

JOHN F. KENNEDY MIDDLE SCHOOL BUILDING COMMITTEE
MEETING MINUTES
January 2, 2020

A meeting of the John F. Kennedy Middle School Building Committee was held at Enfield Town Hall, 820 Enfield Street, Enfield, Connecticut on January 2, 2020.

1. **CALL TO ORDER** The meeting was called to order at 6:30 pm by Randy Daigle

2. **MOMENT OF SILENCE**

3. **PLEDGE OF ALLEGIANCE**

4. **FIRE EVACUATION ANNOUNCEMENT**

5. **ROLL CALL**

MEMBERS PRESENT

Randy Daigle, Rose Bouchard, Gina Cekala, Chris Clare, Amy Dennis, Katelyn Dunn, Scott Kaupin, Kevin Margolfo, Michael Monteforte, Jeff Okun, Greg Strich

ALSO PRESENT

Andrew Berriors, Chris Cykley, Sarah Horan, Bruce Kellogg, Walter Kruzel, Joe Muller, Scott Ryder, Amar Shamas

MEMBERS ABSENT

David Costa, William Marr, Christine O'Hare

6. **APPROVAL OF MINUTES**

Motion made by Greg Strich to Accept the Regular Meeting Minutes of November 21, 2019 as Issued

Seconded by Amy Dennis

Motion passes by a show of hands

Randy welcomes Gina Cekala, Town Council Liaison, Scott Ryder, Board of Education Liaison and Sarah Horan, JFK Assistant Principal

7. **COMMITTEE GUESTS**

None

8. **ARCHITECTS UPDATE**

Bruce states we are proceeding to tighten the documents. We will be publishing early next week a set of construction documents (CD) for code review and approval for the State of Connecticut Office of School Construction. The approval by the State is to say they are good, they can go out to bid and the community is eligible for reimbursement. We are proceeding with that piece and a target of having that done within 3 weeks so we can be in front of the BOE the end of January for their approval. BOE has to review these documents and the cost estimate and the committee has to approve. Then the building official, fire marshal, 504 Officer, ADA sign off on the project. A lot will be happening in January. We had an extensive value management/value engineering session with Gilbane and the teams to come up

with options/other ways to include pieces of this building that would not compromise the program or the quality. We have a list of about 34 items. Most were accepted. We are also developing a list of bid alternates, they are safety valves in case times change, the market changes, by the time we go out to bid. Such as unforeseen market conditions. We met with staff and talked about the phasing. One big piece is how do we maintain the operational ability of the school throughout this project. One conversation was technology, where and when do we need to put the technology in place. Once the wing comes on board or goes off, how do we tap into that with no loss of service to the building. Same with electrical and life safety systems. We continue to forge ahead.

Randy states the auditorium is a concern of mine. I haven't seen anything regarding MEP, floor plan, what's required for equipment. I've been approached several times. I need a floor plan of what you're proposing to do, how we're resolving having 3 lunch waves going in there. I need to know what you're requiring for MEP. Did any of that get to Gilbane yet?

Chris states not an actual layout. We met with Denise before Christmas. We went over the line layout that she is hoping for, the equipment needs that she needs. BVH was going to go in to that area and look to see what there is there for electrical. I understand there are some concerns.

Bruce states there has been a back and forth.

Randy states we need to nail that down. Are we providing seating areas? Has any of that been worked out?

Chris states it is going to be a combination of removing one row of chairs, they are also going to provide seats up on the stage for kids to sit there, as well. The two stage extensions will be removed to provide room for the 2 lines and the equipment.

Randy asks if a meeting has been set up with the fire and code officials? That is an area concern of theirs.

Chris states no meeting has been set. We cannot get a hold of Ed Shirley.

Randy states the building official issue was the existing cafeteria, how are we phasing that? How are we getting the food to the auditorium?

Chris states Diane is okay. They have rolling carts. Food will be prepped in the kitchen. Additional warmers will be in the auditorium. Breakfast and lunch will be a grab and go.

Scott asks when in April do we start using the auditorium for lunch?

Randy states Gilbane will be going through the schedule.

Kevin asks if we got any more information on the music wing in regards to our last discussion? They were going to look at storage and size. I brought up hearing loss.

Bruce states the team has not shared any of that with me at this point. I will find out.

9. CMR REPORT

Amar states as Bruce indicated earlier we are working on phasing. I am going to present a slide show to you. Estimating efforts will take place in January. If all goes well get go to the State in February 4, 2020. Typically within a week or two of that date we are authorized to go out to bid. January we will be writing the approximately 37-40 bid packages. Bidding takes about 8 weeks. April break we are poised to start. We will be mobilizing, there are a few areas we are going to attack. We are going to attack our laydown area. We are going to make an attempt to go after the addition, which is the auditorium. We have two areas we are going to be working on, one being the swing space. Since this is phased we don't have a lot of luxury of having a big addition to be able to swing large population. One is temporary swing spaces for classroom. Then there is the area within the library. One other area we recently added is we are going to make an attempt to make a new switch gear room, electrical, teledata and fire pump room. As we phase in the new systems we are going to phase out the old. Layout shown on slideshow. During April break we will prepare the auditorium space to make it a temporary eating area. Library area will become temporary 6 classrooms. Same time line, start mid April and complete in August. June, 2020-February 2021 – Tech ed space, pool closed and blue wing. Summertime we attack site work. February 2021 – August 2021 blue wing done, auditorium, music art, pool area new cafeteria open in Fall of 2021. September 2021 through February 2022 we are attacking the red wing. The very last spaces we are touching are the areas of the temporary classrooms that will become the new admin wing. April 2021 working on white wing. Summer, 2021 – Mechanical room. Also, we will be doing active abatement. Another concern is keeping egress. There will be challenges. The ceilings are full of infrastructure. April, 2022 – Tech ed done. Working on Admin space. June, 2022 – Remove temporary classrooms, restore library and world language. Summer-early fall – 2 spaces (health rooms and corridor). The next step for us is to meet with the building official and the fire marshal.

Bruce states we have had some healthy dialog with the design side and the construction side on how we maintain operations of this facility while maximizing opportunities. We have had several meetings with the school and they challenged us on a few things.

Randy states the Town promised a dedicated inspector to review the drawings and we received an email that we will not have a dedicated inspector and that the Town is going to be in a hardship because one of their reviewers is unavailable. We are entertaining getting costs of getting a third party reviewer. It will be roughly \$15,000.00. The State approved it. This came up at the last minute. That is another road block. I will be asking the Town to reimburse for the cost. We have a schedule to meet. This is not an easy project. Especially with all the utilities, there are abandoned lines everywhere. The ceiling in the hub has years of old ductwork and pipes. We will take down what we need to take down. We can't spend the money to tear that down. We will be doing a public presentation on all this information.

Scott Ryder asks how are we impacting programming? We have the public on our side. I want to be prepared to answer questions. Does this impact the spring play?

Andrew states we moved things up this year (spring play). I use my Principal newsletter (UPDATE) to inform the parents and get the information out there.

Mark Repucci states the everything has been moved up this year and next year we go to the high school.

Gina asks for one page print out of phases and make it available to the parents?

Randy states when we do the presentation we will do that, also. I'd like the presentation flyer to show the phases before we present so they can ask questions.

Scott states he will go to the 3-5 schools to inform them.

Amar states we are waiting for the building official and fire marshal meeting in case they have suggestions. Also, at the high school we did a newsletter with pictures.

Randy states right now we present as a draft. We need to meet with fire marshal and building official first.

10. OWNERS REP REPORT

Chris states the biggest focus now is being sure we have everything in order to get the State approval. We are coordinating all the pieces to get the whole package.

11. COMMUNICATIONS SUBCOMMITTEE REPORT

Michael states we are waiting to get photos from JCJ.

Randy asks the communications subcommittee is to help with the tri-fold flyer we are going to do. I will ask the BOE when is a good time to do the public presentation. We will ask the superintendent to send it out to the entire school system.

Motion made by Greg Strich to add to the agenda the Budget Subcommittee Report
Seconded by Scott Kaupin
Motion passes by a show of hands

12. BUDGET SUBCOMMITTEE REPORT

Randy states the Budget Subcommittee met, reviewed and approved the following invoices:

Motion made by Greg Strich to Add to the Agenda:

CSG Invoice Number 1, dated January 2, 2020 in the amount of \$80,142.84

Gilbane Invoice Number J08621.2, dated December 10, 2019, in the amount of \$80,973.00

JCJ Invoice Number 8, dated November 30, 2019, in the amount of \$329,456.71

Seconded by Scott Kaupin

Motion passes by a show of hands

Motion made by Greg Strich to Approve CSG Invoice Number 1, dated January 2, 2020 in the amount of \$80,142.84

Seconded Scott Kaupin

Rose states I need you to iron out the insurance issue before I can pay the Owners Rep. It's not sorted out yet.

Randy states we have a signed contract so you're obligated to pay.

Rose states to talk to John Wilcox.

Motion passes by a show of hands

Motion made by Greg Strich to Approve Gilbane Invoice Number J08621.2, dated December 10, 2019, in the amount of \$80,973.00

Seconded by Scott Kaupin

Motion passes by a show of hands

Motion made by Greg Strich to Approve JCJ Architecture Invoice Number 8, dated November 30, 2019, in the amount of \$329,456.71

Seconded by Scott Kaupin

Motion passes by a show of hands

13. OLD BUSINESS

None

14. NEW BUSINESS

None

15. EXECUTIVE SESSIONS

None

16. SCHEDULE NEXT MEETING

Greg states I would like to confirm our next meeting is January 16, 2020.

Randy states yes.

Motion made by Scott Kaupin to Add a Special Meeting on January 30, 2019 to our Schedule

Seconded by Katelyn Dunn

Motion passes by a show of hands

17. COMMITTEE COMMENTS

- a. **Liaison Comments**
- b. **Committee Member Comments**
- c. **Good to the Order**
 - I. **Any Happy News**

18. ADJOURNMENT

Motion to Adjourn by Greg Strich

Seconded by Amy Dennis

Motion passes by a show of hands

Adjourned: 7:37 PM