

**JOHN F. KENNEDY MIDDLE SCHOOL BUILDING COMMITTEE  
SPECIAL MEETING – ARCHITECTURAL SERVICES INTERVIEWS  
MEETING MINUTES  
March 16, 2019**

A special meeting of the John F. Kennedy Middle School Building Committee was held at Enfield Town Hall, 820 Enfield Street, Enfield, Connecticut on March 16, 2019.

1. **CALL TO ORDER** The meeting was called to order at 9:00 am by Randy Daigle

2. **MOMENT OF SILENCE**

3. **PLEDGE OF ALLEGIANCE**

4. **ROLL CALL**

**MEMBERS PRESENT**

Randy Daigle, Rose Bouchard, Amy Dennis, Katelyn Dunn, Walter Kruzel, Kevin Margolfo, William Marr, Michael Monteforte, Joe Muller, Tim Neville, Jeff Okun, Greg Strich

**MEMBERS ABSENT**

Christopher Clare, David Costa, Bob Cressotti, Scott Kaupin

5. **NEW BUSINESS**

Randy welcomes JCJ Architecture. He explains they have 45 minutes for their presentation. We will do a question and answer period. Please answer the question only. The building committee members introduce themselves.

JCJ begins their presentation. They will leave copies of their presentation. JCJ staff introduces themselves. Firm has been around since 1936 and doing education projects since 1954 with 250 school projects nationally, some offices are in other parts of the country. We do schools, this is what we are passionate about. We are an employee owned firm. We've thought about how kids learn and the spaces to be designed and that has been recognized by numerous awards. We do pro-bono work, working with less fortunate communities, communities affected by Katrina. We help schools do more with less in their buildings. Our team will make this project an easy process. We have a lot of experience working with teachers, staff, community, and the regulatory agencies. Our role is to facilitate that interaction. We have done a lot of work in the Town of Enfield. We have a long relationship with Enfield. We have done 20 middle schools in the last 20 years. We have done a lot of phase construction with kids in place. We have done a lot of renovate as new projects with the State of Connecticut. Renovate to new will allow you to get reimbursed for almost 100% of your work. We retain what we can, we repair, we replace it. We set up weekly meetings, if we don't meet we have conference calls. We understand what Enfield needs from us. We want to maximize the reimbursement.

Question: What is critical path?

JCJ: Phasing, with little impact to students. How we develop the phasing plan.

Question: What is the mitigation plan if you get off schedule with engineering phase?

JCJ: We are comfortable with that schedule. I would like to be more aggressive with that schedule. We are a large enough firm where we have additional resources. We have that expertise in-house.

Question: Will you consider alternate energy sources, such as solar, geo-cells, geo-thermal as part of your design considerations?

JCJ: Yes, we have to meet Connecticut High Performance. We have to look at those. Solar for hot water seems effective. Those are all considerations.

Question: Non-potable water systems such as toilets, will you consider things such as storm water collection, possibly drilling a well on the eastern end of the property?

JCJ: We could. That becomes part of the design process. We've used gray water systems on other school projects. We've had retention/storage tanks. It all has to stay within the budget.

Question: Regarding the site and the students and staff, what are your thoughts on storage of equipment, parking for staff, visitors and construction workers?

JCJ: We know there has been some conversation about using other properties for the contractors. Our proposal shows how the site gets circulated. We will have to carve out an area for the contractors. They are comfortable working around restrictions and occupied schools. We will develop with you what makes the most sense.

Question: Seeing this building in the neighborhood. What were your thoughts about this school?

JCJ: It is a residential school. You have a neighborhood you want to be sensitive to, a lot of green area. The physical building looks a little tired. The building itself and what we are proposing still fits in the neighborhood. We want to keep it consistent.

Question: How do you establish your fees on this project?

JCJ: Our fees are generated by what the work effort is. Part of it is based on work effort, the value. It's a State project so there are agencies we have to work with. Our fee will be us plus the engineer.

Question: Do you see any concerns with the phases and the water? Cutting lines and bacteria?

JCJ: There are always concerns and you want it to go smoothly.

Question: The fields are very sandy. Is there anything you're looking at?

JCJ: When we did the pre-referendum we thought we'd have to re-seed all the fields. You will have to have to have down time, a growing season. It will have to be evaluated.

Question: What about security during construction?

JCJ: Security and safety of a school is first and foremost. The admin suite will stay throughout the project. They will maintain that point of control. From a contractor standpoint it will be a conversation during every phase. Do they badge all their employees? Have a no smoking, no bad language policy. There will be expectations.

Randy thanks JCJ for coming.

JCJ thanks the committee for listening.

Motion made by Greg Strich to go into Executive Session

Seconded by Kevin Margolfo  
Motion passes by a show of hands

Motion made by Greg Strich to come out of Executive Session  
Seconded by Kevin Margolfo  
Motion passes by a show of hands

Randy welcomes Tecton Architects. The building committee introduces themselves.

Tecton begins their presentation. Principal introduces himself. We know that it is a multi phased occupied renovation project. Key question, find a home for everyone, where do you put them? We know we need to stay on schedule, on budget, and the best value. Make smart decisions on the renovations. The quality at the end is our focus. Our job is to transform the quality of the environment. The team introduces themselves. We have a proven record. The core of the team is made up of tenured leadership. We have been in business for 40 years. We have done a lot of work in the public sector. If the team understands the 'why' it ends up with a better result. We have a diverse market portfolio. We have public safety as the experts on our team. We believe the diversity of our work guides the schedule. We've done a middle school in Colchester and it had a complex phasing plan. We did a middle school in Oxford, CT. It was an aggressive schedule. We did a school that included special need students. It was not a high budget school. The foundation of this project was research and evidence based approach. How to best impact learning with calm learning environments. Things we keep in mind, the scope of the work, the cost of the work and the schedule. It's about the transformation of space. Provide a safe, happy and healthy atmosphere. Engage the community, continue the dialog with them. We have to base every decision on what is best for the students. Imagine the possibilities.

Question: What is your proposal for boilers and where are they going to go?

Tecton: New boilers, water heaters would be near the kitchen. Site utilities come to this point anyway. Utilities in the kitchen are the biggest consumer.

Question: What is your experience as a team?

Tecton: All the projects we presented we were a collective team, at least a decade.

Question: How do you hit the ground running, keeping us on schedule?

Tecton: We know you meet on Thursdays, you're going to have to be prepared to meet weekly. We know program verification needs to occur no matter who is selected. Getting in on a week to week basis. You need to continue to get your OPM on quickly. We want to fast track. We will start bid packages. There is efficiency within the team members.

Question: If there is a slump in the schedule, do you have extra people?

Tecton: We do.

Question: How many total parking spaces are we looking at?

Tecton: We were able to through efficiencies pick up some and maintain the current. There is a net increase.

Question: Thoughts on storing supplies, the construction parking, parking for staff and visitors?

Tecton: It is always on the forefront of our minds. It is always part of the design. There will be a site access to where we're working.

Question: Consideration of alternate energy sources? Solar, geo-thermal?

Tecton: Every project we will look at that during schematic phase. We will look to see if we can afford them. Yes, we will study them.

Question: What about non-potable water systems?

Tecton: Those are all things we can consider. It's a matter of cost.

Question: What about the windows?

Tecton: We make sure it is energy efficient. We will study it early on.

Question: Moving the wing, with the flow of the students it was divided. Now you have more congestion.

Tecton: We think we simplified the circulation, it allows for cross-tracking to occur.

Randy thanks Tecton.

Motion Made by Greg Strich to Enter into Executive Session

Seconded by Kevin Margolfo

Motion passes by a show of hands

Motion Made by Greg Strich to come out of Executive Session

Seconded by Jeff Okun

Motion passes by a show of hands

Randy introduces Moser Pilon Nelson Architects. Building committee introduces themselves.

Moser Pilon Nelson staff introduce themselves. This company has been around since 1980. I am a second generation partner. We are educational and healthcare architects. Educational is our biggest market. We have 22 members in our office. We are a traditional hands on shop. We perform as professionals. I have worked on renovations for 30 years. We have worked at Asnuntuck Community College and Lego. He shows a list of schools they have worked on. I have a lot of experience with high schools and working with the State. Shows a slide of a school in Manchester they have worked on that was unoccupied. The students were moved off site. We've worked on a 3 phase project where the kids were moved wing to wing. For your project that is the biggest challenge. We understand you are going CMR and we will have a good working relationship with them. Shows a slide of Tolland high school, it was completed in 19 months. Prince Technical High school has a direct analogy of what you're doing here. Shows Coventry high school slide, it was an occupied school. Norwich Technical school was done in 2 ½ years. Mabel Avery School was moderate renovations, occupied. Pictures are shown of buildings during construction. We know this is going to be a technical phased project. We have a good understand of the layout of JFK. One of the first steps is we need to engage with you. Reconfirm the chain of command and the schedule. We will sit with the school Principal. We will meet with the school staff. Later in design we will revisit it so teachers and staff understand. We will meet with the Town and other principals for comments and we will show you the results of the conversation. We want to know what you think this project should look like. We have an estimator on our team to stay on budget. We have an interior designer and from day one she will be working with us. I know you're going CM, it's more collaborative. We use a 3D model to get information across, it is invaluable. We will work with a geotechnical engineer to get soil testing. We will go in and evaluate what you have in the building for mechanical, electrical and fire protection. We will meet high performance building standard. Fuss &

O'Neil will do environmental consultations with the Town. We understand parking and circulation is important. You will need a construction discharge water permit, a traffic engineering permit. One of the major players is the State. We have extensive experience with them. A 28 month schedule is doable. If you could remove the kids, it would speed up the schedule. The principals do CA. The designers will be out there from day one. We provide value through the design. We work closely with the construction manager. We have a lot of experience with renovation projects. We will collaborate with all staff from Town and the teachers.

Question: What do you consider to be the critical path?

Moser Pilon Nelson: It is the things that might look little on a schedule that can derail a project. I think the summer when the students aren't there is a major critical path. Major abate.

Greg: I'm referring to the engineering side, the design side.

Moser Pilon Nelson: The estimating milestones. To do their estimates and us to do the milestones. We need to have documents ready. Confirmation of the floor plan right up front. Once that's locked, things go on auto pilot. Get the school to agree this is the floor plan. We can't back track. If there are budget issues we need to resolve that fast. The permitting issue is big.

Question: Within your house, what is your mitigation plan if engineering is falling behind schedule?

Moser Pilon Nelson: They wouldn't be here if we had this issue. These people have worked here for decades. We're a highly talented office.

Question: Alternate energy sources? Solar, geothermal? Things you will consider?

Moser Pilon Nelson: We have no problem considering anything. If budget wasn't an issue, we can look at anything. We have worked with solar developers who partner with municipalities. It could be an educational benefit.

Question: Non-potable water systems?

Moser Pilon Nelson: We have done that. You have to be aware of what CT DEEP will allow for rain water recapture.

Question: We currently have a portable trailer boiler. Where are you putting that into your phasing?

Moser Pilon Nelson: The concept is to build your addition first then have boiler/major mechanical in that area. We put that infrastructure in up front and then tap into it as we go along.

Question: Our building is used a lot for community activities. How many proposed parking spaces are you going to have and also, how are you going to provide access to our fields?

Moser Pilon Nelson: There is opportunity to expand the parking. There is potential for parking in the back. The additional width you could make an area with pervious material. You could have additional parking to support the sports parking.

Question: Schedule starts to slip during the design phase, do you have manpower and capability to get that back on track?

Moser Pilon Nelson: We have 2 schools that have just gone out to bid. I am looking for a place to put those people.

Question: Security

Moser Pilon Nelson: We have a security consultant on our team. We will have specific meetings with first responders and town employees. There are state guidelines we follow.

Question: We were saying students stay in the school, what if we move them out? Would it save a large chunk of money?

Moser Pilon Nelson: It could save millions. You will reduce your construction schedule.

Question: In your design do you consider staying with flat roofs?

Moser Pilon Nelson: We would do a mix. It comes down to budget. We will look at it.

Randy thanks them for the presentation.

Motion made by Greg Strich to go into Executive Session

Seconded by Katelyn Dunn

Motion passes by a show of hands

Motion made by Greg Strich to come out of Executive Session

Seconded by Jeff Okun

Motion passes by a show of hands

Randy introduces Antinozz Associates. Building committee introduces themselves.

Antinozz staff introduce themselves. We are located in Bridgeport, CT. Shows slides of current JFK building. We have a full and comprehensive understanding of your needs. We understand your educational goals with your programmatic goals. Security is a big part, to meet standards. Collaborative spaces – we will take your ideas and build into your new goals. Security and safety during construction is a big concern to us. We have the man power to start on this project immediately. Construction start date is doable. Shows slides of 21 century classrooms, science labs, moveable doors and walls. Indoor air quality is important. Libraries should have zones and seating. Computer labs and cafeteria updates shown. Music and art rooms should be fun and inviting rooms. We have completed a number of schools over the past few years. We have been to the State many times and familiar with the process. School safety is an important aspect. We are comparing your project with a project we are doing in Branford, CT. It is very comparable. We try to incorporate as much natural light as possible, a lot of open space. For your project there is a circulation issue in the cafeteria. We try to strive that the students move once. This site has great opportunities as far as energy savings and the educational opportunities. While the building team is renovating inside the entrances may change. We have had solar installation that will provide energy. The landscape we can put wind breaks up. The tree selection, we look at low maintenance. Our approach is to get rain gardens. These can be made as educational systems. We can do something creative in the landscape, plantings in the outdoor classroom area. At the slope you can have outdoor seating. The overall site can be part of the educational setting. Swing space is important. You have the possibility for geothermal. You have a very large amount of roof space, it is a great candidate for solar, or be solar ready. We've identified your program goals. We set the standards for top quality design.

Question: How many projects have you (this team) worked on?

Antinozz: We've worked on a number of projects, 6 or 7 schools.

Question: How many projects is this team on now?

Antinozz: Currently 3 projects.

Question: From engineering perspective, what do you consider the critical path?

Antinozz: Duct work.

Question: If your engineering gets behind schedule, what mitigation plan to you have available?

Antinozz: We have 5 big commercial teams. My team has 9 members. It is the same on the civil side.

Question: Would you consider nonpotable water?

Antinozz: We can do it, it's cost prohibitive. It doesn't pay back on the maintenance side.

Question: What about our current trailer boiler in a mechanical room. What is your look at that?

Antinozz: First we like to get the trailers out, renovate the mechanical room. Get pipe and infrastructure in the building. Get the boiler up and running.

Question: You are located in Bridgeport. If there is a problem how accessible are you?

Antinozz: Very accessible. We work on projects all over the State. I have been living in Cromwell. I like the commute.

Question: Dealing with middle school students what are you using interior now?

Antinozz: In another school we were working on, kids were breaking off the faucet handles. We found a vendor where the nozzle was under.

Rand thanks Antinozz for coming.

Motion made by Greg Strich to enter into Executive Session

Seconded by Jeff Okun

Motion passes by a show of hands

Motion made by Greg Strich that the JFK Building Committee Recommend that JCJ be the Architect for the Project

Seconded by Jeff Okun

Motion passes by a show of hands

Randy thanks everyone.

Joe Muller and Walter Kruzel thank everyone for coming out.

Motion made by Greg Strich to Adjourn the meeting

Seconded by Katelynn Dunn

Motion passes by a show of hands

**6. SCORING**

**7. SELECTION**

**8. ADJOURNMENT**