

Memorandum

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To:	Regional School District 17 (RSD17) 57 Little City Road Higganum, CT 06441-4323	Date:	November 8, 2024
Attn:	Alison Pierce, Dir. of Finance & Operations	Job. No.:	24065
From:	Michael Ayles	Project:	RSD17 – Haddam-Killingworth High School Feasibility Study
E-mail:	mayles@antinozzi.com	Re:	BOE Update for 11/19 Meeting
XC:	M. LoSasso, D. Ferris - Antinozzi Associates J. Wihbey, Superintendent - RSD 17 J. Butkus - ARCADIS		

As requested, this memo is an executive summary update of the progress of the Antinozzi Associates Team regarding the feasibility study and pre-referendum services effort for Haddam-Killingworth High School (HKHS) since our Kickoff Discussion meeting with the Superintendent and Director of Finance & Operations on September 23, 2024.

We have been collecting and reviewing HKHS facility information over the past few weeks and assessing the physical characteristics of the campus, including site components (fields, utilities, structures, amenities, etc.) and building components ranging from exterior and interior construction/finishes, ADA/code/life safety issues, HVAC and structural infrastructure systems/components, and special construction items (gym, kitchen, auditorium, labs, tech spaces). The study team visited and toured HKHS on October 11 for several hours with RSD17 Facility Department representatives. We have collected and scanned drawings/documents for reference purposes, and are currently in the process of virtually modeling the floor plans of the existing HKHS facility for utilization during the conceptual design process.

With a couple of weeks of pre-planning by the HKHS Principal and administration, the Educational Specification process began Monday, November 4 and entailed a full day of interviews with HKHS staff, department heads, and administration. Antinozzi Associates representatives were joined by Fran DiFiore of CSG, our Educational Specifications Consultant, who obtained great input regarding the educational programming and space needs of HKHS. A basic draft program with desired target space sizes will be established by November 18 to start comparing and generating design ideas and options. A draft of the Educational Specifications should be ready for RSD17 BOE review by the December 17 regular meeting.

Two community workshops have been scheduled, with the first workshop occurring on Thursday, November 7, and the second workshop to occur Wednesday, November 20. The focus of these workshops is to discuss the potential renovation or rebuild of HKHS and to meet the architectural team, learn about the decision-making process for the high school project, review the challenges of the current building and explore future possibilities, and actively encourage community participation and input to the study team. The November 7 workshop was attended by approximately 25 H-K community members who actively engaged with Antinozzi Associates representatives. Both workshops cover the same content and start at 6:30 PM, with optional HKHS facility tours starting at 5:30 PM from the HKHS Auditorium.

Finally, to address questions from the RSD BOE meeting on October 15, 2024, a subcommittee of the RSD17 BOE is in the process of formation to direct and oversee the feasibility study efforts of the design consultants, led by Antinozzi Associates. It has been collectively recommended that the RSD17 BOE appoint key individuals to form a nine-person Haddam-Killingworth High School Feasibility Study Committee (HKHS-FSC) to maintain a concentrated, focused effort by the design team in the development of HKHS facility improvement options to be presented to the entire BOE for selection. Individuals would include BOE, BOS, and BOF representatives along with three Ex-Officio members. The HKHS-FSC is expected to meet with the design consultant from early December through February to determine conceptual options to present to the entire RSD17 BOE for selection based on the recommended options that the HKHS-FSC deems appropriate in meeting the BOE-approved HKHS Educational Specifications.

Please contact me if you have any further questions/concerns.