

Agenda  
Farmington High School Building Committee  
Special Meeting  
Wednesday, June 5, 2019  
Farmington High School Library  
4:00 PM

**\*Please Note the Time Change\***

- A. Call to Order.
- B. Pledge of Allegiance.
- C. Public Comment.
- D. Correspondence- None.
- E. Minutes.
  - 1) To approve the attached May 22, 2019 minutes.
- F. Presentations- None.
- G. Reports.
- H. Interview firms for Owner's Representative Services.
  - 4:15 p.m. – Colliers International
  - 5:15 p.m. – Construction Solutions Group (CSG)
  - 6:15- 6:45 p.m. – Short break for dinner
  - 6:15 p.m. – Skanska
  - 7:15 p.m. – STV | DPM
- I. Executive Session: Review and Discussion of RFP Responses for Owner's Representative Services in accordance with Conn. Gen. Stat. §§1-200(6) and 1-210(b) (24).
- J. To take any action on the selection of a finalist to provide Owner's Representative Services.
- K. To authorize the Town Manager and the Professional Partnership Subcommittee to negotiate and sign a contract with the selected Owner's Representative.
- L. Adjournment.

cc: Committee Members  
Paula Ray, Town Clerk  
Interested Parties

MOTION:

Agenda Item E-1

To approve the attached May 22, 2019 minutes.

/Attachment

Minutes are considered "DRAFT" until approved at next meeting.

Minutes  
Farmington High School Building Committee  
Wednesday, May 22, 2019  
5:00 PM

**Present:**

Meg Guerrera, Chair	Kathy Blonski, Town Manager
Johnny Carrier	Kathy Greider, Superintendent
Sharon Mazzochi	Scott Hurwicz, FHS Principal
Ellen Siuta	Vince La Fontan, School Business Administrator
Chris Fagan	Tim Harris, Director of School Facilities
Garth Meehan	Paul Cianci, Town Council Liaison
Michael Smith	Beth Kintner, Town Council Liaison
	Kathryn Krajewski, Clerk of the Committee

**Absent (Excused):**

None

**A. Call to Order**

The chair called the meeting to order at 5:03 P.M.

**B. Pledge of Allegiance.**

The committee members and audience recited the Pledge of Allegiance.

**C. Public Comment.**

Jay Tulin, 39 Timberline Drive, updated the committee on participation with the friends program and 4 students and 2 faculty members expressed interest in participating. He believes this is a good opportunity to receive great feedback from students at the school. He also informed the committee that the US Access Board is holding a webinar on June 6<sup>th</sup> regarding Accessible Public Rights-of-Way if any committee member is interested in attending.

Alan Coykendall, 15 Whispering Rod Road, expressed that cost was a big reason for the project's failure last time. He believes a successful project will be achieved if you control the cost and make the public aware.

Samantha, a Farmington High School student, informed the committee that she completed her music capstone project on performing arts and the learning of students. She expressed her concern for the auditorium size and condition. She said the acoustics are poor and it is hard to listen to each

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other on stage. Other concerns she addressed include limited space backstage, in the orchestra room, and drama classroom(s).

Christopher St. James, 11 Brightwood Road, Unionville, is proud of the school but believes the facility's shortcomings are limiting future generations. He asked the committee not to kick the can down the road and address the facility issues now, including the athletic fields. He also expressed that 5 PM is not an ideal time for the most public participation and exposure.

Pam Fisher, 5 Jules Court, Unionville, addressed the ADA compliance issues and the needs of the facility. She exclaimed that the public needs to be informed of all that is wrong with the FHS facility.

#### **D. Correspondence.**

##### **1) Correspondence from Online Comment Form- Meghan Naujoks**

Meghan Guerrera explained that based on the correspondence that was received online and public comment at the last Building Committee meeting, the committee has come up with a compromise and set a goal to schedule at least one of the monthly meetings at a 7:00 pm start time. The agenda content, such as interviews, may require meetings to start at an earlier start time, but there is a motion on today's agenda to update the meeting schedule with varying start times through August. The committee will re-evaluate the 7:00 PM start time based on attendance and determine the next steps at that time.

Meg Guerrera also distributed correspondence received by Bob Bonato. This correspondence was sent to Kathy Greider in February of 2018, and Mr. Bonato wanted the new committee reviewed his recommendations as well. A copy of the letter is recorded with these minutes as Attachment A.

#### **E. Minutes.**

##### **1) To approve the attached May 8, 2019 minutes.**

Upon a motion made and seconded (Carrier/Mazzochi) it was unanimously VOTED: to approve the May 8, 2019 minutes.

#### **F. Presentations**

None.

#### **G. Reports**

##### **1) Professional Partnership Subcommittee.**

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Johnny Carrier informed the committee that the Professional Partnership Subcommittee met last Friday 5/17 to continue their review of the architect RFP. The subcommittee will continue to update the Architect RFP before the Owner's Representative provides comments and edits. The subcommittee also discussed the feedback they received from the Town Council regarding buildings on the municipal campus.

**2) Site Evaluation Subcommittee.**

Garth Meehan informed the committee that the Site Evaluation Subcommittee had an excellent second meeting yesterday morning. They have vetted all potential sites in Town that would be suitable for a high school. The subcommittee eliminated sites for various reasons, such as topography, deed restrictions, traffic, etc. The subcommittee is looking at the remaining sites in more detail and plans on bringing the selected Owner's Representative into the conversation to evaluate these locations further.

**3) Communications Subcommittee.**

Kathy Greider informed the committee that the Communications Subcommittee held their first meeting on 5/15. The subcommittee reviewed the one pager that was created by the FHS Facility and Financial Ad Hoc Committee, reviewed information from Guilford and Wethersfield to see what methods they used in their effective projects, talked about social media and launching a website, and discussed community and school events including coffee with the building committee, parks and recreation athletic events, senior center events, and business events.

The subcommittee's next meeting is scheduled for June 12<sup>th</sup> at 8:30 am and they plan on looking at the website, discussing a logo and tagline, reviewing the edits to the one pager, and discussing social media.

**4) Financial Subcommittee.**

Meg Guerrera informed the committee that the Financial Subcommittee met on 5/21. The subcommittee reviewed financial forecasts provided by Joe Swetcky, Director of Finance. The committee will discuss how to communicate the financial information to the public at their next meeting. The subcommittee will coordinate with communications subcommittee and other committees to determine their messaging.

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Vince LaFontan added that Joe Swetcky & Kathy Blonski have done an excellent job planning out in the future to put us in a good position.

### **5) Town Council Liaisons**

Beth Kintner reported that the Town Council met last Tuesday, and they were asked to give some feedback/consensus on the 1928 building as well as the other buildings and structures on this municipal campus.

It was the consensus of the Town Council to allow the architects to consider the entire municipal campus with the understanding that if the Town Hall or Library were to be removed the cost of reproducing them at their current level or better would need to be included in their proposal and that the Staples House would have to be moved and not demolished.

The committee had general discussion on the importance of having the entire municipal campus considered for the competitive design, which will enable the architects to put together the most efficient plan to meet the needs of the facility. Garth Meehan reminded the committee that the architects can also look at another location, if the site evaluation subcommittee deems one appropriate.

Michael Smith noted that it is important for the committee to create a visual to show residents where we are in the process. With the number of meetings taking place, he is afraid that someone may jump in the discussion and not see the full context of the decisions being made. He suggested making in clear on our agenda where we are on the timeline, so everyone is on the same page when they attend our meetings. The committee agreed that this is a good idea and will be incorporated. It was suggested that the committee charge flow chart be used to show where we are in the process.

### **H. To approve the attached updated meeting schedule.**

The meeting schedule was updated to include varying start times through August. The FHS Building Committee will strive to hold at least one meeting per moth at 7:00 PM.

Upon a motion made and seconded (Meehan/Smith) it was unanimously VOTED: to approve the attached updated meeting schedule.

### **I. To approve the attached interview process and questions.**

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Meg Guerrera explained that the Professional Partnership Subcommittee approved the interview process, and questions to ask each of the firms. The subcommittee felt a question about reimbursement should be included. Meg Guerrera explained that questions will be assigned prior to the interviews.

Kat Krajewski explained that the interview worksheet on the second page is for the committee members to take notes during the interviews.

Upon a motion made and seconded (Meehan/Fagan) it was unanimously VOTED: to approve the attached interview process and questions.

**J. Executive Session**

Upon a motion made and seconded (Carrier/Meehan) it was unanimously VOTED: to move to Executive Session for the review and discussion of RFP Responses for Owner's Representative Services at 5:38 PM with voting and non-voting members of the Farmington High School Building Committee in attendance.

The committee returned to open session at 6:15 PM.

**K. To select the final candidates for interviews.**

Upon a motion made and seconded (Carrier/Meehan) it was unanimously VOTED: to select the following firms for an interview on June 5, 2019 at 4:00 p.m. with the Farmington High School Building Committee for the selection of Owner's Representative:

Colliers International  
Constructions Solutions Group (CSG)  
Skanska  
STV | DPM

A copy of the RFP rating summary form is recorded with these minutes as Attachment B.

It was noted that all interviews will be conducted in public and the Town will send notice to the companies regarding the interviews. The committee also discussed that they plan to go into executive session after the interviews to make a selection.

The Committee had general discussion regarding the checking of references prior to the interviews. After questioning if it would skew the process or

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create a bias, the committee decided to continue with the normal process of doing and reference checks as part of a due diligence background and reference check upon award.

**L. Adjournment.**

The meeting adjourned at 6:33 P.M.

Respectfully Submitted,

Kathryn Krajewski  
Clerk of the Committee

February 28, 2018

Dear Superintendent Greider,

Although I know a new high school is presently a far-reaching possibility, albeit important, I had a thought and followed it through by designing a new school. I think that the on-site location is original and the project has some distinctly positive features. Perhaps this initial work will get a discussion started!

Despite not having all the relevant criteria and specs, I've flushed out the vast majority of details necessary to put together a modern, comprehensive building that reflects the school board's latest goals.

As with any venture and decision there are some unavoidable drawbacks but my list of advantages outweigh them. I feel also that there is a fair amount of flexibility in the interior design, placement of classrooms and subject assignments. The size of the classrooms can be adjusted.

As you will see on the enclosed scale drawings, the location is up against the upper Field Hockey fields, and there are 4 levels plus a lower level. I didn't know how the square footage gets calculated, e.g. upper level of aud/gyms, but I don't see it going higher than 240,000 square feet.

#### Advantages:

- There is ample 'fill' onsite and perhaps some to sell as the hill is excavated.
- There would be no traffic at the level of the fields. (Top floor would be visible).
- The building is against the hill of the fields so construction would cause a minimum disturbance.
- The building can be constructed without disturbance to present school, except at the end.
- Incorporating the building into the hill may have positive HVAC results
- The building is a consolidated, rectangular footprint, approx. 385 ft. by 180 ft. with addition
- The building front faces south with no windows on the north exposure
- The building will occupy unused land
- There is flexibility of interior design with ample administrative and teacher office space.
- Flexibility of interior design applies to the classrooms as well.
- There is ample space for mechanicals and maintenance
- A technical educational wing abuts the west of the building, accessible from within and outside
- Auditorium and gyms would be state of the art at ground level(no stairs!)
- Additional functional rooms are listed below
- 5 stairwells can provide for healthy fitness
- A garage for maintenance equipment abuts the Tech Educ wing.
- Very doubtful there would be any negative zoning considerations
- When the present builds are razed, much level land will be realized
- Closeby parking and a patio/gathering space is included

#### Disadvantages:

- Cost of extensive concrete walls
- There are 4 levels plus a lower level thereby requiring substantial movement
- Some interior rooms are without natural light(Main level: Caf, Music area, gyms(skylights possible)  
2<sup>nd</sup> level: Multi media, library and 16 classrooms, 3<sup>rd</sup> level: CPU lab and 6 classrooms, 4<sup>th</sup> level:  
AP/APP lab, and 6 classrooms(skylights possible).
- Field hockey fields may have to be cut back some
- The 1996 wings would have to be razed to complete the outside area at the end of construction

Rooms:

46 Classrooms  
12 Science rooms-plus chemical/equipment storage  
3+ Special Education plus several smaller rooms optional  
6 Learning Community rooms  
2 Gyms; Locker rooms; Fitness room, Team conference room and Referee/Coaches room  
Auditorium/Stage/AV area on 2<sup>nd</sup> level; Lighting catwalk  
Multi-Media Room  
Band/Orchestra Room; Practice rooms; Instrument storage  
Choral Room  
Studio Theater  
Green Room  
Cafeteria  
Library  
Guidance Conference Room; offices  
Conference Areas  
Administrative rooms; Nurse office  
Ample teacher offices  
CPU Lab  
AP/APP Lab  
3 Technology Education rooms-high ceilings possible  
Ample storage  
Rooftop GreenHouse possible  
Rooms not specifically designated on plans: Art, Foreign Lang., Soc. Studies, Lang. Arts, <sup>math,</sup> others  
5 Stairwells  
2 Elevators  
Handicap Parking  
Visitor Parking  
Patio/Gathering Space  
2 Mechanical/Maintenance/Custodial areas  
Attached Maintenance Garage

The scale of the plans are approximately 1 in. = 45 ft. or ¼ in. = approx. 11- 12 ft.

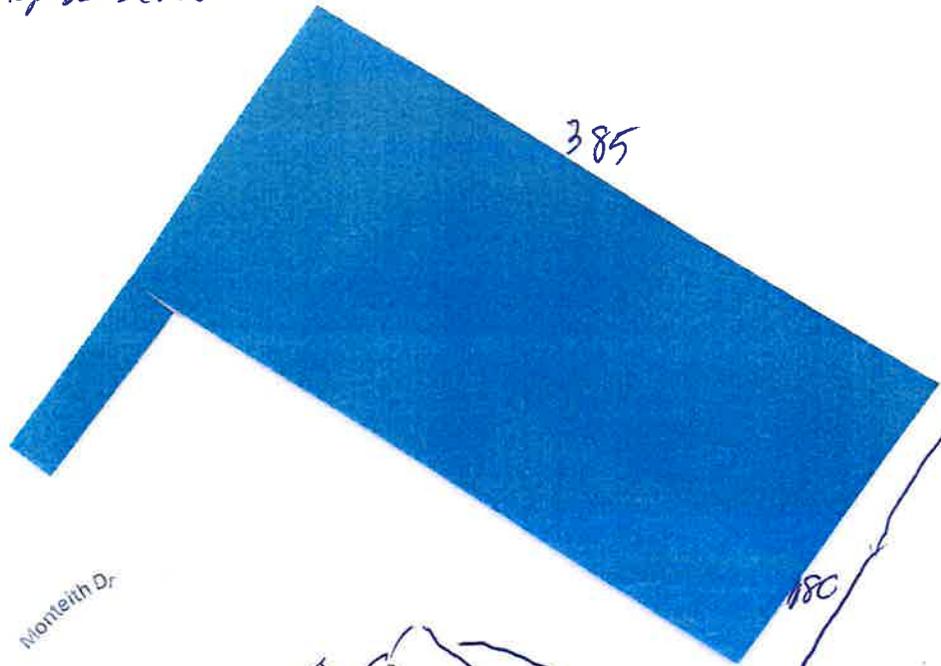
Bob Bonato  
41Northwoods Rd.  
Farmington, CT 06032  
860 673-5251  
Bob@BonatoDesign.com

*Feel free to share ideas with any interested party -*

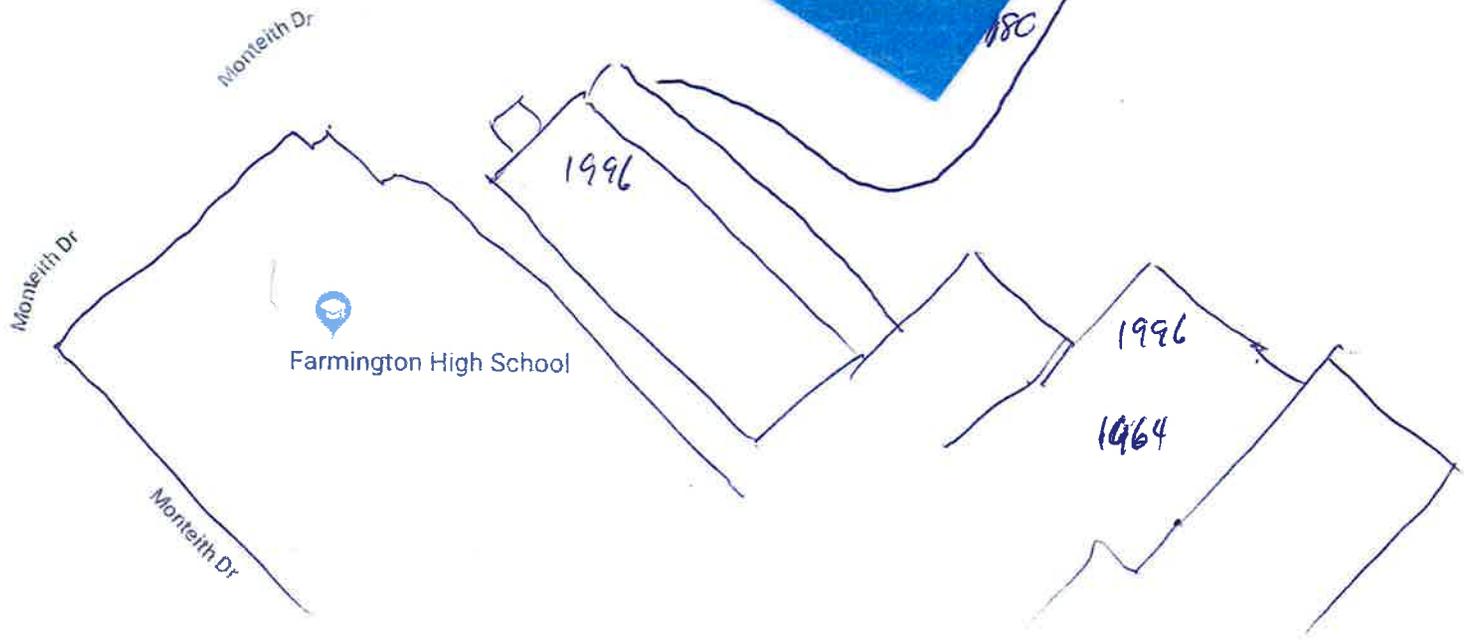
*Sincerely, Bob*

Approx. location/scale of proposed school

EXISTING HOME  
100 plus ft.  
away

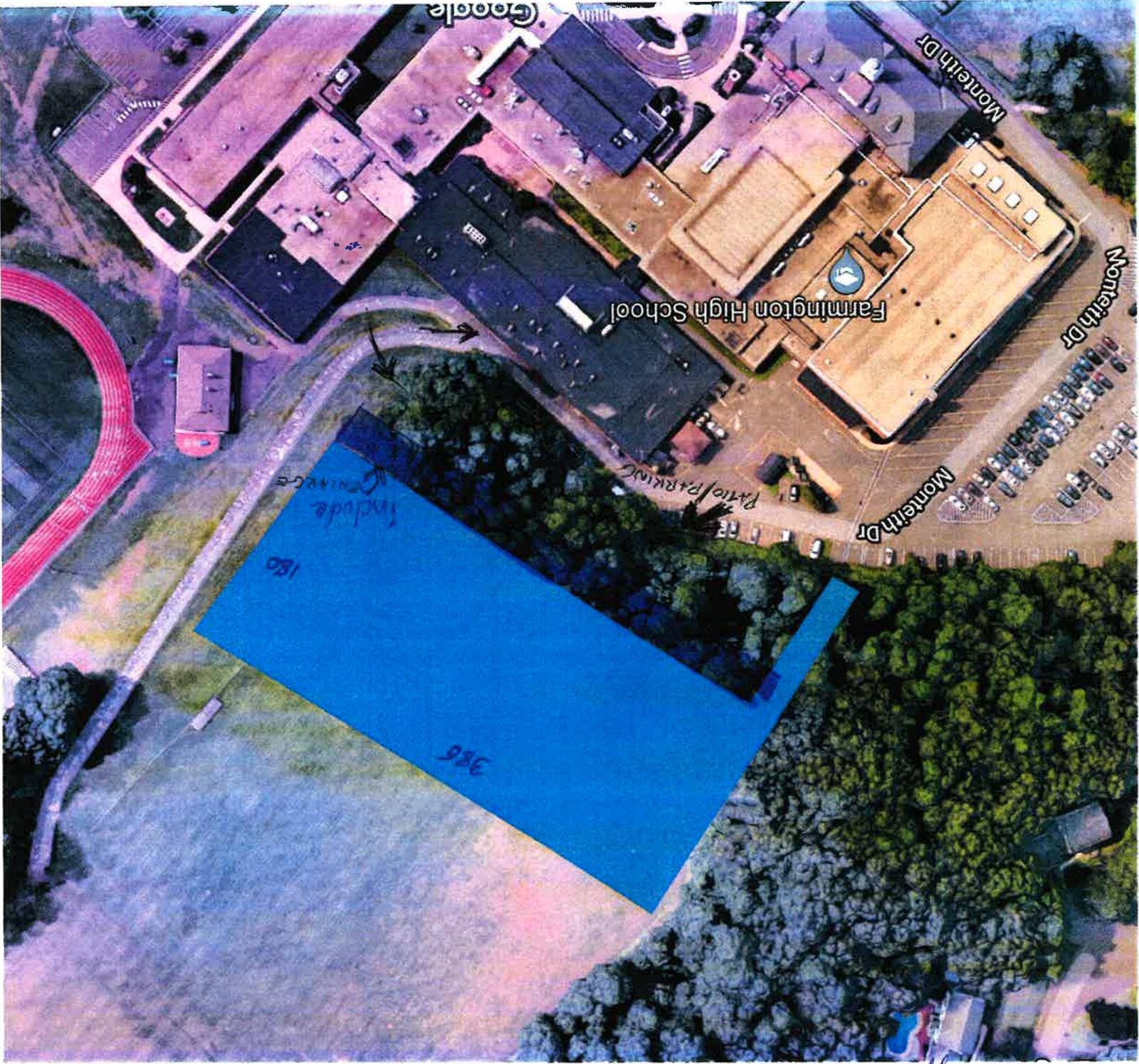


Present  
road  
to  
fields



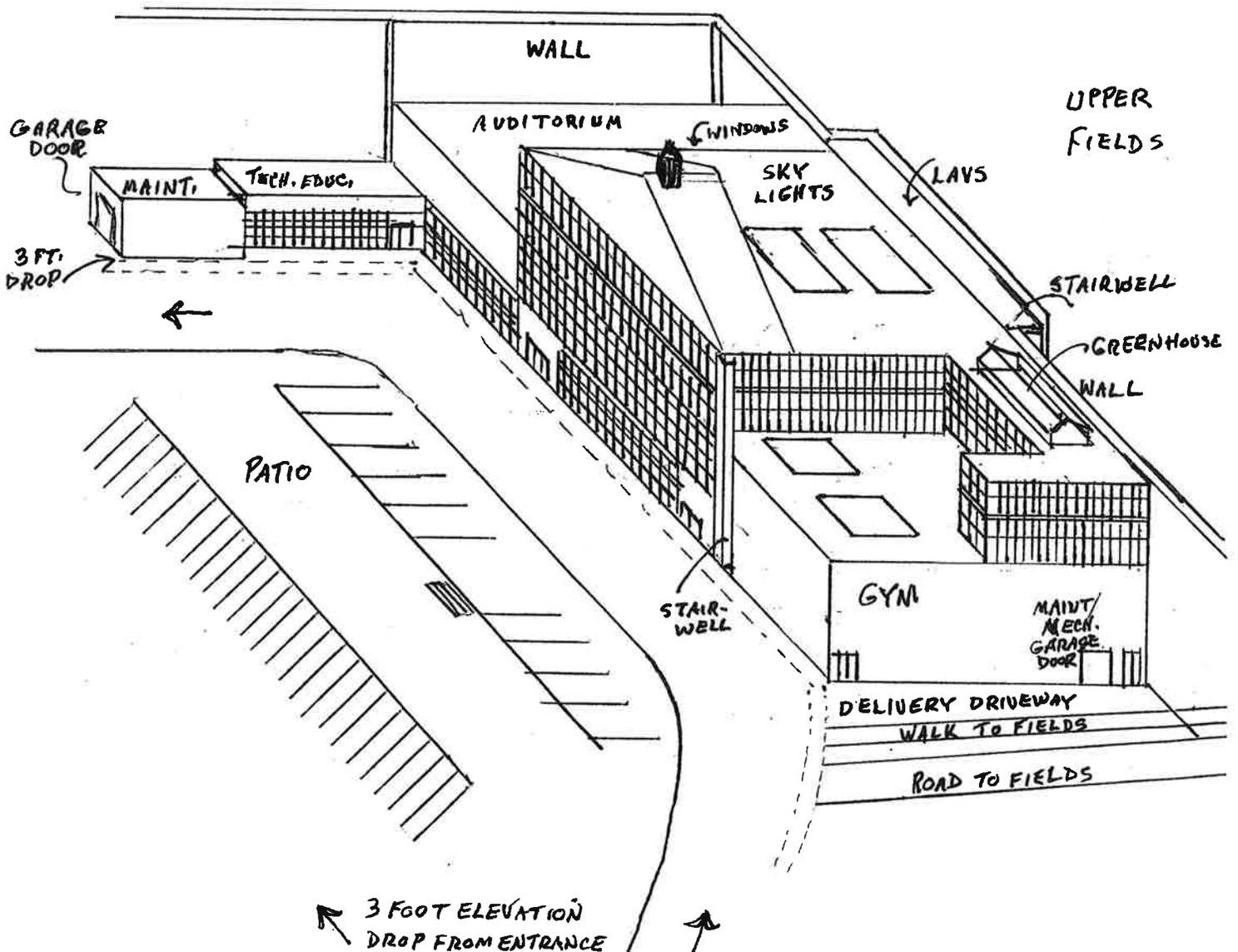
Google

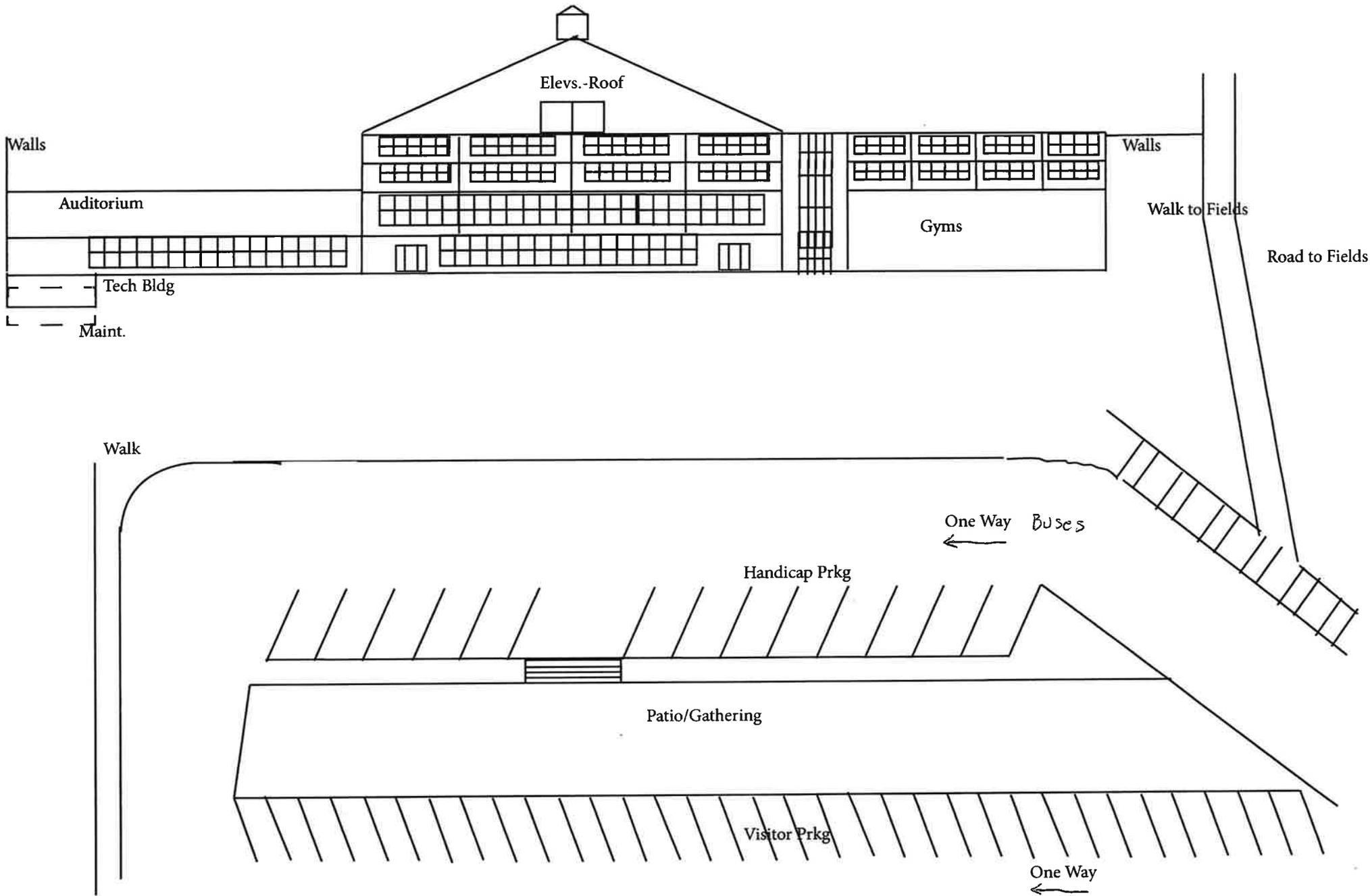
Map data ©

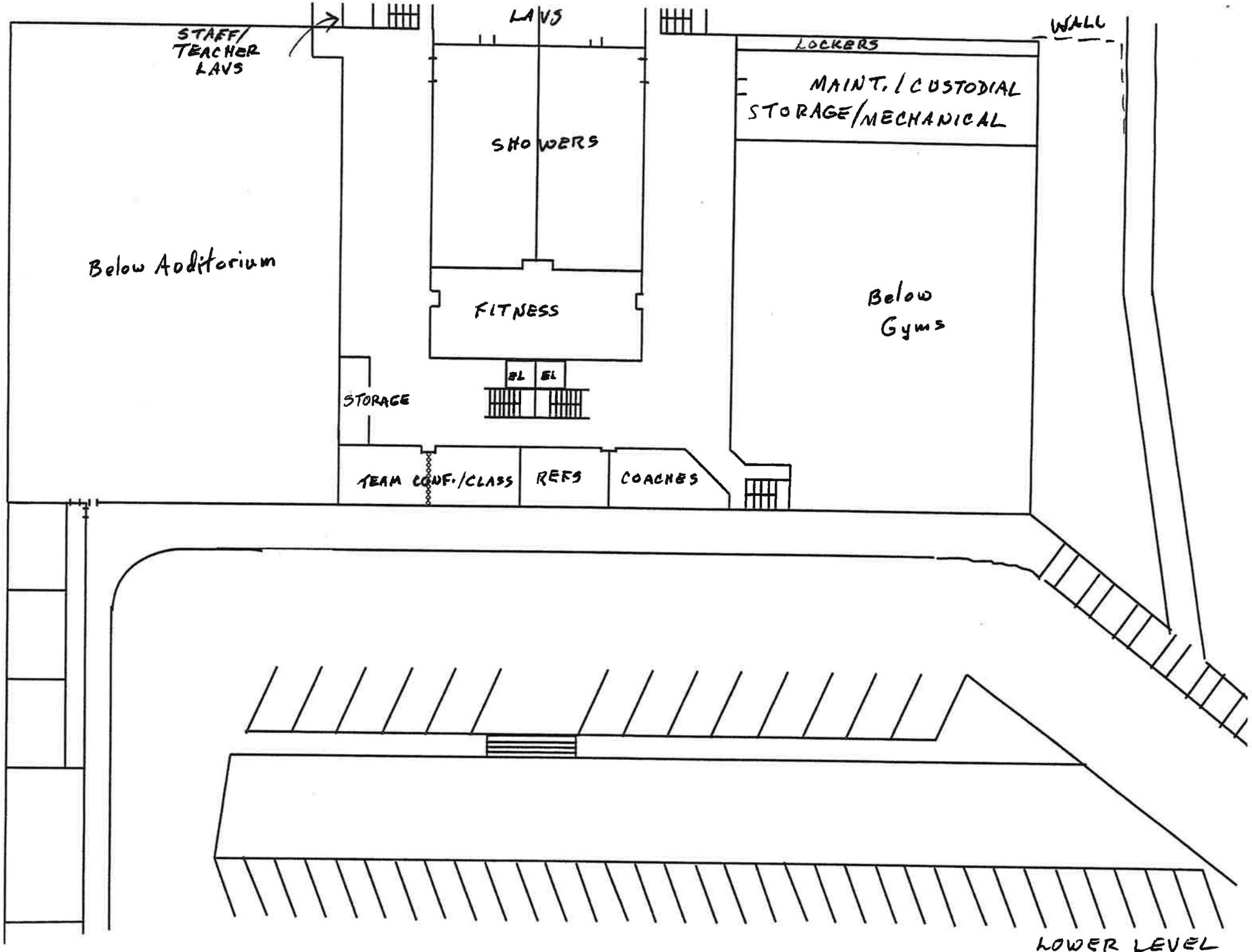


Approximate scale 1" = 100 ft.

# FHS PROPOSAL







STAFF/  
TEACHER  
LAVS

LAVS

SHOWERS

FITNESS

LOCKERS

MAINT./CUSTODIAL  
STORAGE/MECHANICAL

Below Auditorium

Below  
Gyms

STORAGE

EL EL

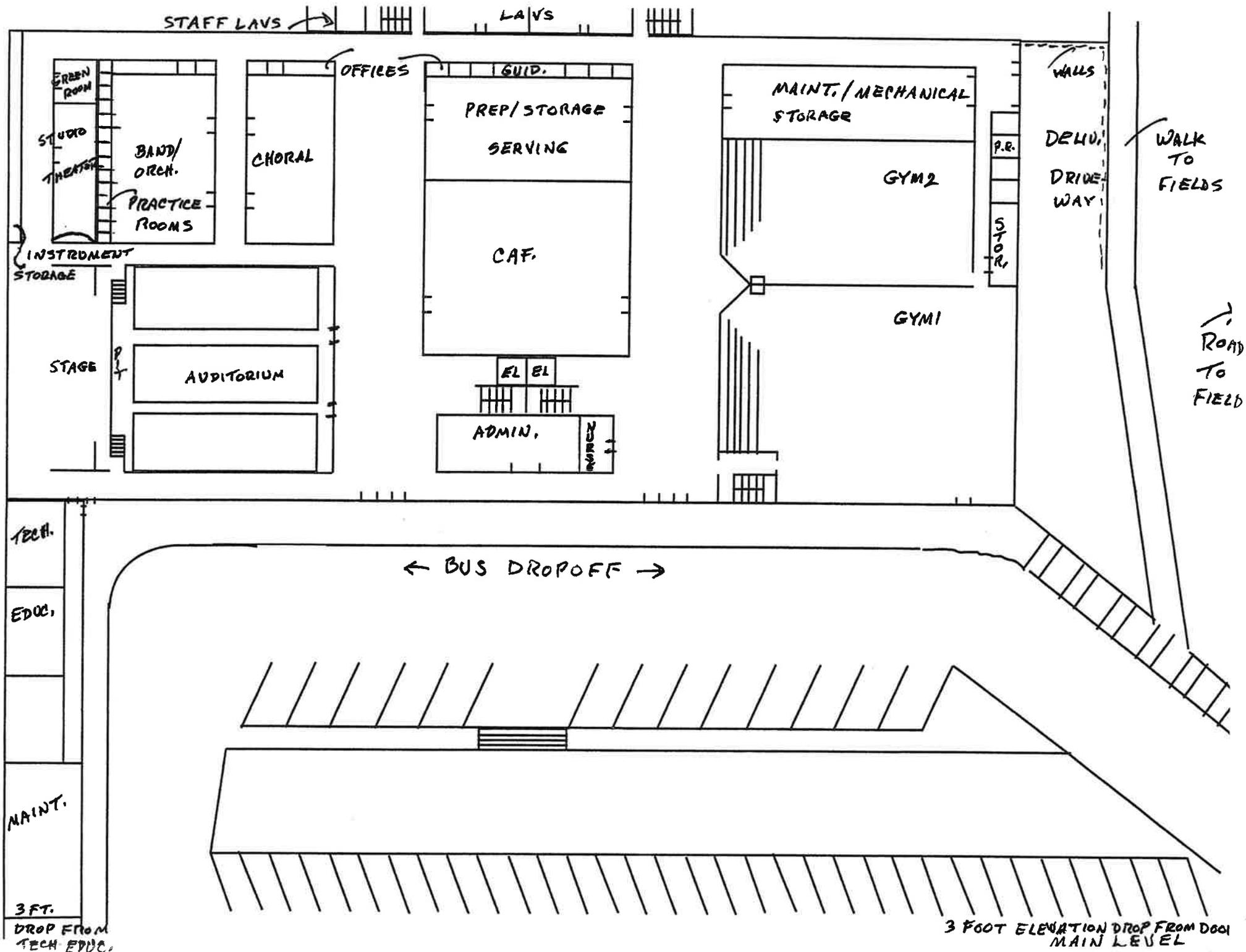
TEAM CONF./CLASS

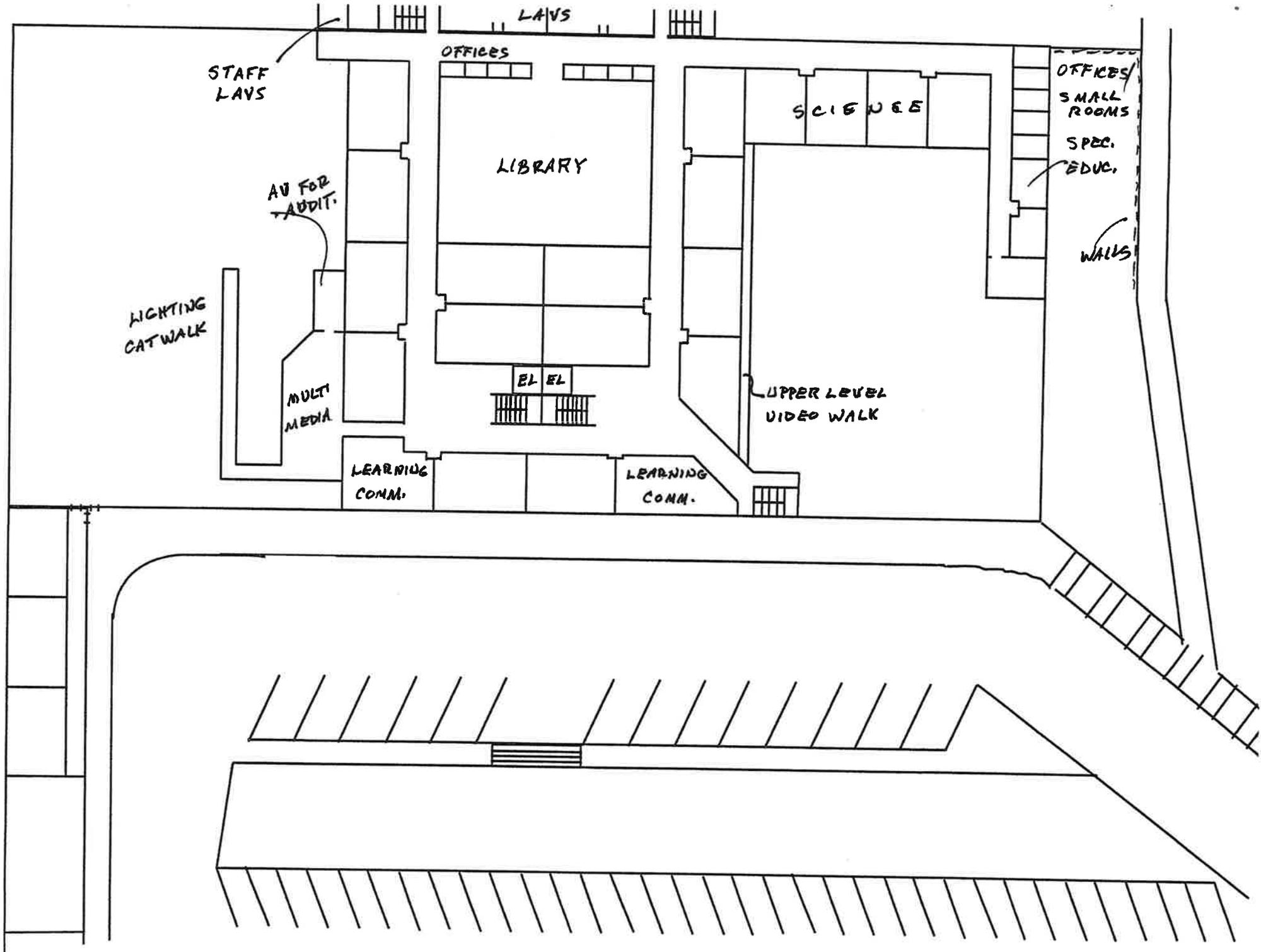
REFS

COACHES

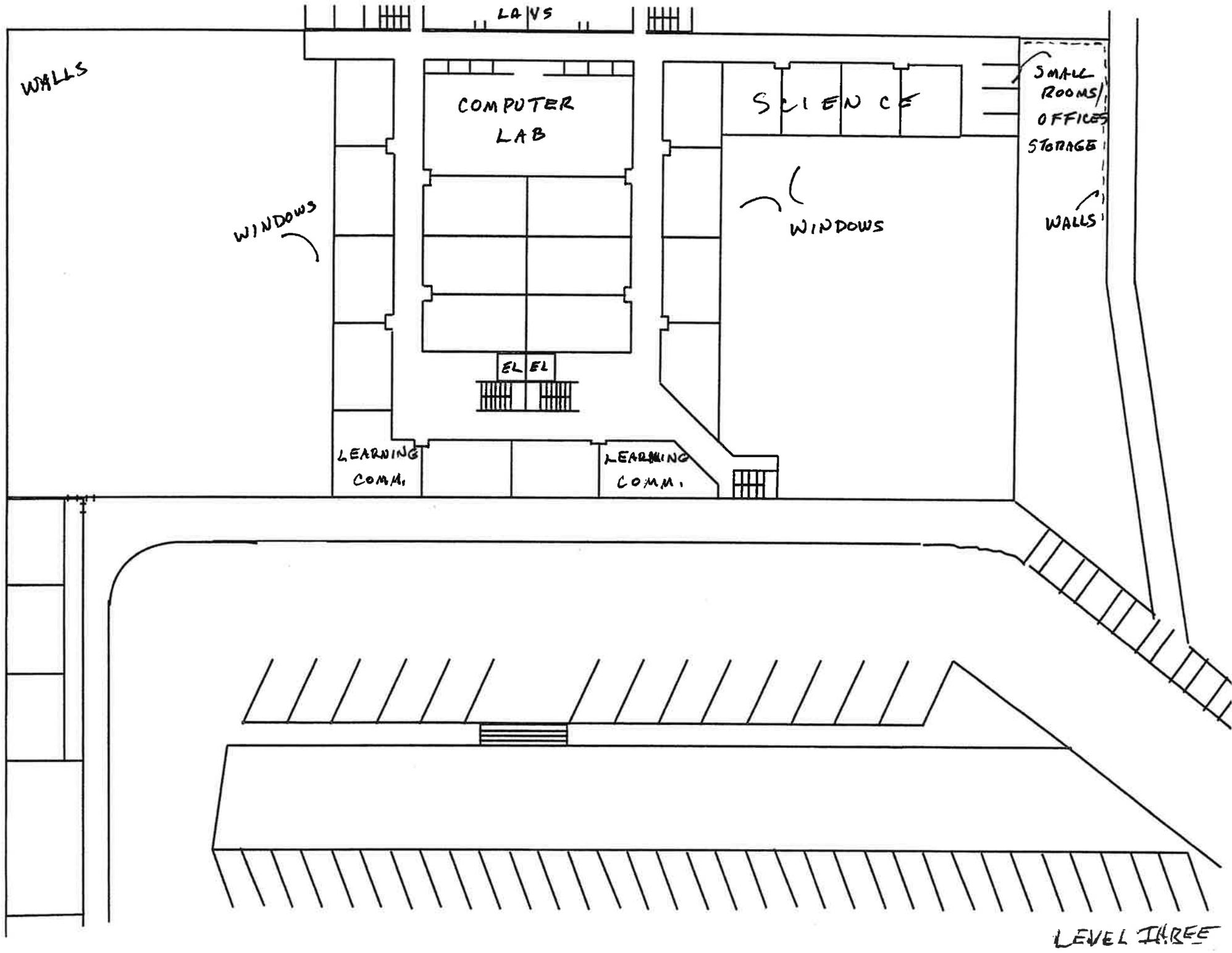
WALL

LOWER LEVEL





LEVEL TWO



WALLS

LAVS

COMPUTER  
LAB

SCIENCE

SMALL  
ROOMS/  
OFFICES  
STORAGE

WINDOWS

WINDOWS

WALLS

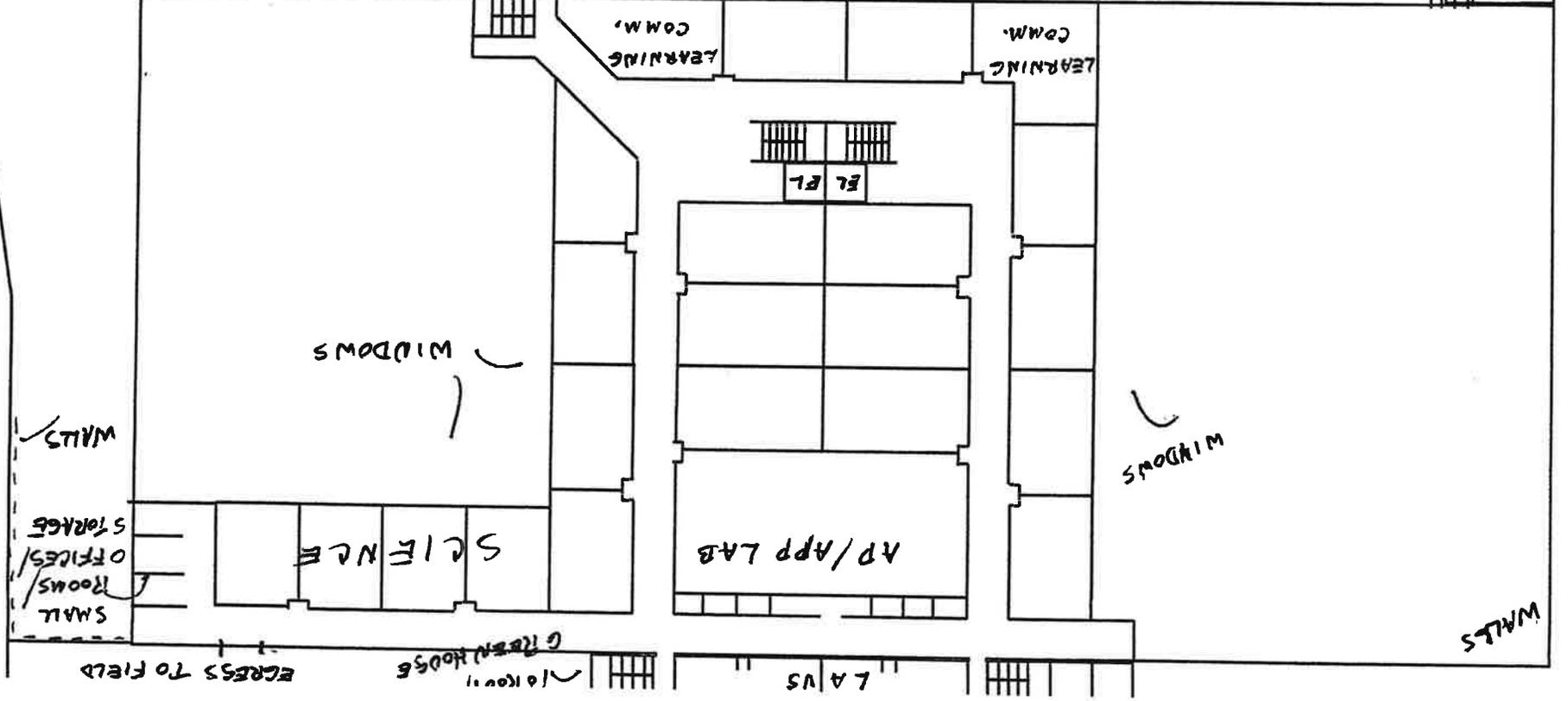
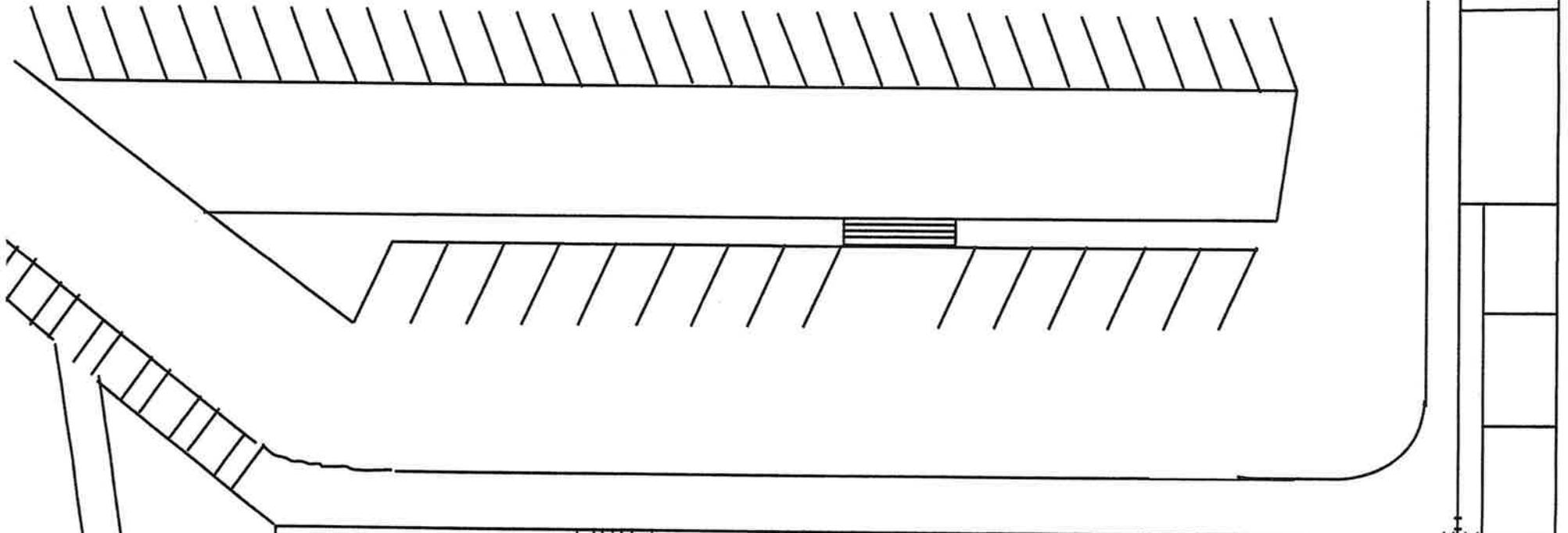
ELEV

LEARNING  
COMM.

LEARNING  
COMM.

LEVEL THREE

LEVEL FOUR



THE TOWN OF FARMINGTON

TOWN HALL  
1 MONTEITH DRIVE  
FARMINGTON, CONNECTICUT 06032-1053INFORMATION ((860) 675-2300  
FAX (860) 675-7140  
"TOWN TALK" (860) 675-2301

INCORPORATED 1645



### RFP Rating Summary Form Owner's Representative Services

Firm Name	Carrier	Fagan	Guerrera	Mazzochi	Meehan	Siuta	Smith	Average
Colliers International	<u>57</u>	<u>58</u>	<u>48</u>	<u>68</u>	<u>60</u>	<u>70</u>	<u>54</u>	<u>59.29</u>
Construction Solutions Group (CSG)	<u>52</u>	<u>52</u>	<u>33</u>	<u>68</u>	<u>55</u>	<u>69</u>	<u>53</u>	<u>54.57</u>
LBF Construction	<u>33</u>	<u>48</u>	<u>28</u>	<u>66</u>	<u>51</u>	<u>57</u>	<u>60</u>	<u>49.00</u>
Morganti	<u>43</u>	<u>50</u>	<u>43</u>	<u>65</u>	<u>54</u>	<u>47</u>	<u>42</u>	<u>49.14</u>
Skanska	<u>55</u>	<u>54</u>	<u>33</u>	<u>67</u>	<u>58</u>	<u>70</u>	<u>47</u>	<u>54.86</u>
STV   DPM	<u>47</u>	<u>51</u>	<u>32</u>	<u>60</u>	<u>57</u>	<u>60</u>	<u>54</u>	<u>51.57</u>

Summary Prepared By: Kathryn Krajewski \_\_\_\_\_  
Printed Name

Signature Preparer: Kathryn Krajewski Date: 5/21/19



MOTION:

Agenda Item I

**Executive Session: To review and discuss RFP Responses for Owner's Representative Services.**

To adjourn the meeting to executive session as permitted by Connecticut General Statutes Section 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 Farmington High School Building Committee

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