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| Date Prepared | 9/17/2015 | |
| Project Name | Stamford Interdistrict IB Magnet Extension; K-5 Phases I and II OSF No. 135-0277 / MAG / PF / EA | |
| Project Number | 61860.00 | |
| Subject | Project Building Committee Meeting No. 8 | |
| Meeting Location | Stamford Government Center, 7 th Floor Conference Room | |
| | 888 Washington Blvd., Stamford, CT | |
| Meeting Date | 9/9/2015 | |
| Meeting Time | 10:00 am | |
| Prepared By | Tina Greco, AIA, Project Manager | t.greco@perkinseastman.com |
| | T: 203 251 7419 | F: - |
| Participants | Tramontozzi, Domenic, Engineering Mary Savage, Board of Reps Rich Lyons, Board of Education Facilities Rich Freeman, BOF Judy Singer, SPS Winnie Hamilton, Superintendent, SPS Tamu Lucero, Assistant Superintendent Elementary, SPS Cindy Grafstein, Mayor's Office Jackie Heftman, BOE Geof Alswanger, BOE Mark McCarthy, Principal, Perkins Eastman (PE) Lauren Giamundo, Perkins Eastman (PE) Tina Greco, Project Manager, Perkins Eastman (PE) Please note: The sign-in sheet for this meeting is missing. | |



A. General

- 1) Meeting began at approximately 10:10 am.
- 2) The Minutes of the August 5, 2015 meeting were reviewed

Formal approval was not conducted, therefore not made, will be required at the next meeting.

This Meeting Record is our understanding of the items as they were discussed. Please report any discrepancies to Perkins Eastman. If no discrepancies are reported in five working days, this Meeting Record will stand as published.

B. Design Development Overview1) Site Plan

a) Site Design for PHASE II

- Designed for a 101 car capacity storage / queued for pick-up (with double loading of cars on site drives). Car storage calculation based on: Dismissal time pick-up population provided by SPS (note, projected after school program kids subtracted from pick-up population) multiplied by a factor provided by traffic engineer. The anticipated car storage / queue need / load is 97 cars (a little less than the planned capacity).
- There is a fork in the drive where, two drives, if double loaded, would have (4) lanes of cars would need to be filtered down to (1) lane for pick-up; this would require on site staff supervision/direction.
- Fence planned around the car queue loop to prevent cars from driving over the field and children from wandering off field onto drive.
- Committee highlighted the importance of not having fencing too close to drives so that snow plows have a location to push the snow.
- Rich Lyons explained that he had recently heard that there could be a historic tree on the 200 Strawberry Hill site. This is new information for the project. At the time of the meeting, the location on the site of the subject tree was not known. PE requested documentation regarding the tree.
- Drainage: PE noted that further work on the storm water drainage was required. The requirement is that a detention system will be necessary to balance the difference in an overall increase of impervious coverage on the site. There had been consideration given to using pervious surfacing, however, this has been rejected since it does not hold-up well; therefore a detention system will be designed.
- PE highlighted that since the Phase III and IV site designs are not known (design work has not begun) it is not known whether all or some of the site work planned for Phase II will need to be removed. Again, the goal for Phase II has been light touch renovations with an effort to save resources for the future phases. The initial designs for Phase II included very little site work, the site scope has increased as the effort to pull car queuing off of Fifth Street became a requirement.

2) Gym and Classroom Building (furniture Plans to facilitate discussion)

a) General

- Since the last Building Committee meeting PE has had several meetings with the City's team, including: SPS Technology, SPS, Engineering, Building Inspector and Fire Marshal's offices to further develop the plans.
- The design intent and plans have mostly been further developed. However, it has been discovered that the current electric service coming through the transformer, will not support a full scope of air-conditioning (please see item 2.c below).

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b) Furniture

- Furniture layout has been developed further using Rogers specified furniture, includes egress compliant layouts and are coordinated with technology (note: at the time of the meeting PE was awaiting final confirmation on “front of classroom” locations from Technology).
- Layouts show same kind of furniture specified / used at Rogers (as noted earlier, this furniture is larger than the furniture that was originally shown in the schematic drawings early on in the process); using the same (or very similar) furniture to that of Rogers will provide a connection and parity with Rogers. The intent is to reuse the furniture in Phases III and IV of the project.

c) Air-Conditioning

- Current electric service will not support full scope of AC.
- Given the new information, the plan will be to have window AC units planned for the 3rd floor only in the first year. In the second year, when the 2nd graders will occupy the 4th floor, those 3rd floor units will be moved to the 4th floor.
- To increase the service for this phase would be costly and the location that is brought in would most likely change in Phases III and IV.
- There was discussion, including the idea of putting in ceiling fans, carrying the upgrade as an alternate, etc. It was concluded that the design as described by PE (AC units on the 3rd floor in the first year and moving them to the 4th floor in year two will be the approach and direction).

C. Cost Estimate (please see presentation, which includes an estimate outline)**1) Construction**

- The construction estimate, with alternates, is currently at **\$4,031,350**.
- Estimate has increased, as would be expected since there has been an increase in scope. The increase since the last estimate, with alternates is \$180,265. However, it should be noted that the “mark-ups” to the trade costs (ie, estimated contractor O&P, contingency, escalations, etc/) have been lowered, as is standard as the documents are developed more for more accurate pricing.
- Estimate is higher than the City’s original budget, which was **\$2,800,000**, again there has been an increase in scope, so this would be expected.
- ***The Committee pointed out to be sure to include an allowance for exterior signage including a plaque that would explain the historic significance of the site. PE will add this to the scope.***
- There were no objections to the estimate. PE will continue to develop the documents with the current scope. PE and their consultants’ work is spanning between the DD and CD phase.
- Alternates were discussed:
 - New Gym Toilet (2nd floor): \$12,758.00 – Keep as an alternate
 - Replace 2nd Floor JC with Toilet: \$6,762 – Keep as an alternate
 - Install 25’ wood ramp at stage: \$3,250 – Keep as an alternate
 - Selective interior barn demolition: \$12,600 – Keep as an alternate

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- Mothball Barn: \$95,000 – Keep as an alternate
- Backfill hole where convent is removed: \$105,400 – Keep as an alternate
- Clean all brickwork and repoint: \$74,800 – REMOVE
- Stage Curtains: \$43,200 – REMOVE
- Examples Scope increases:
 - Demolition of the convent building (does not include backfill, will be a hole)
 - Plumbing work required because lead has been detected in the water (Action Level)
 - New water service to street
 - Mothballing the barn
 - Selective demolition inside the barn
- Other notes:
 - THE DEMOLITION of the cottages is not included in the estimate, but will be part of the Phase II work.
 - ***A scrim should be planned for the fence around the convent area.***

2) Furniture

- PE did not seek new estimates since the quantity and type of furniture has not changed significantly since the last estimate. The summary includes the higher of the two estimates received

3) Technology

- The City is putting together the Technology budget and estimate.

4) Haz Mat Abatement Work (estimate prepared by Langan, PE to email PDFs)

- The estimate for the work is approximately half of what the City has budgeted. PE noted that the Haz Mat cost and scope may be more susceptible to change; however, it appears that the total will be lower than the original estimate.
- Exclusions to Haz Mat abatement work estimate must be read (were read aloud at previous meeting).

D. Schedule (please see presentation, includes an Outline, Sept highlights & Project Overview Schedule)

1) General

- Goal is to have documents posted for bid at the beginning of November with a construction start at the beginning of January 2016. The schedule is tight, but it is an achievable timeframe.
- The overall project schedule was shown, however, it is dated as it shows the start of Phase 3 and 4 in July. Phases 3 and 4 have not begun (PE does not have authorization to begin), the City is anticipating that the design for these phases will begin in the next several weeks.

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2) Design Development

- PE submitted a Design Development package to the estimator at the end of August so that a DD estimate could be developed. Hard copies were made available to the Committee members at the meeting.
- PE will be submitting a second Design Development set, dated September 11th. This set will be used at the Design Development Review meeting (DDR) at OSF on September 23rd.

3) Construction Documents

- PE and their consultants have begun and will continue to develop the documents at a Construction Document level, while still completing tasks in the Design Development Phase (including the levels of information on the documents).

E. Other

- A design thought for Phases III and IV: A thought for consideration based on a tradition that is apparently at another elementary school in the district; incorporate an opportunity for graduates of the school to sign their name on a part of the school as they leave that could be kept for generations.
- The School does not have a name. For now, PE will show a sign at the front of the school that calls it Strawberry Hill School.
- PE met with the Church about the removal of the Cross. The Cross will be removed (carefully) and saved (given back to the Church) as part of the scope of work for this project.

F. Next Meeting

- o To be confirmed, tentatively: Wednesday, October 14, 2015 at 11am

G. Meeting Handouts:

- From Perkins Eastman (also in presentation)
 - o Agenda
 - o Construction Estimate Summary
 - o Schedule

H.

Next Meeting: 10/14/2015

cc:

Attachments: None

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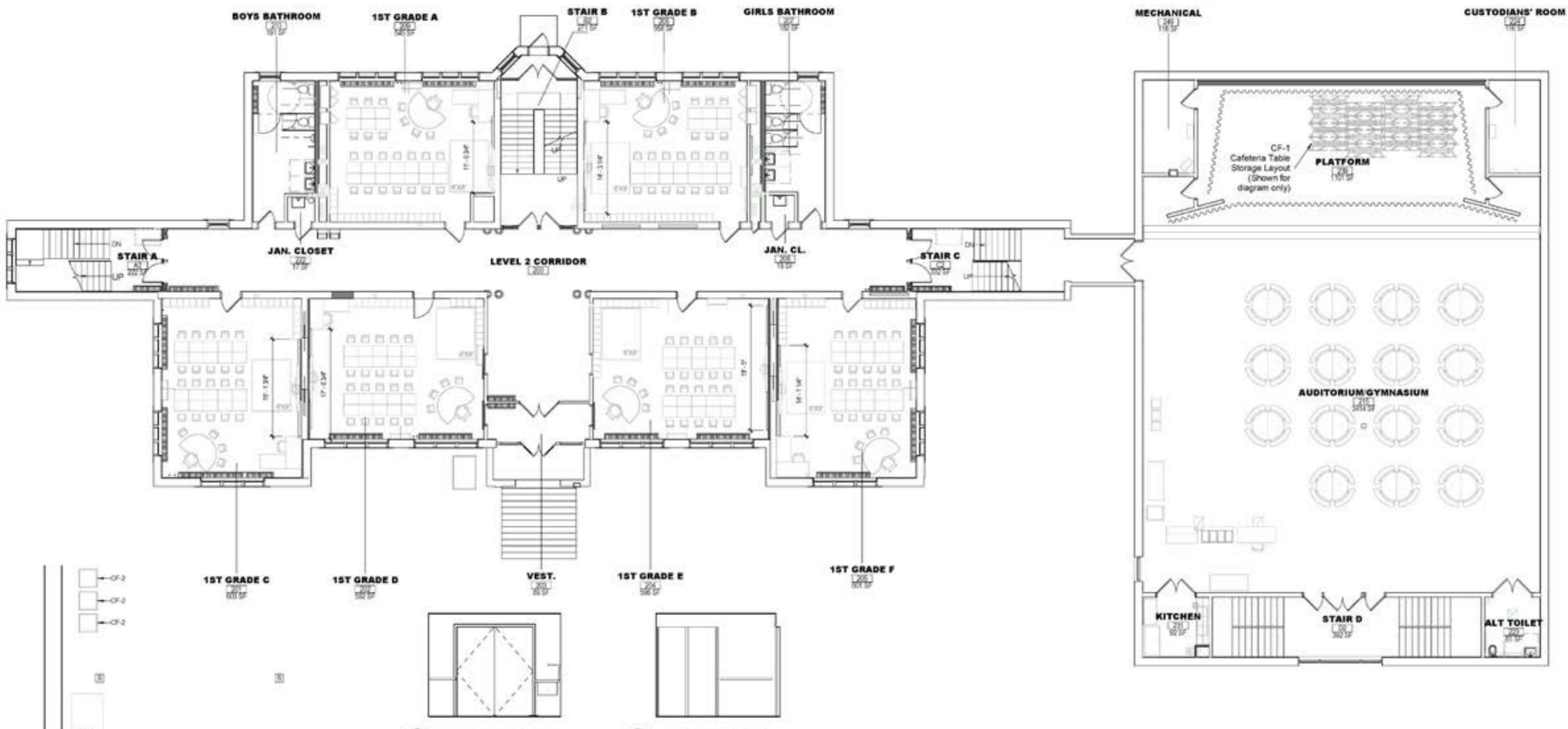
STAMFORD PUBLIC SCHOOLS
STAMFORD IB - K-5
PHASES I and II

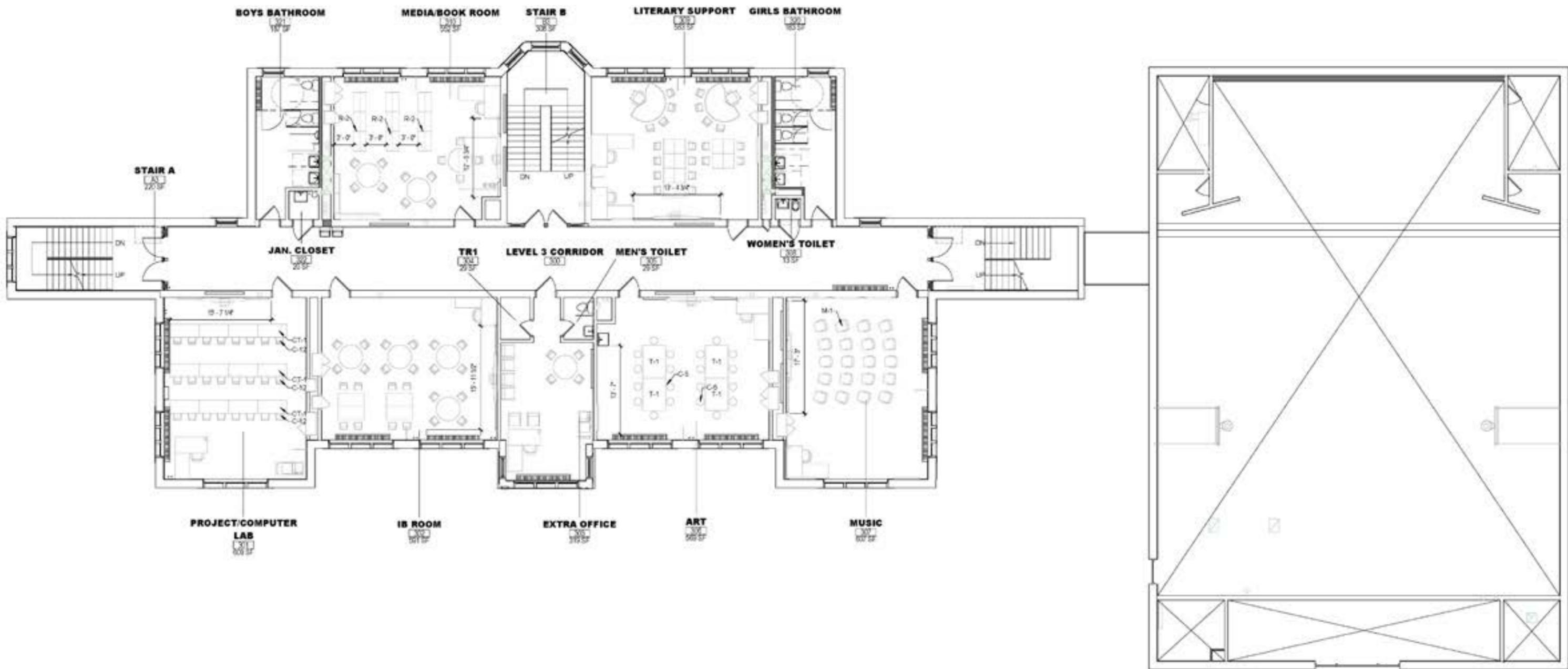
SEPTEMBER 9, 2015

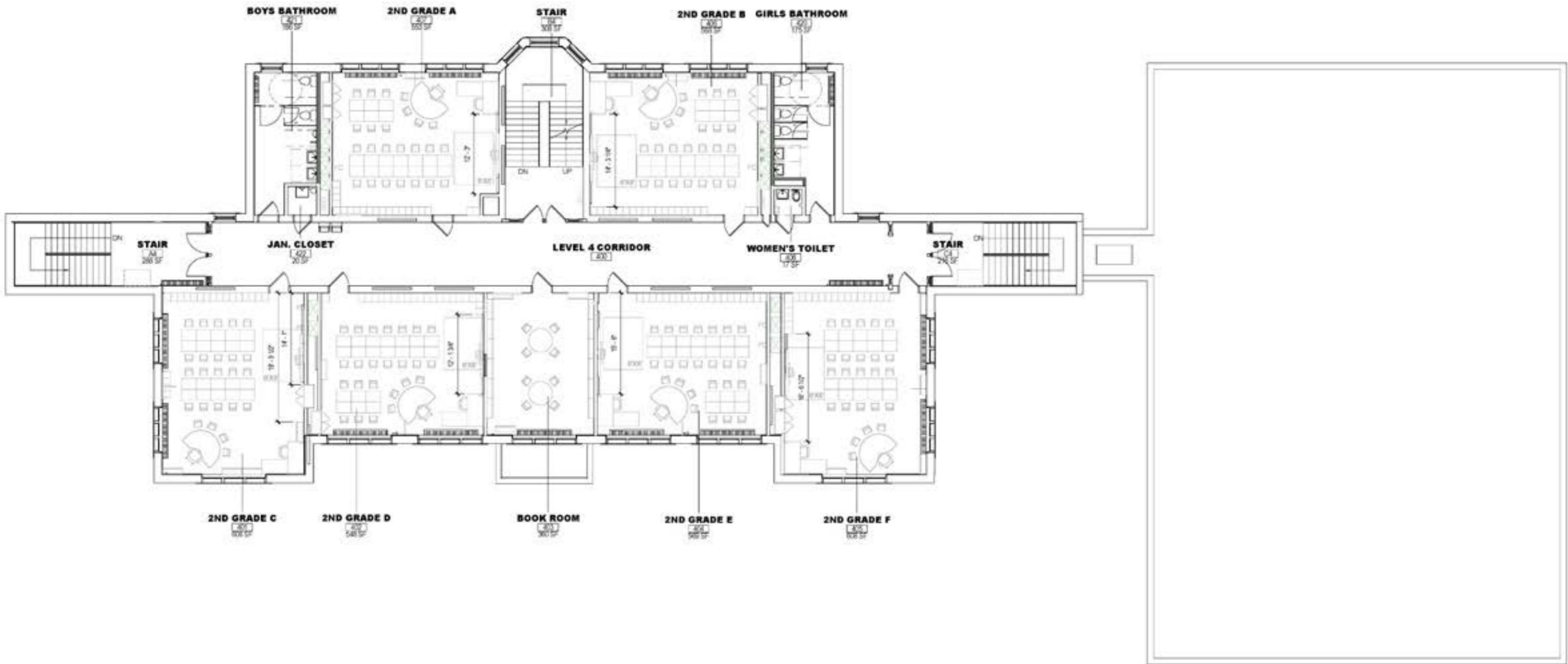
MEETING AGENDA

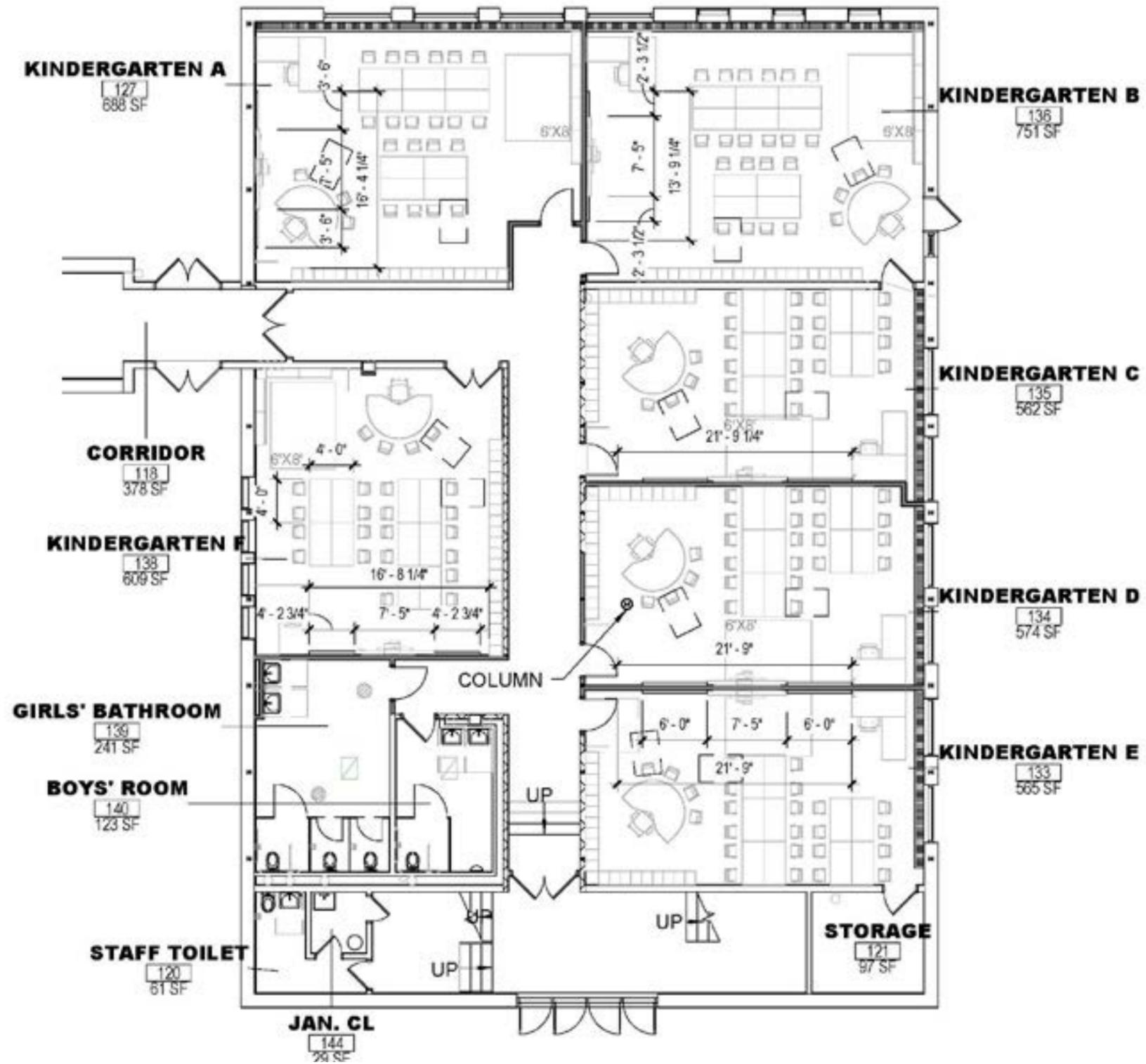
Phase II

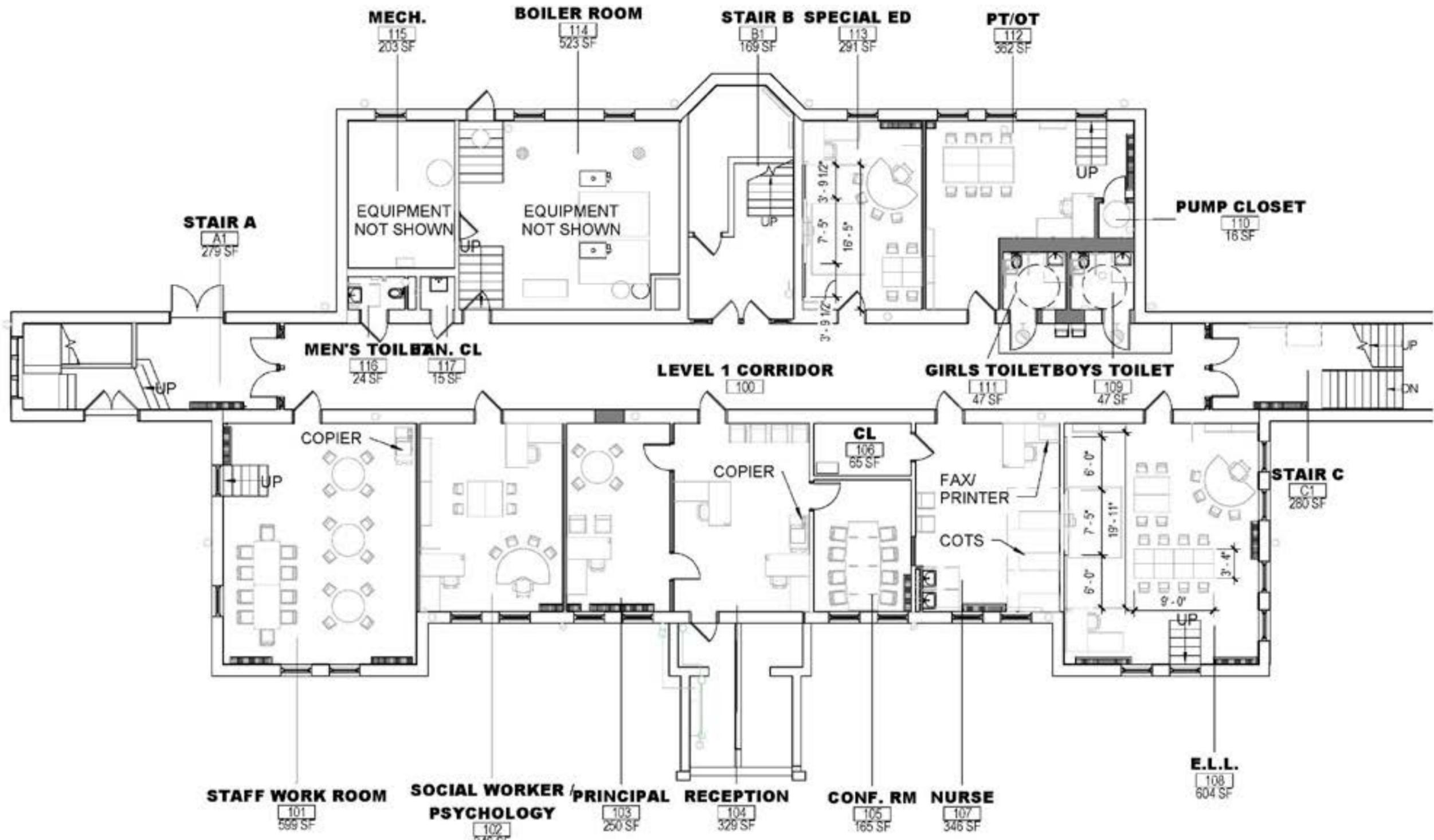
- 1) Meeting Minutes
Review and Approve August 5th Meeting Minutes
- 2) Design Development Submission
Overview
- 3) Cost Estimate
Review of Design Development Estimate
- 4) Schedule
Upcoming Dates







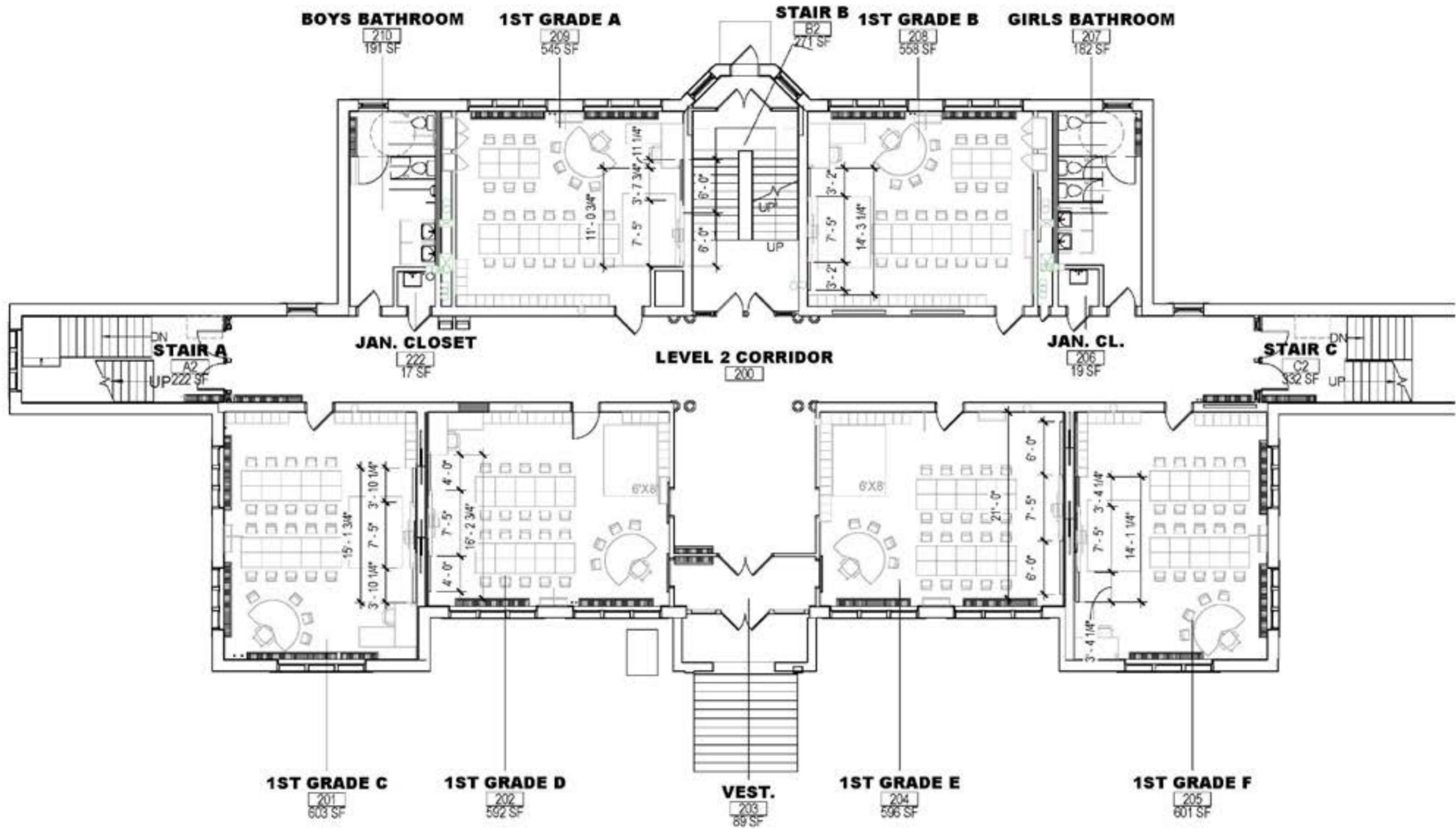




STAMFORD IB: PHASE II
LEVEL 1 ENLARGED AT CLASSROOM BUILDING

SEPT 9, 2015

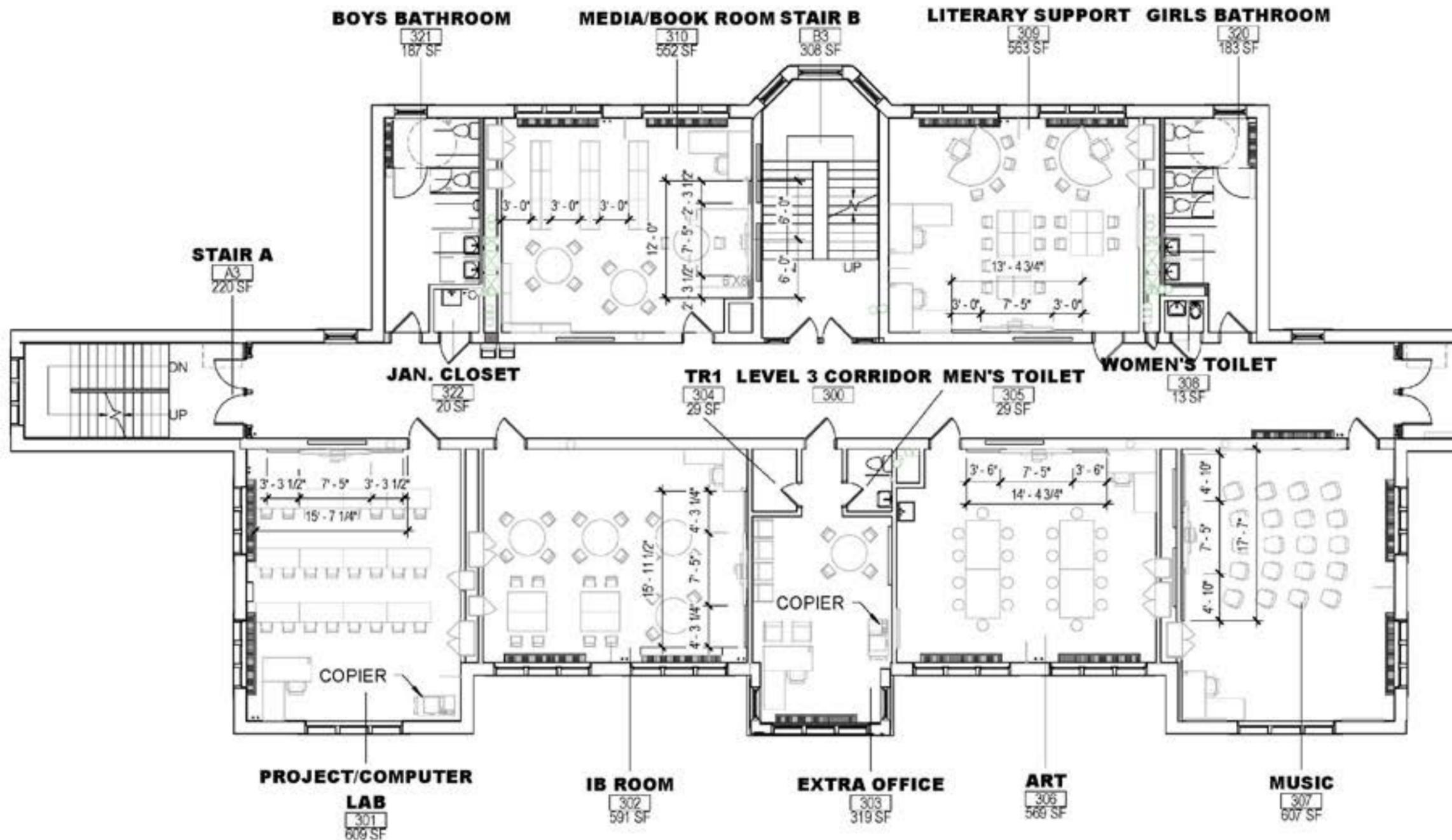
Perkins Eastman

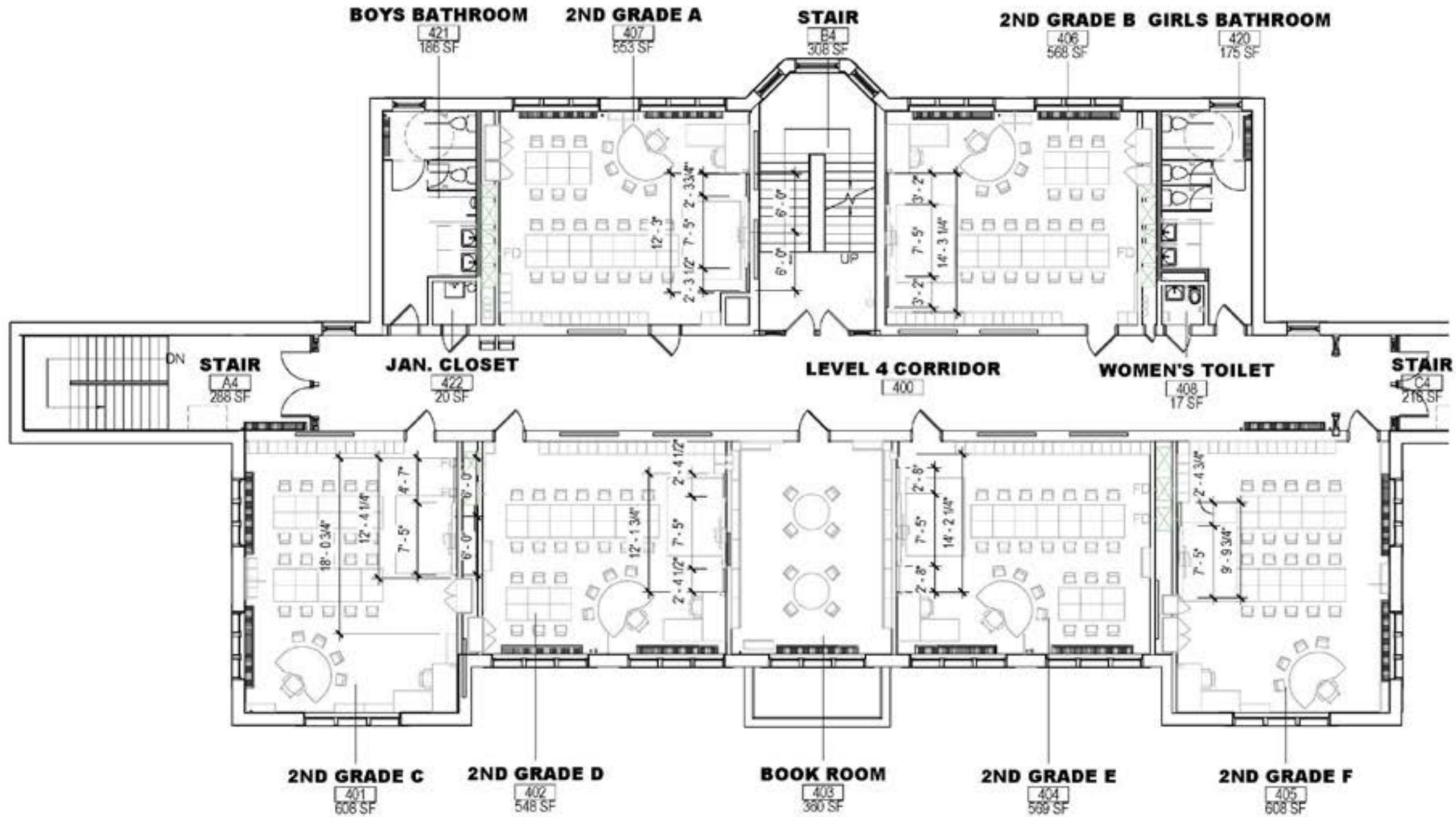


STAMFORD IB: PHASE II
LEVEL 2 ENLARGED AT CLASSROOM BUILDING

SEPT 9, 2015

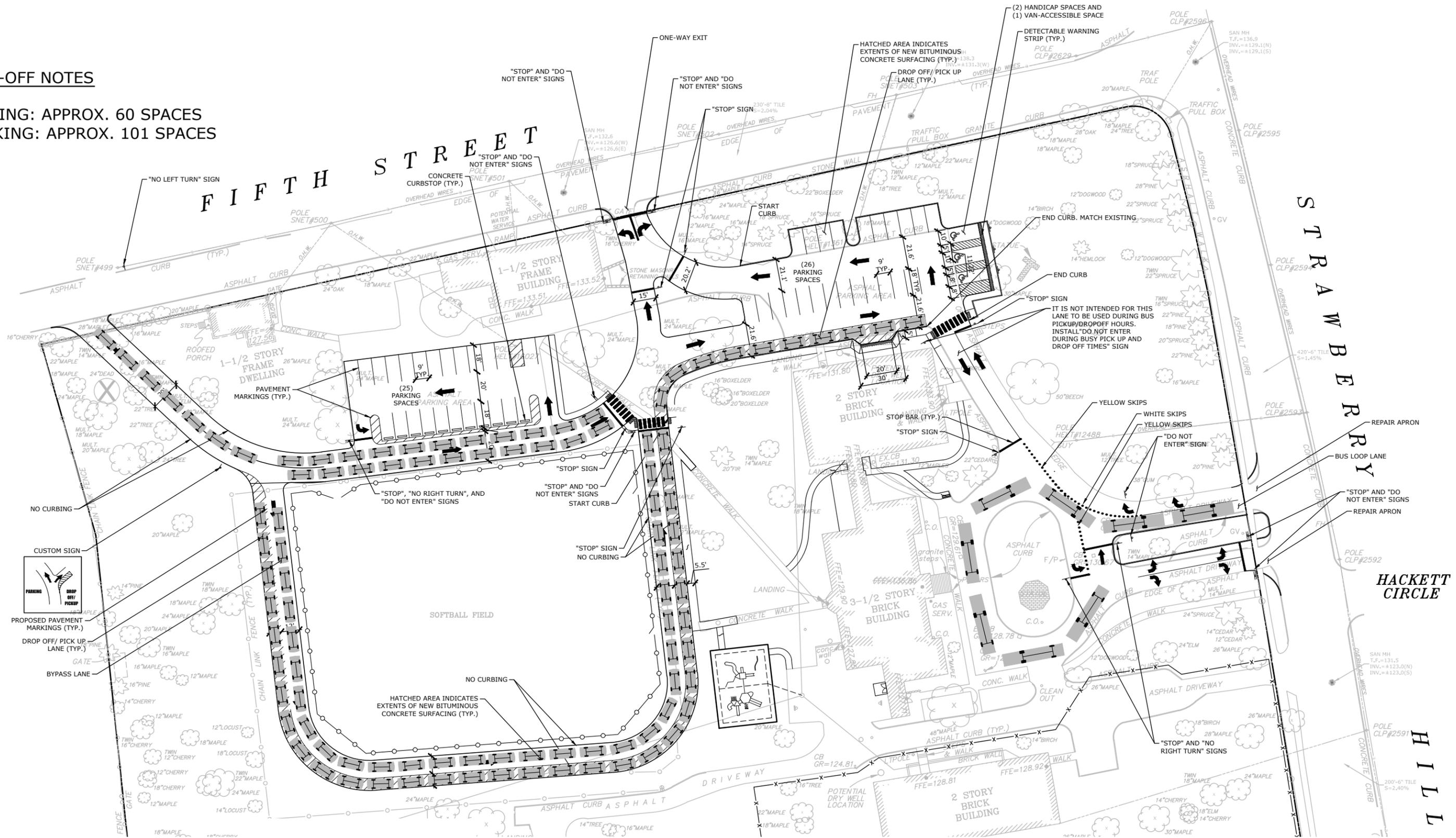
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PICK-UP/DROP-OFF NOTES

SINGLE STACKING: APPROX. 60 SPACES
DOUBLE STACKING: APPROX. 101 SPACES



THE STAMFORD IB | PHASE II

Cost Estimates Phase II Work

Print Date: 9-Sep-15

| | <i>City Budget</i> | 5-Aug-15 Schematic Design | 9-Sep-15 Design Development | Change/Delta: DD-SD | Change/Delta: DD - City Budget |
|----------------------------------|------------------------------|------------------------------|---------------------------------------|------------------------|-----------------------------------|
| Construction Estimate | | \$ 3,671,763.00 | \$ 3,677,580.00 | | |
| Construction Alternates | | \$ 539,852.00 | \$ 353,770.00 ^e | | |
| SUB Total Construction | \$ 2,800,000.00 ^c | \$ 4,211,615.00 | \$ 4,031,350.00 ^d | \$ (180,265.00) | \$ 1,231,350.00 |
| Furniture Estimate | | \$ 259,847.78 ^a | \$ 259,847.78 | \$ - | |
| Technology Estimate ^f | | | | | |
| Hazardous Materials | \$ 3,000,000.00 | \$ 1,387,150.00 | \$ 1,491,205.00 ^b | \$ 104,055.00 | \$ (1,508,795.00) |

NOTES

^a Estimate from WB Mason (Higher of the two estimates received)

^b Reference MUST be made to what is excluded from the HAZ MAT cost. Cost will be broken-up between project phases.

^c Scope increased since original budget, now includes: domestic water plumbing, convent demo, extensive site, etc.

^d DEMOLITION OF cottages NOT included in this cost, but will be added to scope

^e Includes alternate cost for new stage curtain and exterior brickwork cleaning and repointing

^f Estimate to be provided by City

Schedule Highlights

OSF No. 135-0277 / MAG / PF / EA

Print Date: 9.9.15

| Phase | Date | Day of the Week | Task |
|------------------------|-----------------------------|-----------------|--|
| DDs / CDs | Sept 4 th | Fri | Consultant Document Coordination and Review Meeting |
| | Sept 7 th | Mon | Labor Day |
| | Sept 9 th | Wed | Building Committee Meeting: DD Construction Estimate Review |
| | | | Consultant Revit Model Exchange |
| | Sept 10 th | Tue | PE to Rogers to see existing furniture finishes |
| | Sept 11 th | Fri | Updated DD submission to the City Consultant PDFs to PE by 12noon NOTE: this set will be used at OSF DDR (9.23.15) |
| | Sept 16 th | Wed | City DD Comments to Design Team |
| CONSTRUCTION DOCUMENTS | Sept 17 th | Thurs | Consultant CD Specification submission to PE (PDFs) |
| | Sept 21 st | Mon | Consultant CD Drawing Submission to PE (PDFs) |
| | Sept 22nd | Tue | CONSTRUCTION DOCUMENT Submission to City for LOCAL REVIEW Documents simultaneously submitted to Estimator for final/90% CD estimate |
| | Sept 23rd | Wed | Design Development Review (DDR) Meeting at OSF, Hartford, 9am |
| | Oct 9 th | Fri | 90% CD estimate submission |
| | | | Comments back from City – Local Review |
| | Oct 14 th | Wed | Building Committee Meeting |
| | Oct 22nd | Thurs | Plan Completion Review (PCR) Meeting at OSF (NEEDS TO BE SCHEDULED) |
| | Oct 30 th | Fri | Anticipated Permission to Bid from OSF |
| BID | Nov 2 nd | Mon | Bid |
| | Dec 4 th | Fri | Bids Due |
| CONSTRUCTION ADMIN | Jan 4 th | Mon | CONSTRUCTION START |
| | Jul 15 th | Fri | SUBSTANTIAL Completion |
| | End of AUG 2016 | | KIDS START SCHOOL!!!! |

UPCOMING DATES (highlights for September)

Friday, Sept 11, 2015

Phase II Design Development Final submission to City
(drawing set will also be used as OSF set)

Wednesday, Sept 16, 2015

City's DD comments to Design Team

Tuesday, Sept 22, 2015

CD Submission to City for Local Official Review of Documents (per OSF)

Wednesday, Sept 23, 2015

OSF Design Development Review

New K-5 IB Interdictrict Magnet School - Stamford CT

PROJECT SCHEDULE OVERVIEW

June 30, 2015

