

Meeting Minutes
Farmington High School Building Committee Meeting
FHS Library/ZOOM Webinar
Wednesday, July 6, 2022
5:00 P.M.

Attendees:

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

A. Call to Order.

The meeting was called to order at 5:11 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 June 8, 2022 minutes.

Upon a motion made and seconded (Ku/Carrier) it was unanimously
VOTED: to approve the June 8, 2022 minutes.

2) To approve the attached June 15, 2022 minutes.

Upon a motion made and seconded (Ku/Guerrera) it was unanimously
VOTED: to approve the June 15, 2022 minutes.

E. Correspondence Received 6/14/2022 – 6/30/2022.

None.

F. Reports.

1) Chair Report.

No report.

2) Town Council Liaison Report.

No report.

3) Board of Education Liaison Report.

No report.

4) 1928 Building Committee Liaison Report.

Chris Fagan reported that the 1928 Building Committee issued and received responses for a Request for Qualifications for Architectural and Related Engineering Services for Schematic Design and Preparation of a Construction Cost Estimate for Renovations of the "1928 Building." The 1928 Building Committee will meet on July 12, 2022 to shortlist firms for interviews on July 26, 2022.

The committee will also review takeaways from stakeholder meetings with the Community & Recreational Services Department and the Probate Office at their next meeting.

5) Owner's Representative Report.

Mark Garilli stated that the work group met last week to review the cost estimate reconciliations and to work on the alternate and VE list. Mark stated that weekly specialty meetings are being held with the professional partners.

The professional partners have received feedback from Versteeg Associates (Code Review Services). The Professional Engineering Review and Structural Steel Reviews will be distributed to the design team in the coming weeks.

6) Architect Report.

Ryszard Szczypek stated that TSKP Studio continues to wrap up the Construction Documents which will be on the agenda for approval at the next meeting. TSKP Studio received the feedback from the Third-Party Code Review consultant and immediately distributed it to the design team. Ryszard stated that there was some lag time between the design set that Versteeg received and the most current design documents, so some of the feedback has already been addressed.

Ryszard stated that TSKP Studio received a permit approved from DEEP. The Office of the State Traffic Administration (OSTA) permit is far along in the process, but not approved yet.

7) Construction Manager Report.

Lorel Purcell stated that there are no significant updates to the preconstruction schedule. Nelson Reis reported that a Phase I Construction Kickoff meeting was held. Site work will begin on Monday, July 11th for Phase I Early Enabling.

8) Communications Subcommittee Report.

Meg Guerrera reported that the Communications Subcommittee met prior to this meeting. Topics of discussion included website updates, the "Good Neighbor Flyer" which will be handed out to neighbors in the Highlands when site work begins next week and planning for a groundbreaking ceremony.

9) Professional Partnership Subcommittee Report.

No report.

10) Financial Report.

Devon Aldave presented the Financial Report which is recorded with these minutes as Attachment A.

G. New Business.

1) To approve the attached invoice from Tall Timbers Marketing in the amount of \$7,500.00.

Upon a motion made and seconded (Ku/Carrier) it was unanimously VOTED: to approve the invoice from Tall Timbers Marketing in the amount of \$7,500.00.

2) To accept the updated cost estimate and approve the updated VE list and alternate list as presented.

Mark Garilli reviewed the updated cost estimate, VE list, and alternate list. Mark Garilli also stated that he will update the grand VE list and share it with the committee.

Michael Smith thanked the professional partners and working group for their hard work during the VE process. He stated that Town leaders should begin a thoughtful dialogue regarding the fact that around \$10 million has been value engineered out of the project to remain under the construction budget even though the project has gained an additional \$14 million in reimbursement from the State of Connecticut. Beth Kintner also expressed concern from the Board of Education's perspective regarding the extent of the items and features that have been value-engineered, cut, or added to the alternate list; and what this means for the overall project with respect to what the BOE and the community voted on last year. With a significant increase in the State reimbursement rate, Beth hopes that something can be done on the Town-side to help compensate for what has been lost due to escalation. Johnny Carrier stated that

Town Staff and Town Council have begun discussing this internally. He also stated that any potential future overages are hypothetical at this point, until bids come in.

FHS Building Committee members came to a consensus to update the motion to include clarifying language regarding the tennis courts, which will be part of a separate bid package in an effort to reduce cost.

Upon a motion made and seconded (Ku/Carrier) it was unanimously VOTED: to amend the motion to read the following: To accept the updated cost estimate and approve the VE list with tennis courts as a separate bid package and alternate list as presented.

Upon a motion made and seconded (Ku/Carrier) it was unanimously VOTED: to accept the updated cost estimate and approve the VE list with tennis courts as a separate bid package and alternate list as presented.

H. Adjournment.

Upon a motion made and seconded (Carrier/Ku) it was unanimously VOTED: to adjourn at 6:56 P.M.

Respectfully Submitted,

Devon Aldave
Clerk of the Committee

Farmington High School Building Committee
Financial Report-July 6, 2022

Attachment A

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
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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 Domian- 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	

Farmington High School Building Committee
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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	

Farmington High School Building Committee

Financial Report-July 6, 2022

\$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

Total Expense: \$53,619.11**Current Account Balance \$650,387.89**

<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
 <i>Total Invoices Approved to Date</i>	 \$540,050.00		

Updated Account Balance (with invoices) \$110,337.89**Remaining Balances**

Remaining Balances (see above) \$25,981.00

Total Remaining Balances \$25,981.00**Total On Hand \$84,356.89**