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TOWN HALL
238 Danbury Road
Wilton, CT 06897

Minutes of the May 13, 2013 Meeting of the Miller-Driscoll School Building Committee

Members Present: Cheryl-Jensen Gerner, Ann Paul, Fred Rapczynski, John Murphy, John Guth, Bruce Hampson, Ray Tobiasen, Rick Tomassetti, Jim Newton, Karen Birck, Jim Meinhold, Dick Dubow

Guests: Gary Richards, Malcolm Whyte, Ty Tregallas

Bruce Hampson called the meeting to order at 5:03 pm

Upon the motion of Jim Meinhold and the second of Rick Tomassetti, the building committee unanimously approved the minutes of the May 1, 2013 meeting.

Bruce Hampson announced that the next meetings of the building committee have been scheduled for June 3 and June 17 at 5 pm in the Miller-Driscoll Conference Room.

Bruce Hampson responded to Jim Meinhold's questions:

- The project will include peripherals.
- The determination of the appropriate amount of storage space, multipurpose space and meeting space and whether or not one computer lab is sufficient will be determined by the building committee as it works through the design process.
- The Board of Selectman will determine what is economically feasible for this project.

John Murphy noted that the District's Director of Technology would like the building committee to make sure that there is sufficient technology infrastructure to support future advances in technology.

Rick Tomassetti asked if his understanding that there were 3 distinct aspects to the project was correct: deferred maintenance, sufficient pre-school space and building upgrades. Dick Dubow stated that that was how the Board of Selectmen were viewing the project.

Jim Newton asked whether there were any known abatement issues that the building committee wouldn't be able to handle. Ty Tregallas responded that all renovation projects involve some abatement and that the building committee should be able to work within the applicable rules to complete the abatement.

Ty Tregallas reviewed the timeline of the project that was handed out at the May 1 meeting and explained the process needed to reach major milestones. He then described the process of seeking reimbursement from the State of Connecticut and some of the challenges we might face is obtaining reimbursement. Malcolm Whyte suggested that the building committee issue an RFP for Construction Management services in the near future. He also stated that the amount of money Wilton will receive will be determined, in part, by how much money the State allocates for school building project

reimbursements. John Guth asked if the amount of reimbursement was based on the low bids. Ty Tregallas stated that reimbursement is based on a state formula and that the low bids for the project were not a part of the formula.

In response to Dick Dubow's question asking if there were different codes for Pre-K and K-2, Ann Paul stated that there were different guidelines for classroom size for Pre-K.

Malcolm Whyte noted temporary classrooms are very expensive and that the cost should be considered when deciding how to meet the need for additional Pre-K space. He also suggested that marketing of the project start immediately. In response to Jim Meinhold's question about a communication strategy and whether there should be a point person, there was consensus that the chairman and vice chairman be the spokespersons for the project.

Ty Tregallas distributed a draft RFP for architectural and engineering services and explained the process of issuing an RFP and selecting an architectural and engineering team. In discussing the RFP, members expressed a desire for greater clarity regarding 1) whether or not the \$29M project cost listed in the RFP included soft costs or was for construction only, 2) whether or not the \$29M had been updated for escalation, and 3) whether or not the \$29M was the cost to the Town after reimbursement. Malcolm Whyte stated that the \$29M figure came from a 2011 study done by the SLAM Collaborative. At that time, Turner estimated the cost of the renovation alternatives presented by SLAM and after applying a reimbursement rate of 17% the cost to the Town of Wilton was estimated to be about \$29M. A discussion followed about what number should be put in the RFP. Malcolm Whyte talked about the challenges of reconciling the design of the project with the ability to bring in a project that the voters will support. Dick Dubow stated that for purposes of issuing the RFPs, he was comfortable with a range of \$29M +/- 10%, which would be approximately \$26M to \$32M.

Bruce Hampson asked building committee members to review the RFP and suggest changes to Ty who will do another draft of the RFP for the next meeting. June 17th was set as the date for issuing the RFP. Bruce asked each member to begin to list questions that should be asked during interviews of architects. He also asked Ty for a listing of architects who are experienced with public school projects. He noted that the building committee needs to decide on the construction management process.

Bruce Hampson asked Ty Tregallas to describe the three Construction Management methods. The consensus of the Committee was to use the *Construction Manager as Agent* process for this project, the same as used on most recent Wilton projects.

The report on the security measures currently in place at the school was postponed to a later meeting date.

Bruce Hampson stated that he expected that the building committee would form sub-committees and/or ad hoc committees to study particular issues.

The meeting was adjourned at 7:10 pm.