

**School Building Committee (2020)**  
**Special via ZOOM App**  
**Tuesday September 15, 2020**  
**6:30 PM**

**Committee Members Present:** Alderwoman Stacy Gould, Alderman Mark Bettencourt, Alderman Joe DeLucia, Heather Romanski, Gregory Ballassi, Bill Hull, Gerald Martin, Peter Gauthier, Greg Carabine and Kristen Talley.

**Committee Members Absent:** Christine Distasio.

**Ex-Officio Members Present:** Jeff Bringing, Chris LaRose, Senator Cathy Osten, Jamie Bender, Josh Pothier, and Athena Nagle.

**Citizens Present:** Charles Warring, John Koplas and Jeff Gutsfield of Colliers International.

- I. Call to Order and Quorum:** Alderman Bettencourt called the meeting to order at 6:33 PM.
- II. Approval of Previous Meeting Minutes:** Gerald Martin made a motion to approve the August 18, 2020 meeting minutes. Greg Carabine seconded. Peter Gauthier asked if paragraph breaks could be inserted when the subject changed and noted to revise “state instructed” to “state advised” under Item V. Peter Gauthier also noted under Item V it stated “Alderwoman Gould asked if the Committee can’t move forward with the restoration project” and per discussion asked that it be changed to “would not be able to receive state funding for the renovation as new if the City has an outstanding bond.” Peter Gauthier also noted a duplication in Item V to be revised. The motion to accept the minutes as revised passed unanimously.
- III. Public Comment:** None.
- IV. Presentation by Colliers Project Leader - Jeff Gutsfield:** Charles Warring, Jeff Gutsfield and John Koplas presented an example “Town of Norwich School Modernization Program;” see attached addendum with presentations. Jeff Gutsfield explained that Colliers International is an owner’s project management firm which represents the interest of clients to manage the building and design of building projects and discussed a similar program conducted in South Windsor. Gregory Carabine asked if the School Building Committee put out an RFP/Q for OPM services would Colliers International be just one of the participants. Alderman Bettencourt stated that was correct and that Colliers International was simply the first firm to reach out so allowed them the opportunity to present for

educational purposes, without any endorsement. Jeff Gutsfield discussed what an OPM could do for Norwich. Charles Warring noted as an early planning point that things can become difficult when multiple referendums are needed to determine what tax payers would support. Discussion regarding State of Connecticut guidelines for new projects and next steps for Norwich occurred. Kristen Stringfellow asked if after securing an OPM would the firm internally conduct an enrollment forecaster and submit format data or if that service is outsourced or the function of an architectural firm. Charles Warring responded that Colliers International would sublet a thermographer specifically to assist in determining if more space is needed or if there is an excess. Discussions occurred regarding individual firms involved with the RFP/Q process. Charles Warring noted that Connecticut does not require the use of OPM services so there was not a timeline on when to engage with a firm however he recommended it be done sooner than later. Kristen Stringfellow explained her experience dealing with OPM's while serving on the Rhode Island Board of Education projects and questioned how their firm's relationship differed in CT. Jeff Gutsfield responded that their firm would put all the aspects of the project out to bid as a part of the RFP process for the Committee's decisions and for the referendum. Jeff Gutsfield stated Collier International's goal is to assist the Committee and be prepared to present on its behalf as well as develop a referendum strategy. Kristen Stringfellow stated she wished to insure tax payers were kept in the loop and open to comment on the project. Gregory Carabine stated the Committee needs to decide which contracting vehicle to use and how much authority they're looking to allocate. Kristen Stringfellow noted from her understanding an OPM can advise if a scope increase is occurring, if the project is on time, etc.

- V. Update on legal / bonding state issues:** Alderman Bettencourt reported that there were still some questions as to how many referendums would be needed and was awaiting additional information from Attorney Mike Driscoll. Alderman Bettencourt stated he was bringing Senator Cathy Osten into the project early so that she may be able to advocate and assist on the legislative side.
- VI. Meeting schedule changes / Approval of 2021 Meeting Schedule:** Alderman Bettencourt noted that the January and February meeting dates would need to be changed due to a conflict with the City Council meetings those months and that the meetings would be held in Room 335 of City Hall unless they were virtual. Alderman Bettencourt suggested moving the meetings to the fourth Tuesday of January and February 2021. Discussion ensued. Bill Hull made a motion to accept the 2021 School Building Committee (2020) schedule as amended. Gerald Martin seconded. All voted in favor. The motion passed unanimously.
- VII. Discussion / Potential Action: Professional services needed to be**

**retained - Creation of RFP/Q:** City Purchasing Agent Bob Castronova was in attendance and stated that once the Committee puts together qualifications for the RFP/Q for the firm the City would advertise and imagined the remaining process would be similar to that of the Fire Service Study. Bob Castronova explained the Committee would receive proposals and then hold interviews with the finalist to make a final selection based on their qualifications, not just the price point. Gregory Carabine commented that when developing the RFP/Q the Committee would need to have clear evaluation criteria for whomever is reviewing the RFP/Q for a clear basis of selection. Bob Castronova agreed and stated those standards would be made by the Committee by decoding the qualifications and weighing them. Discussion ensued. Alderman Bettencourt asked if the Committee wished to use an OPM firm and questioned what the criteria would be for the position. Kristen Stringfellow stated for the consideration of the Committee a rubric of some type of criteria would be helpful for comparison, references, and to develop a scorecard. Gregory Carabine suggested reaching out to the schools mentioned in the Colliers International presentation to see how they approached the RFP/Q process. Gerald Martin recommended looking for a contractor familiar with the age of the buildings and noted he would like to use that metric in the rubric. Alderman Bettencourt made a motion that he, Alderman Mark Bettencourt, coordinate with ex-officio members to gather information to be presented to the Committee members prior to the next scheduled meeting for the OPM rubric. Peter Gauthier seconded. All voted in favor. The motion passed unanimously.

- VIII. Discussion: Tour of facilities:** Kristen Stringfellow stated a touring schedule had been mapped out and would redistribute it for those who did not receive it. Kristen Stringfellow stated the tours would consist of facilities managers and principals walking through the sites highlighting issues and that the custodians would sanitize all high-touch surfaces after the tour. Kristen Stringfellow instructed to contact Amber if a member was interested in participating.

- IX. Additional Items:** None.

- X. Adjournment:** Gerald Martin made a motion to adjourn the meeting at 8:28 PM. Greg Carabine seconded. All voted in favor. The motion passed unanimously.

*Respectfully Submitted,  
Katherine Rose*



# Town of Norwich – School Modernization Program

Owner's Project Management Services

**September 15, 2020**

Prepared by: Colliers Project Leaders



## Services

# What is an OPM?

An owner's project manager (OPM) is a member of the project team under contract with the Owner, **responsible for providing management and oversight of capital projects** (on behalf of the Owner) throughout the planning, design, construction, commissioning, occupancy, and closeout phases.

### Critical matters your OPM oversees

- Optimum use of available funds & maximization of reimbursement
- Due Diligence Management
- Grant Application filing
- Architect selection and contracting
- Oversight of the programming phase and development of the scope of the work
- Contractor selection and contracting
- Project schedule
- Project Budget Management
- Delay avoidance through effective management of changes during construction and effective dispute resolution
- Payment and reimbursement procedures



## Services

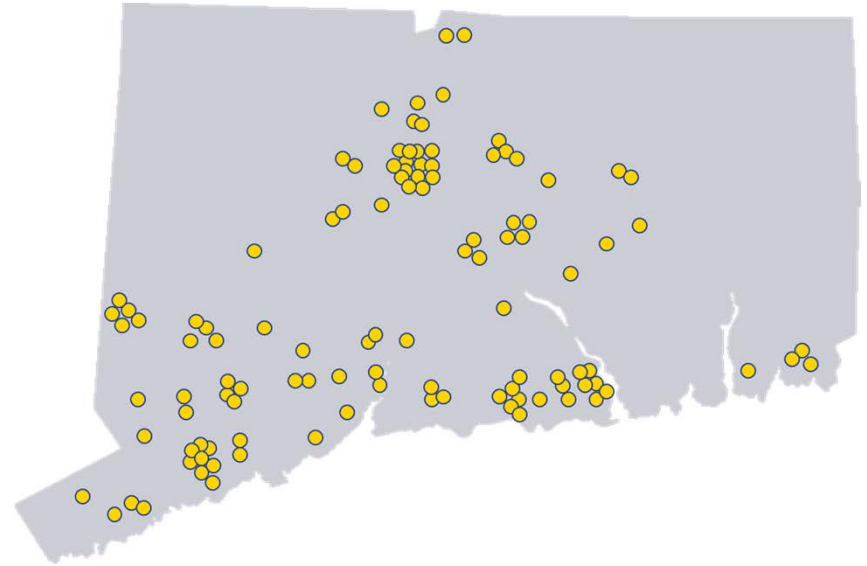
# Who is Using an OPM?



**400+ EDUCATION  
PROJECTS**



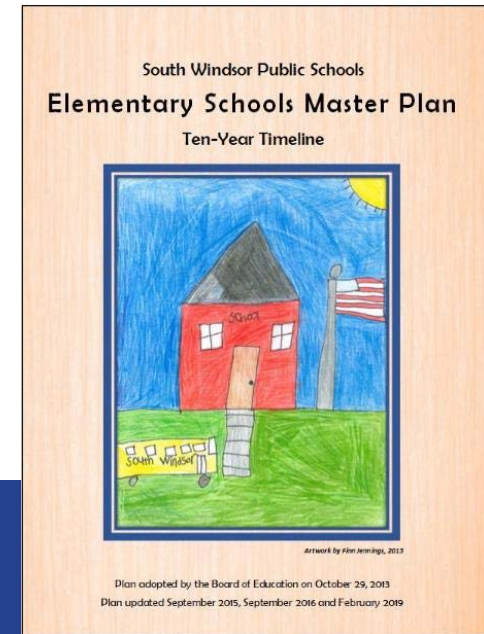
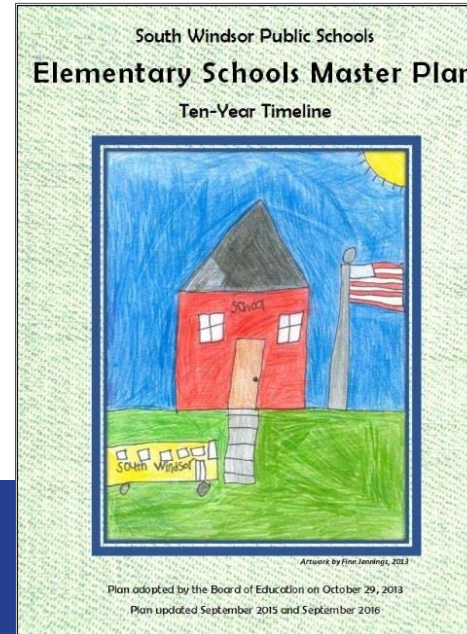
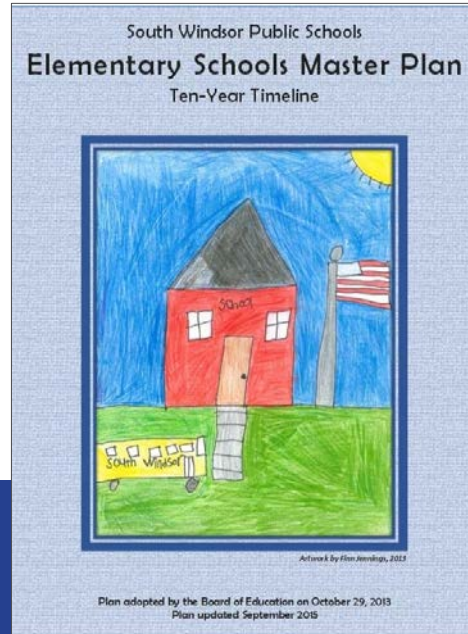
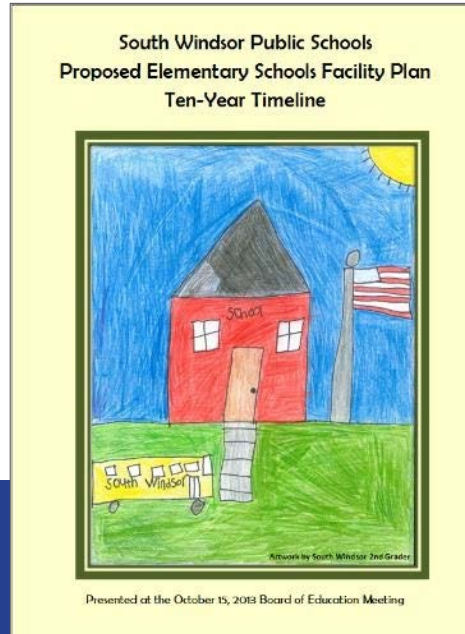
**100+ PUBLIC K-12  
SCHOOL PROJECTS**



- Branford – Francis Walsh Intermediate School
- Cheshire – All Schools
- East Hampton – High School
- Fairfield – Elementary School Program
- Madison – Elementary School Program
- Mansfield – Elementary School
- New Fairfield – High School and Meeting House Hill School
- New London – Bennie Dover Jackson Middle School
- North Haven – Middle School
- Southington – Elementary School Program
- Rocky Hill – Intermediate School
- Regional School District 14 – Nonnewaug High School
- **South Windsor – Elementary School Program**
- Stonington – Elementary School Program
- Wethersfield – Elementary School Program
- Windham – High School






# Elementary Schools Master Plan

## South Windsor Public Schools



# Elementary Schools Master Plan

## South Windsor Public Schools

Academic Year: September - August	Referendum Year 2013 - 2014	2014 - 2015	2015 - 2016	Referendum Year 2016 - 2017	2017 - 2018	2018 - 2019	Referendum Year 2019 - 2020	2020 - 2021	2021 - 2022	2022 - 2023	2023 - 2024	
<div>Orchard Hill Elementary School</div> <div></div>	<ul style="list-style-type: none"><li>1st year of full day kindergarten</li><li>Ed Specs approved by BOE</li><li>Referendum regarding the construction of new Orchard Hill elementary school passed March 2014</li><li>ED 049 Rtd June 2014</li></ul>	<ul style="list-style-type: none"><li>Staff involved in programming design meetings for new OH</li><li>Schematic Design for new OH approved by PRC</li><li>Design Development approved by PRC</li><li>Community meetings conducted in December and May</li><li>ED 049 grant approved June 2015</li></ul>	<ul style="list-style-type: none"><li>Orchard Hill students remained in original Orchard Hill school</li><li>Construction documents filed with Office of School Construction Grant and Review (OSGGR)</li><li>Construction bids received December 2015</li><li>Construction began in February 2016</li></ul>	<ul style="list-style-type: none"><li>Orchard Hill students remained in original Orchard Hill school</li><li>Construction completed April 2017</li><li>Offered tours of new Orchard Hill and Review (OSGGR)</li><li>Construction bids received December 2015</li><li>Construction began in February 2016</li><li>Welcome activities for new students</li><li>Information sessions held</li></ul>	<div>OPENED NEW ORCHARD HILL SCHOOL!</div> <ul style="list-style-type: none"><li>Welcomed redistricted students from Wapping and PRC students from El Terry</li><li>Prepared original Orchard Hill building as "swing space" for PRC</li></ul>	<ul style="list-style-type: none"><li>Original Orchard Hill building serves as swing space for PRC</li><li>PRC Program (PDR/PDR) relocated to Timothy Edwards Middle School to accommodate increased enrollment at Orchard Hill</li></ul>	<ul style="list-style-type: none"><li>Original Orchard Hill building serves as swing space for PRC</li></ul>	<ul style="list-style-type: none"><li>Identify possible future needs of original Orchard Hill building by either BOE or town</li></ul>				
	Actual Enrollment: 387	Actual Enrollment: 389	Actual Enrollment: 389	Actual Enrollment: 425	Actual Enrollment w/ PRC: 485	10/1/18 Enrollment w/out PRC: 614	Projected Enrollment: 642	Projected Enrollment: 667	Projected Enrollment: 689	Projected Enrollment: 695	Projected Enrollment: 694	
<div>Wapping Elementary School</div> <div></div>	<ul style="list-style-type: none"><li>1st year of full day kindergarten</li><li>Overcrowded conditions</li><li>Temporary music classroom constructed in cafeteria</li></ul>	<ul style="list-style-type: none"><li>Staff involved in programming design meetings for new Orchard Hill</li><li>Wapping reorganizing meeting held with Town Manager</li></ul>	<ul style="list-style-type: none"><li>Began planning redistricting for students and staff</li><li>Conducted preliminary transportation analysis</li><li>Staff involved in programming design meetings for new El Terry and Philip R. Smith</li></ul>	<ul style="list-style-type: none"><li>Redistricting plan shared with families</li><li>Planned for transition of medically fragile and elementary intensive programs to El Terry</li><li>Developed new bus routes</li><li>K-5 staff transfers districtwide</li><li>Prepared for classroom moves</li><li>Supported students and families through transition</li><li>Prepared building for town use</li></ul>	<ul style="list-style-type: none"><li>Wapping students redistricted to surrounding schools</li><li>Wapping building used for new SWWS Culinary Arts and Alternative Education programs</li><li>Parks and Recreation Department and Town Building Maintenance moved to Wapping</li></ul>	<ul style="list-style-type: none"><li>Wapping houses Parks and Recreation Department, Town Building Maintenance, and South Windsor High School programs for foreseeable future</li></ul>						
	Actual Enrollment: 302	Actual Enrollment: 303	Actual Enrollment: 312	Actual Enrollment: 339								
<div>El Terry Elementary School</div> <div></div>	<ul style="list-style-type: none"><li>1st year of full day kindergarten</li><li>Overcrowded conditions</li><li>Art-one-Cart implemented</li><li>PRC program consumed six classroom spaces</li></ul>	<ul style="list-style-type: none"><li>Staff involved in programming design meetings for new Orchard Hill</li><li>PRC staff participated in schematic design and design development phases for new Orchard Hill</li></ul>	<ul style="list-style-type: none"><li>Began planning for PRC population to move to new Orchard Hill in Fall 2017</li><li>BOE requested funding for early services in FY17</li><li>Staff involved in programming design meetings for new El Terry and Philip R. Smith</li></ul>	<ul style="list-style-type: none"><li>Conducted early project services</li><li>Developed Ed Specs</li><li>BOE approved Ed Specs</li><li>Information sessions held</li><li>K-5 staff transfers districtwide</li><li>Prepared for classroom moves</li><li>Planned to welcome new students</li><li>March 2017 Referendum passed</li><li>Rtd OSG 049 in June 2017</li></ul>	<ul style="list-style-type: none"><li>PRC students transitioned to new Orchard Hill school</li><li>Welcomed redistricted students from Wapping</li><li>Design phase of new El Terry school</li><li>Schematic Design approved</li><li>Design Development approved</li><li>OSG 049 grant approved by state</li></ul>	<ul style="list-style-type: none"><li>El Terry students remain in original El Terry building</li><li>Information sessions held for El Terry families and property abutters</li><li>Construction documents filed with OSGGR</li><li>Construction bidding commences</li><li>Construction begins Spring 2019</li></ul>	<ul style="list-style-type: none"><li>El Terry students remain in original El Terry building</li><li>Prepare for classroom moves to new building</li><li>Construction of new El Terry completed Spring 2020</li><li>Demolish old El Terry building Summer 2020</li><li>Staff involved in programming meetings for new Pleasant Valley</li></ul>	<div>OPEN NEW ELI TERRY SCHOOL!</div> <ul style="list-style-type: none"><li>Construct new ball fields Fall 2020</li></ul>				
	Actual Enrollment w/ PRC: 441	Actual Enrollment w/ PRC: 442	Actual Enrollment w/ PRC: 421	Actual Enrollment w/ PRC: 425	Actual Enrollment: 437	10/1/18 Enrollment: 443	Projected Enrollment: 428	Projected Enrollment: 418	Projected Enrollment: 432	Projected Enrollment: 429	Projected Enrollment: 429	
<div>Philip R. Smith Elementary School</div> <div></div>	<ul style="list-style-type: none"><li>1st year of full day kindergarten</li><li>Three portable classrooms removed due to unsafe conditions</li></ul>	<ul style="list-style-type: none"><li>Staff involved in programming design meetings for new Orchard Hill</li></ul>	<ul style="list-style-type: none"><li>BOE requested funding for early services in FY17</li><li>Staff involved in programming design meetings for new El Terry and Philip R. Smith (PRC)</li></ul>	<ul style="list-style-type: none"><li>Conducted early project services</li><li>Developed Ed Specs</li><li>BOE approved Ed Specs</li><li>Information sessions held</li><li>K-5 staff transfers districtwide</li><li>Prepared for classroom moves</li><li>Planned to welcome new students</li><li>March 2017 Referendum passed</li><li>Rtd OSG 049 in June 2017</li></ul>	<ul style="list-style-type: none"><li>Welcomed redistricted students from Wapping</li><li>Design phase of new PRC school</li><li>Schematic Design approved</li><li>Design Development approved</li><li>OSG 049 grant approved by state</li><li>Information sessions held for PRC families (living space)</li><li>Swing space transition tours offered to students and families</li><li>Moved to swing space location</li></ul>	<ul style="list-style-type: none"><li>PRC students attend swing space school</li><li>Information sessions held for PRC families and property abutters</li><li>Construction documents filed with OSGGR</li><li>Construction bidding commences</li><li>Demolish old PRC building to prepare new construction site</li><li>Construction begins Spring 2019</li></ul>	<ul style="list-style-type: none"><li>PRC students continue to attend swing space school</li><li>Prepare for classroom moves to new building</li><li>Construction of new PRC completed Spring 2020</li><li>Staff involved in programming meetings for new Pleasant Valley</li></ul>	<div>OPEN NEW PHILIP R. SMITH SCHOOL!</div>				
	Actual Enrollment: 321	Actual Enrollment: 343	Actual Enrollment: 318	Actual Enrollment: 314	Actual Enrollment: 378	10/1/18 Enrollment: 392	Projected Enrollment: 420	Projected Enrollment: 429	Projected Enrollment: 442	Projected Enrollment: 421	Projected Enrollment: 425	
<div>Pleasant Valley Elementary School</div> <div></div>	<ul style="list-style-type: none"><li>1st year of full day kindergarten</li><li>Installed new kitchen floor and removed asbestos</li></ul>	<ul style="list-style-type: none"><li>Replaced roof</li><li>Staff involved in programming design meetings for new Orchard Hill</li></ul>	<ul style="list-style-type: none"><li>Staff involved in programming design meetings for new El Terry and Philip R. Smith</li></ul>	<ul style="list-style-type: none"><li>Information sessions held</li><li>K-5 staff transfers districtwide</li><li>Prepared for classroom moves</li><li>Planned to welcome new students</li></ul>	<ul style="list-style-type: none"><li>Welcomed redistricted students from Wapping</li><li>Installed portable classrooms at Pleasant Valley to accommodate increased enrollment until new building can be constructed</li></ul>	<ul style="list-style-type: none"><li>Acquire adjacent land to increase flexibility of site</li><li>Conduct early site reviews</li><li>Continue to monitor enrollment closely</li></ul>	<ul style="list-style-type: none"><li>Staff involved in programming meetings for new Pleasant Valley</li><li>Develop Ed Specs</li><li>BOE approves Ed Specs</li><li>Held information sessions</li><li>March 2020 Referendum</li><li>File OSG 049 in June 2020</li></ul>	<ul style="list-style-type: none"><li>Design phase of new Pleasant Valley school</li><li>Schematic Design approval</li><li>Design Development approval</li><li>OSG 049 grant approval</li></ul>	<ul style="list-style-type: none"><li>Pleasant Valley students remain in original PV building</li><li>File construction documents with OSGGR</li><li>Construction bidding commences</li><li>Held information sessions for Pleasant Valley families and property abutters</li><li>Construction begins Spring 2022</li></ul>	<ul style="list-style-type: none"><li>Pleasant Valley students remain in original PV building</li><li>Prepare for classroom moves to new building</li><li>Construction of new Pleasant Valley completed Spring 2023</li><li>Demolish old Pleasant Valley building Summer 2023</li></ul>	<div>OPEN NEW PLEASANT VALLEY SCHOOL!</div>	
	Actual Enrollment: 347	Actual Enrollment: 346	Actual Enrollment: 334	Actual Enrollment: 343	Actual Enrollment: 496	10/1/18 Enrollment: 551	Projected Enrollment: 569	Projected Enrollment: 597	Projected Enrollment: 622	Projected Enrollment: 609	Projected Enrollment: 664	



## Experience

# South Windsor School Experience



**Orchard Hill  
Elementary School**  
South Windsor, CT

Completed:	Fall 2017
Schedule:	On-time
Budget:	Under budget by \$1.26M



**Philip R. Smith  
Elementary School**  
South Windsor, CT

Completed:	August 2020
Schedule:	On-time
Budget:	Trending under budget



**Eli Terry  
Elementary School**  
South Windsor, CT

Completed:	August 2020
Schedule:	On-time (including 2 additional classrooms)
Budget:	Trending under budget



**Pleasant Valley  
Elementary School**  
South Windsor, CT

Completion:	August 2023
Schedule:	Early Design
Budget:	\$58.5M

## Experience Our Work in South Windsor

- Managed all phases of the Elementary School Program
- Modified program as details/Town Information changed
- Led communications with OSCG&R
- **Manage the process**



Experience

# Our Work in Stonington



## Hired initially for architect and CM selection

- Successfully negotiated agreements with architect and CM
- Successfully secured the “not-withstanding” legislation
- And in the process....

Cost Savings Measures	\$ Saved
Schedule Compression	\$2.3 Million
PLA Awareness	\$5.0 Million
Middle School Roof Oversight	\$100,000
“Construction Costs” vs “Project Costs” in CM RFP	\$330,000

AND... Recently saved the Town of Mansfield \$1.3 Million



## Services

# What Can an OPM Do for Norwich?

## Manage the Development of the School Modernization Program

- Facilitate meetings with the State of CT (OSCG&R)
- Manage Pre-Referendum Process
  - Enrollment Projections & Ed Spec's
  - Due Diligence
  - Conditions Assessment
  - Option Development

Form ED046 Detail		STATE OF CONNECTICUT		Auditorium Seating Calculations	
Request for School Construction		Department of Education			
Progress Payments		Bureau of School Facilities			
		165 Capitol Avenue			
		Hartford, Connecticut 06106-1631			
School District: South Windsor		(Col. 1)			
School Name: Eli Terry Elementary School		Estimated Application			
State Project Number: 132-0088N		Project Costs			
Payment Request Number: 1					
Costs Authorized: \$37,419,060					
Payment Request For: 6/2019					
ELIGIBLE COSTS					
(1) Architectural Design	\$ 1,725,688				
(2) Site Acquisition					
(3) Facility Purchase					
(4) Other Professional Fees	\$ 1,380,925				
(5) Construction (Fully Eligible)	\$ 28,614,665				
(6) Bonus area - School Readiness					
(7) Bonus area - Full day K					
(8) Equipment/Furnishings	\$ 725,800				
(9) Roof 15-19 years cost					
Sub-Total	\$ 32,447,378				
LIMITED ELIGIBLE COSTS					
(10) Outdoor Athletic Facilities	\$ -				
(11) Natatorium	\$ -				
(12) Auditorium Seating Summation	\$ -				
(13) Gym Seating Area	\$ -				
Sub-Total	\$ -				
INELIGIBLE COSTS					
(14) Ineligible site acquisition	\$ -				
(15) Ineligible facility purchase	\$ -				
(16) Ineligible construction costs	\$ 1,508,035				
(17) Ineligible bonus area - School Readiness					
(18) Ineligible bonus area - Full day K					
(19) Unauthorized cost increase					
(20) Contingency (Owner)	\$ 2,293,627				
(21) Roof ineligible	\$ 1,261,820				
(22) Other - Describe: Bonding Origination, Soft costs, FF&E	\$ 4,971,682				
Sub-Total	\$ 17,419,060				
Project Total	\$ 37,419,060				
Percentage expended through payment month (Total Cumulative Expenditure)					
CERTIFICATION: I hereby certify that to the best of my knowledge the estimate cumulative project expenditures are expected to be expended					
Superintendent/ Director's Name (Type or print)		Signature			
Form completed by (Type or print)		Title			
* Note: Projects that change in cost or scope to a degree determined by the General Assembly for re-authorization in accordance with					

Mr. Matthew Montana  
Chair - Public Building Commission  
Town of South Windsor  
1540 Sullivan Ave.  
South Windsor, CT 06074

Subject: **Eli Terry Elementary Review of Gilbane**

Dear Mr. Montana:

Colliers International has reviewed G Price proposal dated April 2, 2019 for project. Below are our comments to review. The comments apply similar

#### General comments:

- Gilbane's General Condition supersede the AIA A201 - (modified between the Town, the A201 will govern. Colliers articles or requirements.
- Gilbane's General Condition Pilon Nelson.
- Items listed below.

#### Exhibit A - GMP:

- Remove Preconstruction Set Owner shouldn't be paying for rendered.

#### Exhibit B - Site Services:

- Please be advised that if sweatshirts, or other project may be considered ineligible of the incentives to be excess
- We recommend deletion of documents then we recommend
- Web Cam: We recommend Gilbane has presented a presents to the Owner. We quality assurance and monitoring

#### Exhibit C - Qualifications, Assumptions

## New London Public Schools

### Bennie Dover Jackson Middle School

State Project 095-0091 MAG/A

OSCG&R Prep Meeting Agenda

May 15, 2019

#### 1. Introduction of Project Team (See SCG-3000)

- City of New London
- New London Public Schools
- Colliers International (OPM)
- Perkins Eastman Architects
- O&G Industries (CM)

#### 2. Review of Project History

- Grant Application originally submitted June, 2015
- Application resubmitted June 2016
- Project on 2017 Priority List
- Grant Commitment provided October 31, 2017
- Colliers Contracted October 2018
- Perkins Eastman Contracted April 2019
- O&G Selected April 2019 (contract negotiations pending)

#### 3. Review of ED049 & Project Budget

- Review project budget and cost/sf versus building footprint
- Discussion of Magnet status vs ineligible costs

#### 4. Review of Current Macro-Schedule/Deadlines


- Design Start in April 2019
- Design Completion October 2020
- Bids and GMP Nov 2020 through Jan 2021
- Construction Start Feb 2021
- 2-year Deadline October 31, 2019

#### 5. Space Standard Discussion

#### 6. Board of Education Building - Swing Space and Demo



<b>Form ED046 Detail</b>		<b>STATE OF CONNECTICUT</b>	
Request for School Construction Progress Payments		Department of Education Bureau of School Facilities 165 Capitol Avenue Hartford, Connecticut 06106-1631	
School District: <b>South Windsor</b> School Name: <b>Eli Terry Elementary School</b> State Project Number: <b>132-0088N</b> Payment Request Number: <b>1</b> Costs Authorized: <b>\$37,419,060</b> Payment Request For: <b>6/2019</b>		<b>Auditorium Seating Calculations</b> a1. Auditorium Seating Capacity 0 a2. Total Square Footage of Auditorium 0 a3. Square Footage of Seating Area 0 a4. Total Construction Cost of Auditorium \$0 a5. Construction Cost of Seating Area \$0 a6. Cost of Seats and Installation \$0 a7. Total Cost of Auditorium Seating \$0	
<b>ELIGIBLE COSTS</b>			
(1) Architectural Design (2) Site Acquisition (3) Facility Purchase  (4) Other Professional Fees (5) Construction (Fully Eligible) (6) Bonus area - School Readiness (7) Bonus area - Full day K (8) Equipment/Furnishings (9) Roof 15-19 years cost  Sub-Total (10) Outdoor Athletic Facilities (11) Natatorium (12) Auditorium Seating Summation (13) Gym Seating Area  Sub-Total <b>LIMITED ELIGIBLE COSTS</b> (14) Ineligible site acquisition (15) Ineligible facility purchase (16) Ineligible construction costs (17) Ineligible bonus area - School Readiness (18) Ineligible bonus area - Full day K (19) Unauthorized cost increase (20) Contingency (Owner) (21) Roof ineligible (22) Other - Describe: Bonding Origination, Soft cost  Sub-Total Project Total  Percentage expended through payment month:			
<b>CERTIFICATION:</b> I hereby certify that to the best of my knowledge, the cumulative project expenditures as shown on this form are correct. Superintendent/Director's Name: _____ Sign: _____ (Type or print)			
Form completed by (Type or print): _____ Title: _____			
* Note: Projects that change in cost or scope should be reported to the General Assembly for re-authorization.			

135 New Road Madison, CT 06443 www.colliers.com/P/MSNE		TEL: +1 860 395 0055 FAX: +1 203 779 5861			
<p align="center"> <b>New London Public Schools</b>  <b>Bennie Dover Jackson Middle School</b>          State Project 095-0091 MAG/A          OSCG&amp;R Prep Meeting Agenda          May 15, 2019       </p>					
<p> <b>Mr. Matthew Montana</b>          Chair – Public Building Commission          Town of South Windsor          1540 Sullivan Ave.          South Windsor, CT 06074    <b>Subject: Eli Terry Elementary School</b>  <b>Review of Gilbane General Conditions</b> </p>					
<p> <b>Dear Mr. Montana:</b>          Colliers International has reviewed Gilbane's Price proposal dated April 2, 2019 for the project. Below are our comments to the review. The comments apply similarly to the project.       </p>					
<p> <b>General comments:</b> <ul style="list-style-type: none"> <li>Gilbane's General Conditions are superseded by the AIA A201 – General Conditions modified between the Town and the A201 will govern. Colliers' comments are as follows.</li> <li>Gilbane's General Conditions are inconsistent with the project requirements.</li> <li>Items listed below.</li> </ul> </p>					
<p> <b>Exhibit A – GMP:</b> <ul style="list-style-type: none"> <li>Remove Preconstruction Service. Owner shouldn't be paying for preconstruction services.</li> </ul> </p>					
<p> <b>Exhibit B – Site Services:</b> <ul style="list-style-type: none"> <li>Please be advised that this project is a school project. Any project "swag" may be considered ineligible under the incentives to be excessive.</li> <li>We recommend deletion of down documents then we recommend.</li> <li>Web Cam: We recommend that Gilbane has presented a demo of the system to the Owner. We believe quality assurance and monitoring.</li> </ul> </p>					
<p> <b>Exhibit C – Qualifications, Assumptions</b> </p>					
<p> <b>1. Introduction of Project Team (See SCG-3000)</b> <ul style="list-style-type: none"> <li>a. City of New London</li> <li>b. New London Public Schools</li> <li>c. Colliers International (OPM)</li> <li>d. Perkins Eastman Architects</li> <li>e. O&amp;G Industries (CM)</li> </ul> </p>					
<p> <b>2. Review of Project History</b> <ul style="list-style-type: none"> <li>a. Grant Application originally submitted June, 2015</li> <li>b. Application resubmitted June 2016</li> <li>c. Project on 2017 Priority List</li> <li>d. Grant Commitment provided October 31, 2017</li> <li>e. Colliers Contracted October 2018</li> <li>f. Perkins Eastman Contracted April 2019</li> <li>g. O&amp;G Selected April 2019 (contract negotiations pending)</li> </ul> </p>					
<p> <b>3. Review of ED049 &amp; Project Budget</b> <ul style="list-style-type: none"> <li>a. Review project budget and cost/sf versus building footprint</li> <li>b. Discussion of Magnet status vs ineligible costs</li> </ul> </p>					
<p> <b>4. Review of Current Macro-Schedule/Deadlines</b> <ul style="list-style-type: none"> <li>a. Design Start in April 2019</li> <li>b. Design Completion October 2020</li> <li>c. Bids and GMP Nov 2020 through Jan 2021</li> <li>d. Construction Start Feb 2021</li> <li>e. 2-year Deadline October 31, 2019</li> </ul> </p>					
<p> <b>5. Space Standard Discussion</b> </p>					
<p> <b>6. Board of Education Building – Swing Space and Demo</b> </p>					
<p align="center">1 Colliers International   New London Bennie Dover Jackson MS</p>					

# Services

## What Can an OPM Do for Norwich?

- Manage the selection of Architect, CM, and all consultants
- Review all invoices and requisitions
- Design Review and savings due to fewer change orders
- Change Order Review and Evaluation
- Ensure the highest quality of construction is installed (services during construction)
- Ensure the project is completed on time & under budget
- **Maximize State Reimbursement**

## Recommended

# State of CT Guidelines for New Projects

**Each such listing shall include a report on the following factors for each eligible project:**

- An enrollment projection and the capacity of the school
- A substantiation of the estimated total project costs
- The readiness of such eligible project to begin construction
- Efforts made by the local or regional board of education to redistrict, reconfigure, merge or close schools under the jurisdiction of such board prior to submitting an application under this section
- Efforts made by such board to collaborate with other boards of education to reduce under enrollment in the schools under the jurisdiction of such board
- Enrollment and capacity information for all of the schools under the jurisdiction of such board for the five years prior to application for a school building project grant
- Estimate enrollment and capacity information for all of the schools under the jurisdiction of such board for the eight years following such application is submitted
- The State's education priorities relating to reducing racial and economic isolation for the school district

# Services

## Next Steps for Norwich

- Identify the concerns and needs  
(Enrollment, Facilities, Re-Districting)
- Meet with State to review issues / options
- Review prior reports, update as needed
- FCA / Education Planner, Enrollment Projections / Demographer, Ed Spec's, Hazmat / Phase I ESA, Prelim Geotech
- Understand the new State standards
- Space Standard, Special Service Programs
- Debt Service Status



### High School - Additions and Renovations S.P.N.042-0041 RNV Building Committee - Meeting East Hampton High School Owner's Project Manager Report Thursday, January 19, 2017

Activities/Schedule since December 15, 2016

#### Area A (Boiler Room/Music Multipurpose Room/Custodial Area )

- Boiler Room construction will be ongoing until final phase.
- Music multipurpose room turned over, punchlist items ongoing. FF&E installa
- Custodial area turned over, punchlist items ongoing.

#### Area A (T Bell/Fitness/Library)

- Library punchlist items nearly complete.
- T Bell punchlist items are complete. Warranty and change order work being p

#### Phase 3 (Phase 3 broken into multiple areas 3A, 3B Admin wing/Cafeteria)

- Phase 3A/3B classrooms and admin wing: Punch list items are ongoing and ne

#### Phase 4

- Phase 4 (Kitchen): Punch list work is complete.
- Phase 4 (Art/PLC Area/30's Wing South Side Classrooms) – Turned over after v and change order work ongoing..
- Phase 4 (Music Room) – Space complete and punchlist submitted by architect scheduled for 1/20. School move scheduled 1/23 & 1/24.

#### Phase 5

- Hazmat abatement complete. General demo ongoing.
- 50's wing demolition started 1/18/17.

#### Site Work

- Yard drain move at well #2 is complete.

#### Upcoming Activities – Construction

- Phase 5 classroom construction.
- 50's wing demolition and sitework.

#### Current and Upcoming Activities – OPM

- Review COP's
- Manage Phase 4 FF&E punchlist and begin planning phase 5 move
- Manage Phase 5 coordination with Downes



**HIGH SCHOOL BUILDING COMMITTEE**  
Sharon E. Smith, Chairperson  
Michelle Barber, Vice-Chairperson  
Cynthia Abraham, Member  
Roy Gouffier, Member  
Stephen Karney, Member  
Michael Zimmerman, Member  
Tom Seydewitz, Member  
David Nierding, Alternate  
Thomas Cooke, Alternate

### High School - Additions & Renovations

State Project No.: 042-0041 RNV  
Invoice Approval Cover Sheet

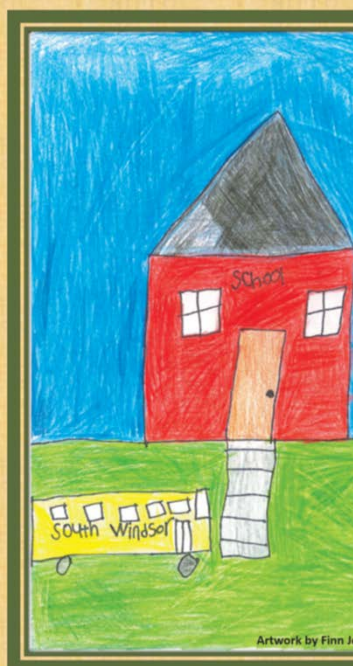
Building Committee Date: 1/19/2017

INVOICES				
Town Code	Company	Invoice No.	Date	Amount
5720	Downes	25	12/31/2016	\$ 631,728.25
5342	SBS/Colliers	17213	12/31/2016	\$ 23,361.00
5339	SLAM Collaborative	1014259	1/11/2017	\$ 21,952.07
5340	Special Testing Laboratories, Inc.	30542	9/30/2016	\$ 1,696.00
5340	Special Testing Laboratories, Inc.	30640	10/31/2016	\$ 5,553.00
5340	Special Testing Laboratories, Inc.	30742	11/30/2016	\$ 6,760.00
5340	Special Testing Laboratories, Inc.	30743	11/30/2016	\$ 1,150.00
5340	Special Testing Laboratories, Inc.	30778	12/30/2016	\$ 4,170.00
<b>Special Testing Laboratories, Inc. Subtotal</b>				<b>\$ 19,329.00</b>
5340	Eagle Environmental, Inc.	14305	11/30/2016	\$ 1,253.00
5340	Horizon Engineering Associates	27	12/2/2016	\$ 2,800.00
5340	WB Meyers	COM-547-16/7	12/31/2016	\$ 10,902.75
5743	Apple Inc.	4421627823	1/3/2017	\$ 595.00
5743	Apple Inc.	4420679301	12/28/2016	\$ 478.00
<b>Apple Inc. Subtotal</b>				<b>\$ 1,073.00</b>
5743	B&H Photo-Video	118905746	12/5/2016	\$ 2,094.00
5743	B&H Photo-Video	118994120	12/6/2016	\$ 594.00
<b>B&amp;H Photo-Video Subtotal</b>				<b>\$ 2,688.00</b>
5743	SHI International Corp.	805926506	12/29/2016	\$ 2,476.00
5743	Carousel Invoice	1890461R	9/16/2016	\$ 30,737.00
5743	Ergonomic Group, Inc.	914953	12/29/2016	\$ 4,704.00
5743	DeClerq Office Group	13924	12/29/2016	\$ 6,104.00
5743	Red Thread	613107	12/13/2016	\$ 2,115.00
5743	Virco	91729912	12/19/2016	\$ 14,491.00
5743	Midwest Technology Products	2074954-PH4	1/6/2017	\$ 16,022.00
5743	WB Mason	SF00028522-AA	11/15/2016	\$ 39,482.00








# South Windsor Public Schools Elementary Schools Master Plan

## Ten-Year Timeline



Adopted by the Board of Education on 10/1/13

Academic Year (Sept 1–Aug 30)	2013-2014 REFERENDUM YEAR	2014-2015	2015-2016
 <b>Orchard Hill Elementary</b>	<ul style="list-style-type: none"> <li>1st year of full day kindergarten</li> <li>Development of Ed Specs</li> <li>Anticipated Spring referendum to construct a new elementary school on the Orchard Hill site</li> <li>ED 049 due June 30, 2014</li> </ul>	<ul style="list-style-type: none"> <li>State review of ED 049</li> <li>Design phase of new school</li> <li>Grant approval June 2015</li> <li>Construction begins in August 2015</li> </ul>	<ul style="list-style-type: none"> <li>Construction continues</li> <li>Orchard Hill students remain in original Orchard Hill school</li> </ul>
 <b>Wapping Elementary</b>	<ul style="list-style-type: none"> <li>1st year of full day kindergarten</li> <li>Overcrowded conditions</li> <li>Forced to construct temporary music classroom in cafeteria</li> </ul>		<ul style="list-style-type: none"> <li>Begin planning redistricting for students and staff</li> <li>Transportation analysis</li> </ul>
 <b>Eli Terry Elementary</b>	<ul style="list-style-type: none"> <li>1st year of full day kindergarten</li> <li>Overcrowded conditions</li> <li>Forced to implement Art-on-a-Cart</li> <li>Pre-K Program consumes 6 classroom spaces</li> </ul>		<ul style="list-style-type: none"> <li>Begin planning for Pre-K population to move to new Orchard Hill School in Fall 2017</li> </ul>
 <b>Philip R. Smith Elementary</b>	<ul style="list-style-type: none"> <li>1st year of full day kindergarten</li> <li>Closure of 3 portable classrooms due to unsafe conditions</li> </ul>		
 <b>Pleasant Valley Elementary</b>	<ul style="list-style-type: none"> <li>1st year of full day kindergarten</li> <li>Install new kitchen floor/asbestos removal</li> </ul>	<ul style="list-style-type: none"> <li>Roof replacement</li> </ul>	
	Current Enrollment: 387	Projected Enrollment: 379	Projected Enrollment: 378
	Current Enrollment: 302	Projected Enrollment: 317	Projected Enrollment: 320
	Current Enrollment: 441 <small>(including 70 Pre-K)</small>	Projected Enrollment: 458	Projected Enrollment: 478
	Current Enrollment: 352	Projected Enrollment: 337	Projected Enrollment: 327
	Current Enrollment: 347	Projected Enrollment: 336	Projected Enrollment: 335

Current enrollment as of 10/1/13

## Services Next Steps for Norwich

- Develop a "Plan"; long range not short term (South Windsor, Wethersfield and Madison)

### Schedule, Parity

- Understand the Town's tolerance for a referendum

### Learn from previous failed referenda

- Establish BOE / Admin & Building Committee Roles

- For New Construction –v- Reno

### Justify (\$), Code Issues – Security, Swing Space

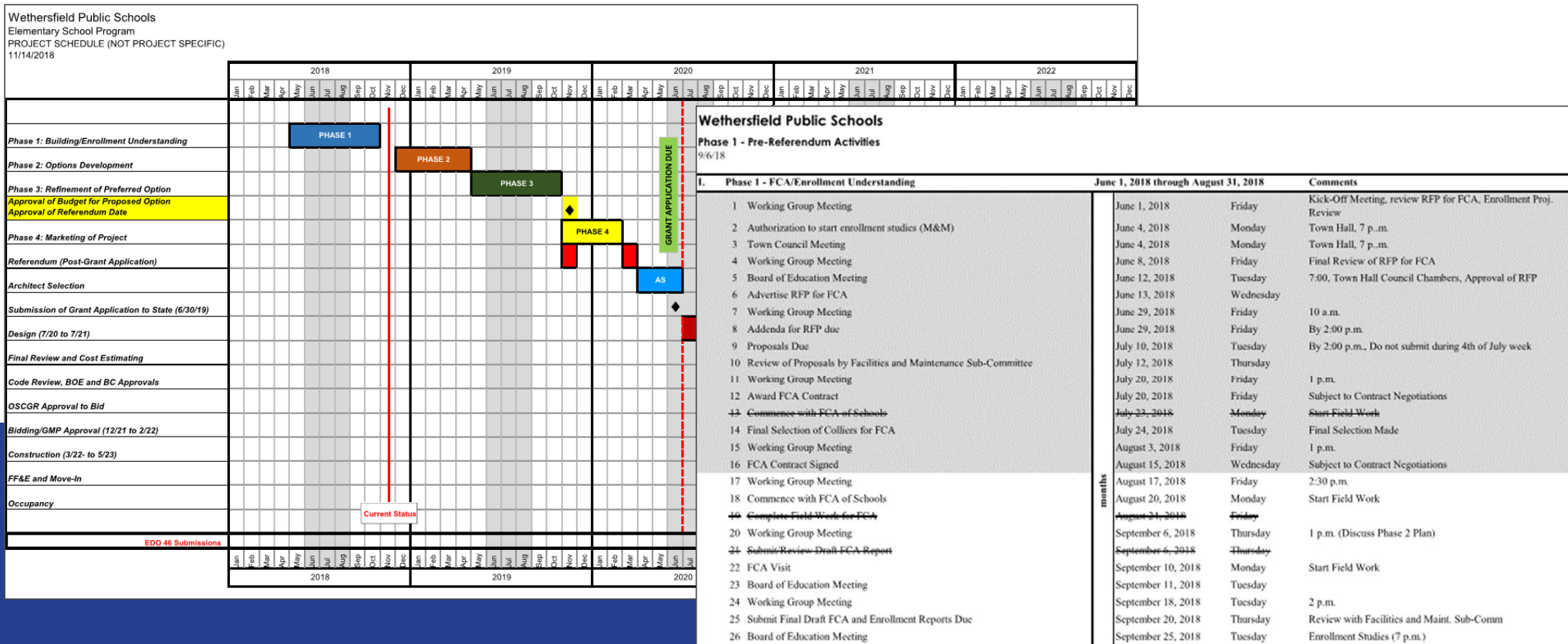
- Develop Public Marketing Plan with:

PAC Support Early, Public Information Sessions, School Tours, Letters to the editor



## Services

# Managing the Process





# Questions & Answers