

JOHN F. KENNEDY MIDDLE SCHOOL BUILDING COMMITTEE
MEETING MINUTES
February 20, 2020

A meeting of the John F. Kennedy Middle School Building Committee was held at Enfield Town Hall, 820 Enfield Street, Enfield, Connecticut on February 20, 2020.

1. **CALL TO ORDER** The meeting was called to order at 6:31 pm by Randy Daigle

2. **MOMENT OF SILENCE**

3. **PLEDGE OF ALLEGIANCE**

4. **FIRE EVACUATION ANNOUNCEMENT**

5. **ROLL CALL**

MEMBERS PRESENT

Randy Daigle, Gina Cekala, Amy Dennis, Katelyn Dunn, Scott Kaupin, Walter Kruzel, Kevin Margolfo, Michael Monteforte, Joe Muller, Jeff Okun, Greg Strich, Stacy Thurston

ALSO PRESENT

Chris Cykley, Bruce Kellogg, Ilona Prosol, Amar Shamas

MEMBERS ABSENT

Rose Bouchard, Chris Clare, David Costa, William Marr, Christine O'Hare

Stacy Thurston introduces herself. She is a Board of Education Liaison and happy to join the committee.

6. **APPROVAL OF MINUTES**

Motion made by Greg Strich to Accept the Regular Meeting Minutes of February 6, 2020

Seconded by Scott Kaupin

Motion passes by a show of hands

7. **COMMITTEE GUESTS**

None

8. **ARCHITECTS UPDATE**

Bruce states these are the drawings that were sent to the committee members. We need this committee's approval to go to the State to have them review the project to say you are authorized to go out to bid and construct. The other piece is they will make sure you are eligible for reimbursement. This meeting is that you are comfortable with the plans and specifications and the estimates are at the point of where they need to go to the State of Connecticut for review and approval. They are the legal documents that outline the materials, quality and performance and warranties. In addition to what we have, Amar and Gilbane and his team will also have their scope of work that they supplement this with for the various trade bid packages. Two days ago we did receive approval from the State for renovation status. You are official now a Renovate as New status. A copy of the letter is distributed. We did meet with Bob Semmler from the State this afternoon to do a pre-review. We are scheduled for next

Wednesday. He had a couple of questions. It's good to know that he has already put a set of eyes on these documents so he is prepared. Bruce begins slideshow. Bruce shows the site plan, field reconfiguration, the parking lot, the auditorium addition, the fire pump/electric room, the walkway to the fields.

Kevin states the parent loop is a big concern.

Randy states off the property we don't have any control off. We did a traffic study, the State did a traffic study they say said there is no reduction in level of service on the road and the intersections. Right now there is not dedicated lanes. The buses, pedestrians and the cars share the same lane.

Bruce states the layout adds more space. The State Traffic Commission looked at this and said we were good with the loads and the occupants coming in and out. Bruce shows the hub area, the temporary area where the students are being fed in the existing auditorium. The present cafeteria and the present media/library area will be temporary classrooms. In the auditorium after school hours, it can still be used as a multi function space.

Kevin asks at the wood shop are there specification on how the machines are going to be laid out? Safety wise? So nothing will be shooting out facing the doorways?

Bruce states we show locations for the machines in concert with administration. Bruce shows the new auditorium. The lobby area is shown, gym storage, public bathrooms, custodial storage. The school store will have concession space. The space will be acoustically appropriate. In the auditorium there are spaces for wheelchairs and companion seats. The stage is much larger, over 1,000 square feet. It is a performance stage. It is bigger than the current stage with the extensions.

Kevin asks about storage in that area.

Bruce states you have dressing rooms, backhouse storage.

Kevin asks about the dressing rooms.

Randy states you have uniform storage. You also will have counters with mirrors and lights in the dressing rooms.

Kevin asks how many uniforms it was designed for?

Bruce states there are numbers on these drawings that say 34 and 35, so that is the width, five of them. Orchestra and band rooms are shown. Inside the orchestra room is instrument storage, four units. Sheet music storage is shown. In the band room you have additional storage. You also have a different storage room for instruments that are not being used.

Kevin states in the orchestra room it show about 49 seats. The band room is the big question because with the 3 bands and all the instruments, they lay out their cases on the floor.

Randy states they may not be able to lay out their cases on the floor. They may have to take their instrument and leave the case in the other room.

Kevin asks about an office for the band director. Could he make the practice room an office?

Bruce states how the district uses that space is a district call. As far as programming, this is what was requested.

Randy states he didn't request one.

Kevin asks about the decibel readings in the band room.

Bruce states the State code requires a limit on the amount of noise. We meet that, our acoustics engineer has looked at that. Sound isolation is sound transmission coefficient, STC ratings. We have STC ratings on many of the walls in here. On the drawings of the walls, it will give you what the STC rating is. Typically from a classroom to a corridor the STC rating is 60 or 65. Music and those type of rooms are higher STC rating and we have that on those particular rooms. When we design those type of walls we go to a UL book, they test various wall systems and they will give how it's built and what the STC rating is.

Randy states in regards to the ceiling height, we are dealing with existing structure. Ceilings in the band room are 11'4". There are floating systems. You have some ceiling tiles but it's not a fully tiled ceiling. That helps with acoustics.

Bruce states what a floating ceiling does is that it acoustically permits sound above and then it gets trapped up there and doesn't come down. The acoustic engineer looked at that and gave us a report and made recommendation.

Amy states the recommendations are that a band room height be 16'. I understand we have 11'4" now, but with the ceiling clouds it should be acoustically safe?

Randy states right.

Gina asks who is that according to?

Bruce states our acoustical consultants gave us a report with recommendations. We also want to maintain the quality of the sound, too.

Randy states we changed materials to reach the decibel recommendation. Same with the auditorium, we had to do a lot for acoustics and to get rid of the echo. We added a lot of different materials in there. It is because of the volume of noise.

Randy states in the gymnasium we moved the bleachers. We don't want people crossing across in front of a game. We restructured the floor, relined the courts.

Bruce states in the cafeteria there are 4 serving lines, large cafeteria. One of the last pieces to be done is the administration area. Principal, nurse, health, file storage, offices, social workers, new ALP program room.

Randy states with this layout parents are not walking through the building. They come into the lobby, security will buzz them in to the vestibule and then the main office.

Bruce shows typical classroom wing.

Greg asks if the bathrooms are pre-fab?

Amar states we will prefab as much as we can and drop them into the walls.

Bruce shows site plans, showing new field configuration.

Greg asks what the boxes are?

Randy states they are for pods that the Town can purchase for storage of sports equipment. Also, there are handicapped accessible paths. All fields are ADA accessible.

Gina asks what is the field size for the baseball and softball fields? Are there fences?

Randy states we fence the property. Each field doesn't have its own fence.

Gina states outfield should be fenced.

Bruce shows reflected ceiling plans for the hub. It hides piping and cables, still accessible through the panels. Shows exterior of building, standard brick, white window frames. At entrances we created signage, shows auditorium entrance with overhang.

Jeff asks if the rooftop access will be internal with a hatch?

Randy states there are several of them.

Jeff asks if there are adequate tie off points?

Bruce states the units are in the center of the roof as opposed to the edges. There is screening.

Randy states by moving it in the middle you won't see it from the road.

Ilona states regarding roof drainage, the code requires that you have primary drains and overflow drains. Because we are reusing existing structure we are adding secondary drains, the drainage has to be pitched. The overflow drainage has to be visible. When the primary drain is clogged and the other one is running, you will know when you have a clog. In area A we were unable to accomplish that, we are proposing to have sensors in the secondary drainage. If there is water overflowing from the primary it will alert your BMS system. We discussed with the building department and it was allowed.

Jeff states OSHA is pushing tie off's and without guardrails we are required to tie. I want to make sure we have adequate 5,000 pound rated ties offs and I could have 2 or 3 people on the roof servicing a roof top unit. Other things for the future is crane access. If they are not accessible by a crane will we be putting roof hatch hoist so when we have to bring up a 400 pound compressor we're not having to bring in a big crane to do work.

Randy states we don't have any mechanical hoisting system. That is beyond the budget. It wasn't part of the original requirement. We don't have a hoist system for each of the 6 wings, it would be millions of dollars.

Ilona asks do you still require tie offs if the equipment is more than 10 feet from the edge?

Jeff states if it is within 10 feet they make you put the barriers up.

Bruce states we don't have the tie offs now because it hasn't been mandated by OSHA. Certainly that could be something to be considered to be added.

Amar states typically it's the fan system not the whole unit that would go and that would require a crane regardless.

Randy states the roof hatch has the extended pole. That is standard. The units are surrounded by screen so you don't have to put your barriers up.

Bruce states there is a paper trail at the State for this project. One is called Threshold Limits. Distributes letter dated February 20, 2020 from Thomas A. Torrenti. You have to have an independent engineer take a look at the drawings and do a threshold review. This letter essentially states we're good and he's satisfied with what he sees on the documents. Also, Joe Pierz an independent code reviewer went through and had a list of comments we've addressed those and they were sent to the local officials. Tomorrow morning we are sitting with the local officials, they have to sign off on the documents.

Chris states homeplate to the fence is 320 feet.

9. CMR REPORT

Amar states we start to mobilize in late May of this year and substantially complete in Fall of 2022. The documents that Bruce just presented, we take those documents and divide up the work to what we call bid packages. There are about 32 packages. We then assemble the GMP. Then we start issuing trade contracts. Dollar amount is shown for each package and is described. Our first target is to hit the auditorium.

Chris shows CD estimate. Architectural design and professional fees nothing has changed. We are carrying \$400,000.00 for hazardous material monitoring, as well as a \$250,000.00 for testing. GMP \$72,505,332.00. The FFE we're tracking \$1.8 million for furniture and just under \$1 million dollars for technology. The contingency number hasn't changed. We're still at \$1,362,468.00 that is our contingency, that is owner driven changes, unforeseen. Separate from Gilbane's contingency. Our grant is \$84,373,294.00, ineligible costs of \$265,000.00, eligible cost is \$59,472,972.

Amar shows the phasing plan.

10. OWNERS REP REPORT

Chris distributes the DAS Approval of Renovation Status letter.

Randy states the bleachers are 50% eligible because the public uses them. That is common on projects.

Chris states I've been meeting with Andrew and his staff and Jeff and his staff. There will be boxes delivered to the media center. That move will start next Friday. The books will be moved to the Annex library. The books will be put back on the stacks at the Annex. Andrew and I will go over Gilbane's phasing schedule and we will start to tackle moving. Those moves will not be done by DPW staff. Tomorrow morning we will be meeting with the building inspector, fire marshal, ADA/504 official. We will review the 3rd party code review that was done on the drawings. They need to sign off on that. The Plan Completion meeting is on Wednesday morning, that will probably be for 3 days. This means the state will give us the approval to go out to bid. We are tracking March 3rd to advertise. The 042 form I am showing you is saying, on this day, being today, for the school building committee you are certifying you approve the plans and the specs dated July 9th and Gilbane's cost estimate dated February 20, 2020 to go to the State for their review. Tonight, once you vote, you authorize Randy to sign this. Tuesday night we are going to present to the board of education and Walter as the chairman will sign as well, and Chris Drezek as the Superintendent and JCJ as the architect. That is the first form the State will ask for Tuesday morning.

Randy states I've spent a tremendous amount of time going through the drawings and I feel comfortable that the drawings are where they need to be in order to go out to bid. I make the recommendation that you authorize the drawings to go out to bid.

11. BUDGET SUBCOMMITTEE REPORT

Randy states the Budget Subcommittee met and reviewed and approved the following invoices.

Motion made by Scott Kaupin to Add to the Agenda the Following Invoice:

JCJ Invoice Number 9, dated December 31, 2019, in the amount of \$525,559.41

Seconded by Katelyn Dunn

Motion passes by a show of hands

Motion made by Scott Kaupin to Approve JCJ Invoice Number 9, dated December 31, 2019, for \$525,559.41

Seconded by Greg Strich

Motion passes by a show of hands

12. OLD BUSINESS

None

13. NEW BUSINESS

Randy states I feel comfortable making my recommendation to you the building committee to approve and proceed with OSCG PCR review of the final documents to go to the State to go out to bid.

Motion made by Greg Strich To Authorize Submittal to OSCG for PCR Review the Final Documents as Presented to Us

Seconded by Scott Kaupin

Motion passes by a show of hands

14. COMMUNICATIONS SUBCOMMITTEE REPORT

Randy states he sent the subcommittee the flyer that was used for Enfield High when we did the public presentation. I suggest we do a single sheet. At the next meeting they will show us a draft, showing pictures of different areas, some bullet points. They are working on this. We'd like to give this to the

superintendent to distribute to all the schools and be available to the public and the facebook page. We can give it to the board of education and the town council. I'd like to do a public presentation and give the public 30 days notice. We can come up with some dates. I'd like to do the presentation at Enfield High School. I'd like to do the presentation with the building committee members and we can answer questions. I'd like to get into detail. That's why I'd like to have the flyer out earlier. On the high school building committee we used to do a newsletter quarterly. I'd like the subcommittee to do that. It could be posted on the facebook page.

Walter states you need to pick a couple of dates for the public presentation. I can check the calendars.

15. EXECUTIVE SESSIONS

None

16. SCHEDULE NEXT MEETING

Randy states next scheduled meeting is March 5, 2020.

17. COMMITTEE COMMENTS

a. Liaison Comments

Joe thanks Chris for coming Tuesday night to present.

Joe asks if you want a booth for the Town's 4th of July celebration?

Joe will talk to Deb about getting a booth.

b. Committee Member Comments

c. Good to the Order

I. Any Happy News

18. ADJOURNMENT

Motion to Adjourn by Greg Strich

Seconded by Katelyn Dunn

Motion passes by a show of hands

Adjourned: 9:00 PM