the summer of 2024, so that at the start of the 2024-25 school year all students and staff will move into finished spaces. This extra time will have no cost impact to the project, which will now move to 27 months. We can capitalize on this summer by performing hazardous materials abatement activity and ordering long lead items. It is prudent to show the Construction Managers the phases while they are working on pricing.

Mr. Woods added that, to respond to Mr. Silvia's question, no students would be relocated outside the building. There could be programs that were relocated. It is possible that the pre-kindergarten program could be relocated outside the building. We need the swing space areas to keep phasing down. Even with the pre-kindergarten program moving, six phases would still be needed. Mr. Silvia said that he understands the logic. If we were able to relocate the 4th grade to another facility, for example, could that reduce the number of spaces and allow for more swing space? This calls for the project to go out through the summer of 2024. His experience is that the longer the schedule, the greater the cost. Ms. Liska responded that there would be huge benefits to relocating away grades that could be

moved. It would make the construction as least disruptive as possible. It doesn't alleviate the problem of renovating this section (Phase 6) of the building without relocating, for instance, the cafeteria/temporary kitchen. It would be an extremely disruptive situation. The parent drop-offs and pick-ups and the buses all come off of Reservoir Road. If the parent drop-off/pick-up area was shutoff, this traffic would be mixed with the buses. Even relocating the office would present problems. To keep everyone safe you need to do this work during the summer.

Mr. Miner asked, if it is done in the summer of 2024, why not in the summer of 2023 instead? He also stated that the sooner we get a Construction Manager, the better off we will be. He asked if the Committee's recommendation will go to the Town Council for action on July 13th? Mr. Woods stated that he never wants to push the Town Council, but he can speak with the Mayor and the Town Council leadership. Mr. Miner stated that otherwise we are almost into August. Is that desirable or not?

Ms. Liska returned to the issue with delaying the Conceptual Design. Otherwise it will compress the time for the architect to provide their services- including an early bid package and a full set of documents for the rest of the project. They would not have enough time to do this. She will work to see if she can reduce the number of phases. Dr. Brummett stated that she had looked at the phasing plan with Mr. Smith. No other school can take more than a few classrooms. The school system does not have that kind of space. She wanted to verify that the summer of 2022 will be strictly for abatement and securing materials. Ms. Liska stated that lead times were long, and not just because of COVID related issues. For instance, exterior windows are 8-12 weeks, and the elevator also. That is after the approval of shop drawings. No shop drawings can be submitted without a complete set of project drawings. Ms. Liska stated that she would look at moving the front entrance work into the second summer.

The Construction Manager will have to work with the school, but the phasing plan could change. It is a better scenario if we tell bidders now what the schedule will be. She hopes to prevent something by making it clear. She would rather have them price six phases than only four and then later say they need six phases.

Mr. Woods asked about the courtyard. Ms. Liska responded that the courtyard will be affected during each phase. There is also some cracking on the foundation. The structural engineer feels it needs to be addressed. The project will dig up the courtyard a little bit. If the school still wants to use the courtyard, the contractor will have to fence it off. Mr. Miner asked what the schedule was for Conceptual Design. Ms. Mangiagli stated that Design Development was scheduled to start next month (mid-July). The cost established for the Schematic Design would be reconciled with the Construction Manager, then they would move on to Design Development. Ms. Liska suggested that Kaestle Boos Associates go back to look at the schedule and to update it, showing a Construction Manager on board for August. Mr. Miner asked if, by giving up a month, the Committee was really giving up three months? Ms. Mangiagli did not feel she could answer the question at that time. Mr. Woods stated that he would ask the Town Council to put it on the Agenda for a vote at the first meeting, and that would pick up two weeks.

- VII. Consideration of Construction Manager Qualification Statements – No action taken.
- VIII. Any Other Business Pertinent to the Committee – No action taken. Mr. Baron notified the Committee that he would be out of the office from June 25th through July 5th and that he

would miss the next meeting. Mr. Woods stated that he would be provided with minutes and any motions taken.

- IX. Public Participation – None.
- X. Comments by Members – None.
- XI. Adjournment – the meeting adjourned at 6:24 PM.

Respectfully submitted,

Jeff Baron

Jeff Baron
Director of Administrative Services