



Regional School District No. 14 Woodbury / Bethlehem

Nonnewaug High School – Renovations Project

Public Building Committee Meeting

December 20, 2016

PBC Attendees:

John Chapman
JP Fernandes
Robert Piazza
Brian Peterson
Tom Hecht
Andie Greene
Patrick DiSarro
Janet Morgan
George Bauer
Alan Rubacha

Absent:

Don Fiftal
Matthew Cleary

Also Present:

Kurt Lavaway	Colliers
Amy Samuelson	SLAM
Lorel Purcell	O&G
Dr. Anna Cutaia-Leonard	Region 14
Mike Molzon	Region 14

From / Notes Prepared by:

Kurt Lavaway - Project Manager
Colliers International

Attachments: _____

A meeting of the Public Building Committee was held on Tuesday, December 20, 2016 in the LMC of Nonnewaug High School, 5 Minortown Road, Woodbury, Connecticut.

The following notes are to record the most significant issues discussed at the above referenced meeting. If anyone attending the meeting feels these notes are inaccurate, additional items need recording, or further detail is required, please forward your written comments to Kurt Lavaway for inclusion.

1. Call to Order - John Chapman called the meeting to order at 6:30 PM.



2. District Education Specification Update:

Dr. Anna provided an update by stating the District will be reviewing the Education Specifications with the HS administration to update them for the current scope of the project. These will then need BOE approval and will be forwarded to the Connecticut Office of School Construction Grants and Review as discussed with Michele Dixon last month. This is to stay in line with the State process for reimbursement. The schedule for review is as follows:

- Jan. 3, 2017 Draft ready for BOE review
- Jan. 17, 2017 Final for BOE approval
- Colliers to issue approved updated Ed. Spec's. to OSCG

3. OPM Report – Kurt Lavaway reported on the following:

- Kurt reported that the District has developed and issued a press release to update the public on the project status and that there were several articles written in the local newspapers on the project.
- The District continues to work on a communications plan and has developed a project specific page for the Region 14 website for review with the building committee. Kurt noted that it is intended to be a fluid document with updated information added to the website as the project progresses.
- O&G is continuing to have meetings with the High School administration, Architect and OPM to review construction phasing. This process will continue into February due to the complications of construction in a building with minimal swing space.

The project team met with the Hazmat consultant on Dec. 12, 2016 to review the preliminary phasing as well as walking the school to review areas needing abatement. Coordination of design, logistics and owner related activities need to be incorporated into the phasing plans once the O&G plans have been finalized. O&G plans to review the draft phasing concepts with the building committee towards the end of January.

- Meetings occurred on 12/7 to review the low voltage scope with SLAM and their technology consultant. Meetings also occurred on 12/7 with SLAM and their food service consultant to understand the needs for the cafeteria and culinary areas.
- A meeting with SLAM and their security consultant occurred on 12/9 to review the project with members of the BOE safe schools committee, police department, and District administration. Dr. Anna mentioned that she and Alice Jones will form a sub-committee to meet with the design team and their consultants during the design phases.
- Upcoming design meetings:
 - Phasing meetings will continue into February
 - Interior finishes will be reviewed with school administration starting in January.
 - SLAM will meet with local code officials in early January to review some specific code items with them.
 - High performance building meetings will start in February to review the State requirements and discuss with the commissioning agent and engineers.
- Colliers to review the design development schedule with Kermit Thompson from OSCG&R to combine the State review process for the early package and main building packages. Reviews to start in early March.

4. Communications Plan / Website Preview

- Colliers reviewed the process undertaken to develop information for the press releases and interviews with the local media about the project. Kurt explained that more information will be developed as the project progresses through design. Kurt then presented the proposed website page for the Project that will be incorporated into the Region 14 website. He reviewed the different links and design information that is included along with an organizational chart showing the project management, design and construction team as well as the local and State authorities that are working on the project.

Several building committee members made suggestions for information that could be included, such as past meeting minutes and a link to the NEAT TV building committee meetings. John mentioned that those items are on the website already in other locations but maybe could be relocated to this page. This will be reviewed with the District.

Kurt then reviewed the project budget with the committee and took suggestions for a simplified version for the website. He said these changes could be made easily and will provide a revised version based on their suggested changes to the District for the web page.

Question: (Robert Piazza) – What do we do if there are any leftover funds if we do well on bid day?

Answer: (Kurt Lavaway) – Once bidding is complete, any savings can be handled in several ways as listed below:

1. Any savings will be added to the project contingency line item in the budget to be used for potential changes such as third party required changes, design errors/omissions, unforeseen changes or Owner requested changes.
2. The building committee could decide to accept any of the listed add alternates that will be included in the bid documents.
3. Toward the end of the project, use any unspent funds to complete any scope removed for budget restrictions.

At the end of the project, all unspent funds not included in the final bond note can possibly reduce the tax burden.

Question: (John Chapman) – Is there a permitting schedule yet.

Answer: (Kurt Lavaway) – Currently the permitting schedule is shown as a duration. The design team is having their Civil engineer provide a schedule of dates for the local permitting.

John asked that they have that schedule for the next building committee meeting.

Question: (Brian Peterson) – Can the site/fields work be moved up in the schedule?

Answer: (Amy Samuelson) – no, since this scope needs to track with the high school project for design and the State approval process (DDR and PCR meetings) and will need to go through the permitting process. Early work will be to do some abatement, demo and provide temporary swing space starting in the summer.

5. SLAM update - Amy Samuelson

- Amy provided an update on the site design, explaining their work done to review site circulation and security and how the design will react to it at the new entry and bus loop.

Question: (Andie Green) – Can the senior parking lot be used for other traffic?

Answer: (Amy Samuelson) – The intent is to have signage located on site in specific areas to clarify parking and traffic routes for school day and non-school day events.

Question: (John Chapman) – Can the alternate for the toilet facilities by the fields be added to the site plans?

Answer: (Amy Samuelson) – Yes.

- Amy then reviewed the building plans updated since the last meeting which included updating the auditorium to show the added spaces in the rear and the resulting seat count of approximately 410 – 450 seats. Amy mentioned this count needs to be confirmed once the seating layout is finalized. This layout now included more room in front of the stage for choral risers as requested by the school.

Question: (Kurt Lavaway) – Can the new entry inside the auditorium be all ramp instead of adding steps?

Answer: (Amy Samuelson) – Yes, but intermediate railings will be required that would split the ramp anyway but this can be looked at.

Question: (Patrick DiSarro) – Is the access to the bathrooms now around the corner.

Answer: (Amy Samuelson) – Yes, due to the required number of fixtures needed and the layout of the classrooms in that area.

- Other updated areas shown included the locker rooms, gym floor/bleacher layout and new entry vestibule and canopy.

6. HVAC System - AC Value Engineering Reductions (Continuing Discussions)

- John started the discussion of the reduction to AC options reviewed at the last meeting by responding to a previous question asked regarding the current frequency/use of the auditorium. The numbers received from Dr. Anna indicated the auditorium gets used approximately 10 or more times per month. He mentioned that air conditioning will provide most likely much more use for this space to the school and other community events.
- After discussions on the value of the two proposed options for reductions to air conditioning, it was determined that the cost savings was not sufficient enough to justify the savings that might be achieved. In further discussions, it was determined that the potential for operational cost savings would also not be achieved with either option.

All building committee members agreed that the cost savings options presented were not worth pursuing and the design is to remain as included in the base scope.



7. Other Business

- No other business

8. Public Comment

- Jim Crocker – Are there any risks to the project schedule or budget?

Kurt Lavaway responded that with any extensive renovation project in an occupied school, there are always risks to the schedule and budget due to unanticipated changes or events, but the team is working hard to identify as many potential issues and resolve them during the design phase to avoid as many as possible.

Jim Crocker – Can the schedule be reduced to do some parts of the project earlier.

Kurt Lavaway responded that the current schedule includes an early partial abatement and demolition package to prepare temporary swing space for classrooms and the central office relocation in order to start the project renovations as soon as the GMP is completed and approved by the building committee and OSG. There are no other pieces available to start early since all need to go through the State review process.

- Meeting Adjourned 8:00 pm by John Chapman.

The next meeting will be held at **6:30 PM on Tuesday January 10, 2017** in the High School Library Media Center, located at 5 Minor Town Road, Woodbury, CT. Additional meetings will be determined.