

TOWN OF NEWINGTON

ANNA REYNOLDS SCHOOL PROJECT BUILDING COMMITTEE

2022 MAR 18 PM 12:42

REGULAR MEETING MINUTES

March 17, 2022, Zoom Event

  
Town Clerk

- I. Call to Order – Committee Chairperson Stephen Woods called the meeting to order at 5:16 PM.
- II. Roll Call – Members present: Stephen Woods, Chairperson; Michael Camillo; Kim Radda; Danielle Drzod; Amy Perrotti; Carol Duggan; and Jeremy Whetzel. Others Present: Paul Dominov and Jennifer Mangiagli, Kaestle Boos Associates; Marnie Liska and Jim Giuliano, Construction Solutions Group; Tom DiMauro, Newfield Construction; Maureen Brummett, Ph.D., Superintendent of Schools, Lou Jachimowicz, Chief Finance and Operating Officer, and Jason Smith, Principal; James Krupinski, Town Clerk; and Jeff Baron, Director of Administrative Services.
- III. Public Participation – None.
- IV. Take Action on Prior Meeting Minutes - Ms. Radda made a motion that the minutes of the February 17, 2022 meeting be accepted as presented. A second to the motion was made by Mr. Camillo. The motion passed by a vote of 7 YES to 0 NO.
- V. Take Action on Invoices – There were three invoices. They were from Construction Solutions Group for \$19,744.50, from Newfield Construction for \$10,000.00, and from Kaestle Boos Associates for \$71,491.80. Mr. Camillo made a motion that the invoices be approved as presented. A second to the motion was provided by Ms. Duggan. There was no further discussion. The motion passed by a vote of 7 YES to 0 NO.
- VI. Architect’s Update – presented by Ms. Mangiagli. She spoke with the State Office of School Construction Grants and Review, who informed her that they had approved the sole source request for security items. They can follow the district’s standards for these items. They have also been responding to RFIs (Requests for Information) from potential bidders and assisting with issuing bid addenda. Mr. Woods added that there were only about 26 or 27 RFI questions, which shows that Kaestle Boos Associates did a good job in preparing the specifications.
- VII. Owner’s Project Manager Update – Presented by Ms. Liska. She was involved with two meetings with Mr. Smith, the IT folks from the school system, Board of Education Building Maintenance and Custodial Supervisor Jason Plumb, and Mr. Jachimowicz, on the new technology for the building. She has a good grasp on the Scope of Work for the project and will develop a spreadsheet. Board of Education Director of

Information Technology Craig Holland will then identify the models of the equipment he would wish to purchase. Ms. Liska will then develop a lump sum estimate. There is \$650,000 in the budget for technology. This does not include the visual interactive boards. They are in the construction budget. She has also been working on a cash flow analysis to facilitate Town bonding. She has received confirmation from the State that this project is on-line and eligible for the Town's first reimbursement. Over the past few months there have been meetings about the phasing plan and about how to move classrooms around. The Media Center and the Early Childhood Spaces will be used to create temporary spaces in them. In effect, Kaestle Boos Associates had to design some spaces twice. They did so at risk and she has now received an additional services proposal from them for \$7,585.00. She feels it is a fair proposal, and recommends it to the Building Committee for approval (it is attached to these minutes). Mr. Woods added that it shows that Kaestle Boos Associates did work that was above and beyond their original scope of services, that could not have been anticipated by any of the architectural RFP respondents, to keep children in the building during construction. Ms. Perrotti stated that it does not seem like a huge cost, and asked if the temporary spaces were in the bid? Mr. Woods responded that yes, they are in the bid and the work to effect the changes is already included. Ms. Drzod asked how this would affect the overall budget? Mr. Woods responded that this would come out of the project contingency. He noted that there will be other things that come along as well. Mr. Whetzel asked about the contingency budget. Ms. Liska told him that it was at \$1.83million. Mr. Whetzel asked about moving kids across Town. Mr. Woods responded that the pre-Kindergarten students were being sent to John Paterson Elementary School. Ms. Liska stated that the temporary spaces were all designed following consultation with the Principal, Mr. Smith. These spaces will accommodate multi-functional areas until the temporary rooms come down. A motion to approve the Temporary Classroom Design Services Proposal received from Kaestle Boos Associates, for \$7,585 was made by Mr. Camillo. A second to the motion was made by Ms. Perrotti. There was no further discussion. The motion passed by a vote of 7 YES to 0 NO.

- VIII. Construction Manager's Update – provided by Mr. DiMauro, who noted that there is usually a big flurry of questions in the third week after the bid has been released. A pre-bid conference was held on March 9<sup>th</sup>. There was a good turnout for all but one package (steel). There is a not a lot if steel in the bid package and this work will be included in the General Trades package instead. Newfield Construction has been responding to RFIs. Bids are due on March 29<sup>th</sup>. They may be extended, not in the next addenda, but in the one after. Newfield Construction still plans to present to the Building Committee at their April 21<sup>st</sup> meeting, and also to the Town Council.
- IX. Any Other Business Pertinent to the Committee –The next Regular Meeting of the Committee is scheduled for April 7<sup>th</sup>.
- X. Public Participation – None.
- XI. Comments by Members – None.

XII. Adjournment – the meeting adjourned at 5:36 PM.

Respectfully submitted,

*Jeff Baron*

Jeff Baron  
Director of Administrative Services

# KAESTLE BOOS associates, inc

March 8, 2022

Mr. Stephen Woods  
Chairperson, Anna Reynolds Building Committee  
Town of Newington  
200 Garfield Street  
Newington, CT 06111

**Re: Anna Reynolds Elementary School Construction Phasing / Temporary Classroom Design Services Proposal**

Dear Mr. Woods,

Kaestle Boos Associates, Inc. ("KBA") is pleased to submit our proposal to provide additional services for the Anna Reynolds Elementary School project for construction phasing coordination.

**Project Understanding / Scope of Work:**

- Meetings as required with school district, construction manager, owner's project manager, and local officials to determine client needs during construction and gain approval from local officials for egress plans and other phasing logistics.
- Analyze egress conditions for each stage of construction.
- Prepare egress plans for each stage of construction and develop required temporary space layouts.
- Provide architectural design and MEP guidance for temporary classrooms/space needed to accommodate the construction manager's phasing schedule.
- Incorporate phasing information into the construction documents.

**Schedule:**

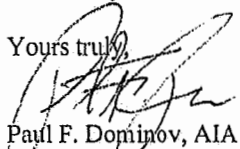
- KBA has incorporated the phasing information into the construction documents due to the aggressive project and bidding schedule.

**Design Fee:**

- For the services outlined above, we propose a fixed fee of **seven-thousand five hundred and eighty-five dollars (\$7,585.00)**.

We appreciate the opportunity to submit this proposal and sincerely look forward to working once again with Newington Public Schools in the development of this important project. If this proposal is acceptable to you, please sign below and return one (1) copy of the proposal to our office. Should you have any questions or would like to discuss any issues further, please feel free to contact me.

Yours truly,

  
Paul F. Dominov, AIA  
Principal

KAESTLE BOOS ASSOCIATES, INC.

Accepted:

\_\_\_\_\_  
Stephan Woods  
Building Committee Chair

\_\_\_\_\_  
Date