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AMITY REGIONAL SCHOOL DISTRICT NO. 5

*Bethany Orange Woodbridge
25 Newton Road, Woodbridge, Connecticut 06525
(203) 397-4811*

*Dr. Jennifer P. Byars
Superintendent of Schools*

AMITY REGIONAL BOARD OF EDUCATION FACILITIES COMMITTEE MEETING AGENDA

**August 7, 2023 at 5:30 p.m.
25 Newton Road, Woodbridge, CT
Library Media Center**

1. Call to Order
2. Discussion and Possible Action on Minutes
 - a. Facilities Committee Meeting – December 15, 2022
 - b. Facilities Committee Meeting – May 22, 2023
3. Public Comment
4. Tour of Lecture Hall
5. Capital Reserve Financial Update
 - a. Bond projects
 - b. Designated projects
 - c. HVAC Grant
6. Presentation on High School Media Center Remodel
7. Discussion and Possible Action on Architectural Services and Project Timeline for High School Media Center Remodel
8. Track Condition Update
9. HVAC System Evaluation Update for the Middle Schools
10. AMSB field update
11. Review of Summer Projects
12. Adjourn



Jennifer P. Byars
Superintendent of Schools

JPB/pjp

pc: Town Clerks: Bethany, Orange, Woodbridge

Working to "enable every Amity student to become a lifelong learner and a literate, caring, creative and effective world citizen." *District Mission Statement*

If you require accommodations to participate because of a disability,
please contact the office of the Superintendent of Schools in advance at 203-397-4811.

AMITY REGIONAL SCHOOL DISTRICT NO. 5 BOARD OF EDUCATION FACILITIES COMMITTEE
DECEMBER 15, 2022 MEETING MINUTES
12:00 p.m. VIRTUAL MEETING

COMMITTEE MEMBERS PRESENT: Patrick Reed, Christopher Browe, Paul Davis, Carla Eichler, Sean Hartshorn

COMMITTEE MEMBERS ABSENT: Carla Eichler

STAFF MEMBERS PRESENT: Jennifer Byars, Theresa Lumas, Stephen Martoni

1. Call to Order

Chairperson Reed called the meeting to order at 12:19 p.m.

2. Discussion and Possible Action on Minutes

a. Facilities Committee Meeting – November 8, 2022

*MOTION by Sean Hartshorn, SECOND by Christopher Browe, to approve minutes as submitted
VOTES IN FAVOR, 5 (unanimous)
MOTION CARRIED*

3. Public Comment

None

4. Discussion on Solar Energy Solutions

5. Adjourn

*MOTION by Paul Davis to adjourn meeting
VOTES IN FAVOR, 5 (unanimous)
MOTION CARRIED*

Meeting adjourned at 1:10 p.m.

Respectfully submitted,

Theresa Lumas
Director of Finance and Administration

TL/pjp

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AMITY REGIONAL BOARD OF EDUCATION FACILITIES COMMITTEE MEETING AGENDA

*May 22, 2023 at 5:30 p.m.
25 Newton Road, Woodbridge, CT*

COMMITTEE MEMBERS PRESENT

Chairperson Patrick Reed, Christopher Browe, Carla Eichler

COMMITTEE MEMBERS ABSENT

Sean Hartshorn

STAFF MEMBERS IN ATTENDANCE

Theresa Lumas, Stephen Martoni

0. Call to Order

Chairperson Reed called the meeting to order at 5:38 p.m.

1. Discussion and Possible Action on Minutes

a. Facilities Committee Meeting – December 15, 2022

MOTION by Carla Eichler to table the approval of the minutes of the December 15, 2022 Facilities Committee meeting -

| BOE Member | Vote On Tabling Minutes (Y, N, A) |
|-------------------|--|
| Reed | Y |
| Browe | Y |
| Eichler | Y |

2. Public Comment

Orange Parent Chris Browe commented on parking spaces assignments do not seem to be enforced now that many seniors are not coming to campus daily. The remaining seniors have lost the benefit of their assigned spot which they paid for the year.

3. Presentation by Jeremy Cogdill, The Garland Company, and Possible Action on Middle School Roof Projects

MOTION by Carla Eichler

| BOE Member | Vote On Presentation and Possible Action on Middle School Roof Projects (Y)es, (N)o, (Ab)stain |
|-------------------|---|
| Reed | Y |
| Browe | Y |
| Eichler | Y |

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- 4. Discussion on Architectural Services and Project Timeline for High School Media Center Remodel
Presented by Amity Region 5 Director of Finance Theresa Lumas
- 5. Track Condition Update
Presented by Amity Region 5 Director of Facilities Stephen Martoni
Presented by Amity Region 5 Director of Finance Theresa Lumas
- 6. Lecture Hall Update
Presented by Amity Region 5 Director of Facilities Stephen Martoni
- 7. Update Town Planning & Zoning Ordinance- Stadium and Parking Lot Lights Usage
Presented by Amity Region 5 Director of Facilities Stephen Martoni
Presented by Amity Region 5 Director of Finance Theresa Lumas
- 8. Discussion and Possible Action on recommendation of HVAC Grant Designation
Presented by Amity Region 5 Director of Finance Theresa Lumas

MOTION by Carla Eichler

| BOE Member | Vote On Presentation and Possible Action on Middle School Roof Projects (Y)es, (N)o, (Ab)stain |
|-------------------|---|
| Reed | Y |
| Browe | Ab |
| Eichler | Y |

- 9. Review of Summer Projects

10. Next meeting is August 14, 2023

11. Adjourn

Motion to adjourn by Carla Eichler, all in favor, at 6:36 p.m.

Q4 FY23 CNR REPORT

| ORG | OBJ | ACCOUNT DESCRIPTION | ORIGINAL APPROP | TRANFRS/ADJSMTS | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | % USED |
|--------------------|------|-------------------------------------|------------------|-----------------|------------------|------------------|------------------|------------------|---------------|
| 00150047 | 5720 | IMPROVEMENTS TO SITES | 3,067,849 | 293,257 | 3,361,106 | 3,297,768.43 | 25,000.00 | 38,338 | 98.86% |
| 00150047 | | Total 00150047 Athletics Facility P | 3,067,849 | 293,257 | 3,361,106 | 3,297,768.43 | 25,000.00 | 38,338 | 98.86% |
| 00150048 | 5715 | IMPROVEMENTS TO BUILDINGS | 1,830,630 | 235,817 | 2,066,447 | 2,064,671.70 | 800.00 | 975 | 99.95% |
| 00150048 | | Total 00150048 HVAC AHS 2020 BOND | 1,830,630 | 235,817 | 2,066,447 | 2,064,671.70 | 800.00 | 975 | 99.95% |
| 00150049 | 5715 | IMPROVEMENTS TO BUILDINGS | 140,000 | 100,910 | 240,910 | 136,822.00 | 104,084.00 | 4 | 100.00% |
| 00150049 | | Total 00150049 CHILLERS REFURBISH A | 140,000 | 100,910 | 240,910 | 136,822.00 | 104,084.00 | 4 | 100.00% |
| 00150050 | 5715 | IMPROVEMENTS TO BUILDINGS | 600,000 | -46,640 | 553,360 | 532,032.66 | 0.00 | 21,327 | 96.15% |
| 00150050 | | Total 00150050 PAVING AHS | 600,000 | -46,640 | 553,360 | 532,032.66 | 0.00 | 21,327 | 96.15% |
| 00150051 | 5330 | OTHER PROFESSIONAL & TECH SRVC | 108,018 | -39,156 | 68,862 | 68,862.12 | 0.00 | 0 | 100.00% |
| 00150051 | | Total 00150051 BOND CLOSING COSTS | 108,018 | -39,156 | 68,862 | 68,862.12 | 0.00 | 0 | 100.00% |
| 00150052 | 5715 | IMPROVEMENTS TO BUILDINGS | 245,000 | -163,710 | 81,290 | 80,610.00 | 0.00 | 680 | 99.16% |
| 00150052 | | Total 00150052 ACOUSTICAL IMPROVEME | 245,000 | -163,710 | 81,290 | 80,610.00 | 0.00 | 680 | 99.16% |
| 00150053 | 5715 | IMPROVEMENTS TO BUILDINGS | 587,453 | -389,428 | 198,025 | 0.00 | 0.00 | 198,025 | 0.00% |
| 00150053 | | Total 00150053 2020 Bond Contingenc | 587,453 | -389,428 | 198,025 | 0.00 | 0.00 | 198,025 | 0.00% |
| 00150054 | 5715 | IMPROVEMENTS TO BUILDINGS | 495,482 | 0 | 495,482 | 420,826.68 | 0.00 | 74,655 | 84.93% |
| 00150054 | | Total 00150054 AHS ROOF REPLACEMENT | 495,482 | 0 | 495,482 | 420,826.68 | 0.00 | 74,655 | 84.93% |
| 00150055 | 5715 | IMPROVEMENTS TO BUILDINGS | 110,000 | 393,827 | 503,827 | 401,430.12 | 102,397.36 | 0 | 100.00% |
| 00150055 | | Total 00150055 LECTURE HALL RENOVAT | 110,000 | 393,827 | 503,827 | 401,430.12 | 102,397.36 | 0 | 100.00% |
| 00150060 | 5420 | REPAIRS, MAINTENANCE & CLEANING | 100,000 | 0 | 100,000 | 24,056.00 | 0.00 | 75,944 | 24.06% |
| 00150060 | | Total 00150060 LIGHTING PROJECT | 100,000 | 0 | 100,000 | 24,056.00 | 0.00 | 75,944 | 24.06% |
| 00150061 | 5731 | EQUIPMENT - REPLACEMENT | 190,075 | 0 | 190,075 | 0.00 | 190,074.24 | 1 | 100.00% |
| 00150061 | | Total 00150061 MUSIC INSTRUMENTS | 190,075 | 0 | 190,075 | 0.00 | 190,074.24 | 1 | 100.00% |
| 00150062 | 5715 | IMPROVEMENTS TO BUILDINGS | 331,500 | 66,143 | 397,643 | 0.00 | 397,643.00 | 0 | 100.00% |
| 00150062 | | Total 00150062 AMSB ROOF PROJECT | 331,500 | 66,143 | 397,643 | 0.00 | 397,643.00 | 0 | 100.00% |
| 00150063 | 5715 | IMPROVEMENTS TO BUILDINGS | 382,000 | 108,748 | 490,748 | 0.00 | 490,748.00 | 0 | 100.00% |
| 00150063 | | Total 00150063 AMSO ROOF PROJECT | 382,000 | 108,748 | 490,748 | 0.00 | 490,748.00 | 0 | 100.00% |
| 00150099 | 5899 | UNDESIGNATED OBJECTS | 65,243 | 22,070 | 87,313 | 0.00 | 0.00 | 87,313 | 0.00% |
| 00150099 | | Total 00150099 UNDESIGNATED | 65,243 | 22,070 | 87,313 | 0.00 | 0.00 | 87,313 | 0.00% |
| Grand Total | | | 8,253,250 | 581,838 | 8,835,088 | 7,027,080 | 1,310,747 | 497,262 | 94.37% |

AMITY REGIONAL HIGH SCHOOL
LIBRARY MEDIA CENTER REMODEL TIMELINE

- July 2023 –Prepare Request for Qualifications Document (RFQ)
- August 14, 2023 – Amity Facilities Committee Interview Architects for project and makes recommendation to the Amity Board of Education
- August 21, 2023 – Amity Finance Committee and Amity Board of Education take action on designation of 2% for end of year funds to “Library Media Center Remodels”
- August 21, 2023 –Post Request for Qualifications Document (RFQ)
- September 2023 – Administration reviews RFQ responses
- October 2, 2023 – Facilities Committee interview architect applicants
- October 16, 2023 – Amity Board of Education authorizes actions through 4 resolutions:
 - Educational Specifications
 - Authorizes Superintendent to Apply for apply for grant reimbursement through DAS –OSC&R
 - Appoints the Facility Committee members to serve as the School Building Committee
 - Authorizes the outline and schematics drawings for the project
 - Appoints an architectural firm to develop schematics
- November 2023 – March 2024-Architecture firm works with school staff to develop scope of remodeling project
- April 2024 – Amity Board of Education reviews project total, funding sources and authorizes amount of project
- By June 30, 2024 – Finance Department completes application with DAS for priority funds
- December 2024 – State announces funding recipients
- January 2025 - Construction Project is bid
- February/March 2025 – Amity Finance Committee and Board of Education approves successful bid contractor
- Work scheduled to start June 2025 with completion expected December 2025

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Bethany Orange Woodbridge
25 Newton Road, Woodbridge Connecticut 06525



To: Jennifer P. Byars, Superintendent of Schools

From: Theresa Lumas, Director of Finance & Administration

Date: August 1, 2023

Re: Library Media Center Timeline and Request for Architectural Services

The District Administration is developing a plan to renovate the high school library media center (LMC). This project will qualify for State funding. The next application for funding closes June 30, 2024. The project scope and design, including cost estimates and identified funding sources are some of the key steps in preparing the School Construction application. We are also required to do a Request for Architectural Qualifications (RFQ) prior to hiring an architect. Two or three qualified bidders will be invited before the Facilities Committee to interview in October 2023 (see timeline attached).

The State Department of School Construction reviews applications and is expected to make awards in December of 2024.

I am recommending the Amity Facilities Committee, Amity Finance Committee and Board of Education approve the development of the LMC project at Amity Regional High School including the proposed timeline and issuing the RFQ for Architectural Services.

Amity Facilities Committee:

Move to recommend the Amity Finance Committee and the Board of Education approve –

Amity Finance Committee:

Move to recommend the Amity Board of Education approve –

Amity Board of Education:

Move to approve –

... the developing the project for the library media center at Amity Regional High School including the proposed timeline and Request for Qualifications (RFQ) for architectural services.