

**TOWN OF NEWTOWN**  
**THE PUBLIC BUILDING AND SITE COMMISSION**  
*THESE MINUTES ARE SUBJECT TO APPROVAL BY THE PUBLIC BUILDING AND SITE COMMISSION*

**Minutes of the Regular Meeting of the Public Building and Site Commission held at  
7:00 pm on Tuesday, October 14, 2014 in the Reed School, Newtown, CT**

**Commissioners Present:** Robert Mitchell (Chair), Anthony D'Angelo, Rick Matschke, Thomas Catalina, Tom Hanlon, Pete Samoskevich and Joseph Borst; **Commissioners Absent:** James Juliano and Roger Letso; **Also Present:** Geralyn Hoerauf from Diversified Project Management; Bill Knight, Clerk of the Works; Jay Brotman and Julia McFadden from Svigals & Partners; and Aaron Krueger and Mike Walker from Consigli.

Mr. Mitchell called the meeting to order at 7:00 pm.

**UPDATE AND PRESENTATION OF THE STATUS OF THE SANDY HOOK ELEMENTARY SCHOOL PROGRESS**

Geralyn Hoerauf from Diversified Project Management presented her monthly report dated October 14, 2014 (Attachment A). The project team has concentrated on completing the construction documents for Phase 4. The documents package is ready for submission to the State once approval is received by PBSC. Documents were submitted to the Building and Fire Marshal's offices. Julia McFadden from Svigals & Partners answered questions posed by the commission regarding changes that were made to a portion of the plans. PBSC made comments to the monthly report that required clarifications from the Project Team. All were acceptable.

After discussion the following motions were made:

Mr. Mitchell MOTIONED to accept the Sandy Hook Elementary School Phase 4 Building Construction Documents for submission to the State of Connecticut Office of School Facilities.

RESOLVED THAT The Construction Documents for the Town of Newtown, Sandy Hook School, dated September 12, 2014 for the State of Connecticut Project Number 097-0114N, Phase 4 of 6, as prepared by Svigals and Partners be accepted by the Public Building and Site Commission for submission to the State of Connecticut Office of School Facilities, for their review and approval, for the purpose of allowing this phase of the project to be released for bidding. The construction documents encompass 257 drawings in 2 volumes as enumerated on sheet T0.01, dated September 12, 2014. The associated specifications encompass volume 1, dated June 23, 2014 and volumes 2, 3, and 4 dated September 12, 2014. M. Matschke seconded the motion and all were in favor. The motion passed unanimously.

Mr. Mitchell MOTIONED to accept the Sandy Hook Elementary School Phase 4 Building Construction 95% Construction Document Cost Estimate for submission to the State of Connecticut Office of School Facilities.

RESOLVED THAT the 95% Construction Documents Cost Estimate for the Town of Newtown, Sandy Hook School, dated September 30, 2014 for the State of Connecticut Project Number 097-0114N, Phase 4 of 6, as prepared by Svigals and Partners and Consigli Construction Co. Inc., pages 1 through 17 and alternates #1 through #9 inclusive, be accepted by the Public Building and Site Commission for submission to the State of Connecticut Office of School Facilities for their review and approval. Mr. Borst seconded the motion and all were in favor. The motion passed unanimously.

Following acceptance of the motions, Mr. Mitchell signed the required EDO42 form for submission to the State Office of School Facilities.

**APPROVAL OF MINUTES**

Mr. Matschke MOTIONED to accept the minutes of 9/24/14, 9/30/14, 10/3/14, and 10/8/14. Mr. D'Angelo seconded the motion and all were in favor. The minutes were approved as written.

**APPROVAL OF SANDY HOOK ELEMENTARY SCHOOL RELATED INVOICES**

Mr. Mitchell MOTIONED to approve payment to Consigli Construction Company, Inc. in the amount of \$14,359.84 to cover Requisition No. 12. Mr. Matschke seconded the motion which was unanimously approved.

**PUBLIC PARTICIPATION – None**

Mr. Borst MOTIONED to enter Executive Session at 8:10 pm to discuss a security review of the school. Mr. Matschke seconded the motion and all were in favor.

Mr. Matschke MOTIONED to leave Executive Session at 8:50 pm. Mr. Borst seconded the motion and all were in favor.

Mr. Borst MOTIONED to adjourn the meeting at 9:00 pm. Mr. D'Angelo seconded the motion and all were in favor.

Respectfully submitted by Tammy Hazen

A



**Sandy Hook Elementary School  
Newtown, CT**

**Monthly Report  
to the Public Building and Site Commission  
October 14, 2014**



Sandy Hook Elementary School  
Newtown, CT

**Monthly Report – October 14, 2014**

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**Sandy Hook Elementary School  
Newtown, CT**

**Monthly Report – October 14, 2014**

**1) Executive Summary**

The efforts of the Project Team during the past month have concentrated on completing the construction documents for Phase 4 – Building Construction and finalizing the CD Phase Cost Estimate. The documents package is ready for submission to the State Office of School upon approval by the BOE and the PBSC.

The Phase 3 Guaranteed Maximum Price was approved by the PBSC at a Special Meeting on September 30 and subcontractor awards were authorized. The Early Site Work package is on schedule to commence mid-October.

**2) Opportunities**

The School Safety Design Committee will hold its final meeting on October 16. Both the BOE and the PBSC will have had a review of the design and security technology components included in the project.

The Phase 3 GMP was presented at approximately \$450,000 under the final CD Cost Estimate. The savings realized enabled the PBSC to accept Alternate #1 – Precast Curbs in Lieu of Bituminous at an additional cost of \$86,215. The balance of the savings will be carried forward to the Phase 4 95% CDs Cost Estimate.

The Phase 3 Site Electrical low bid utilized the discount offered by Cooper Eaton on site light fixtures; savings valued at approximately \$30,000.

3) **Activities this period (Sept. 9 – Oct. 10, 2014)**

a) **Design Phases**

i. **Construction Documents Phase – Phase 4**

The design team has completed the development of construction drawings and specifications for Phase 4, Building Construction and Consigli has produced and reconciled the Phase 4 final Cost Estimate. The construction documents are considered 95% complete and ready for submission to the State Office of School Facilities for review and approval.

ii. **Reviews and Approvals**

The document set has been submitted to the Building Official and Fire Marshal for preliminary review.

Internal reviews underway this month include third-party code review (Pierz Associates), structural peer review (Thomas A. Torrenti, PC) and construction document coordination review (RediCheck).

The project team presented the Phase 4 95% Construction Documents and Cost Estimate to the Board of Education on October 7 and received approval to proceed with submission to the State OSF.

b) **Construction Phase**

i. **Bid Phase – Phase 3**

Bids for Sitework and Site Electrical, Phase 3 Site Improvements were received September 16 and were publicly opened and tabulated. Consigli Construction completed pre-award de-scoping with the two lowest bidders for each package and determined a GMP for Phase 3, along with two alternates for consideration.

On September 30, the PBSC reviewed the GMP proposal along with the results of the bid process and accepted a Phase 3 GMP in the amount of \$6,856,962, which included the addition of Alternate #1, Pre-cast Curbing in Lieu of Bituminous. Sitework was awarded to Earthmovers Inc. and Site Electrical was awarded to Ferguson Electric.

ii. **Construction Phase – Phase 3**

Consigli has applied for the Building Permit for Phase 3.

The submittal review process has begun, in advance of site mobilization.

**c) Other Activities**

**i. Project Website**

No update this period

**ii. Other Informational Meetings**

The project team met with the adjacent property owners and neighbors on September 18 to review the final scope of the project. At this meeting, residents on Crestwood Drive were notified of the deep dynamic compaction work and had the chance to ask questions regarding proposed monitoring activities.

The project Team also met with the Sandy Hook Fire and Rescue on October 6 to present the scope of drainage improvements, Riverside Rd widening and changes to site lighting along Dickinson Drive.

**iii. Federal Grants**

The Town has been informed that the project was not awarded the National Institute for Justice grant “Developing Knowledge About What Works to Make Schools Safe”.

**4) Programmed activities next period (Oct. 13 – Nov. 7)**

**a) Design Phases**

**i. Construction Documents Phase – Phase 4**

The design team will proceed with minor revisions to the construction drawings and specifications for Phase 4 Building Construction based on input from all reviews.

**ii. Reviews and Approvals – Phase 4**

The project team will present the Phase 4 95% Construction Documents and Cost Estimate to the PBSC on October 14 and request approval to proceed with submission to the State OSF.

Preliminary PCT (Plan Completion Test) meeting with the State OSF has been scheduled for October 15.

**b) Construction Phase**

**i. Construction Phase – Phase 3**

Construction is scheduled to begin on October 13 with tree and brush clearing in the area behind the Senior Center property.

A coordination meeting has been scheduled to review the scope and schedule of sitework with the FD, PD and DPW on October 21.

**c) Other Activities**

**i. Project Website**

The website will continue to be updated as new design information is approved for distribution to the public.

**ii. Other Informational Meetings**

None scheduled for the next period, although a second meeting with the neighborhood is anticipated for early to mid-November.

**5) Forecast and Cash Flow Analysis**

The Project Budget is attached. The current budget is based on the approved GMP for Phase 3 - Site Improvements and the 95% CD Cost Estimate which includes Phases 3 & 4, contracted consultant fees, and project Owner costs to complete the project. The budget also includes expenditures already known and committed such as the costs related to demolition and abatement activities. This budget will be revised as project scope is further refined and as additional project costs become known. The team continues to be committed to producing the project within the \$50 million state grant.

A revised Cash Flow Analysis of actual expenditures is attached. The purpose of the design phase cash flow analysis is to reconcile actual expenditures to date with the quarterly requests to the State. Future cash flow analyses will project construction and other project costs on a monthly basis.

**6) Quality and Safety**

No report this period, as construction activities have yet to begin.

**7) Approvals Anticipated by PB&SC**

The next approval requested of the PBSC will be to authorize Consigli Construction to proceed to bidding on the Phase 4 Building Construction package. This approval is anticipated for mid-November after final review and approval of the Phase 4 documents by the State OSF and receipt of their authorization to proceed to bidding..

**8) Attachments**

**a) Current Preconstruction Timeline**



**b) Construction Schedules**

A condensed timeline is attached, highlighting milestones for the preconstruction and construction phases. The Site Work Phase 3 is scheduled to commence in October of 2014 with building construction starting in late January of 2015. Substantial completion is projected for May of 2016, with the balance of the Owner's work completed during the summer of 2016. Full occupancy for the start of the 2016-2017 school year is anticipated for August 2016.

Also attached is the Consigli Construction schedule for Phase 3 Sitework.

**c) Project Budget**

**d) Cash Flow Analysis**

Not provided this period; no revision from previous analysis.



## TOWN OF NEWTOWN

### PUBLIC BUILDING AND SITE COMMISSION

#### SANDY HOOK ELEMENTARY SCHOOL PROJECT TIMELINE

October 14, 2014

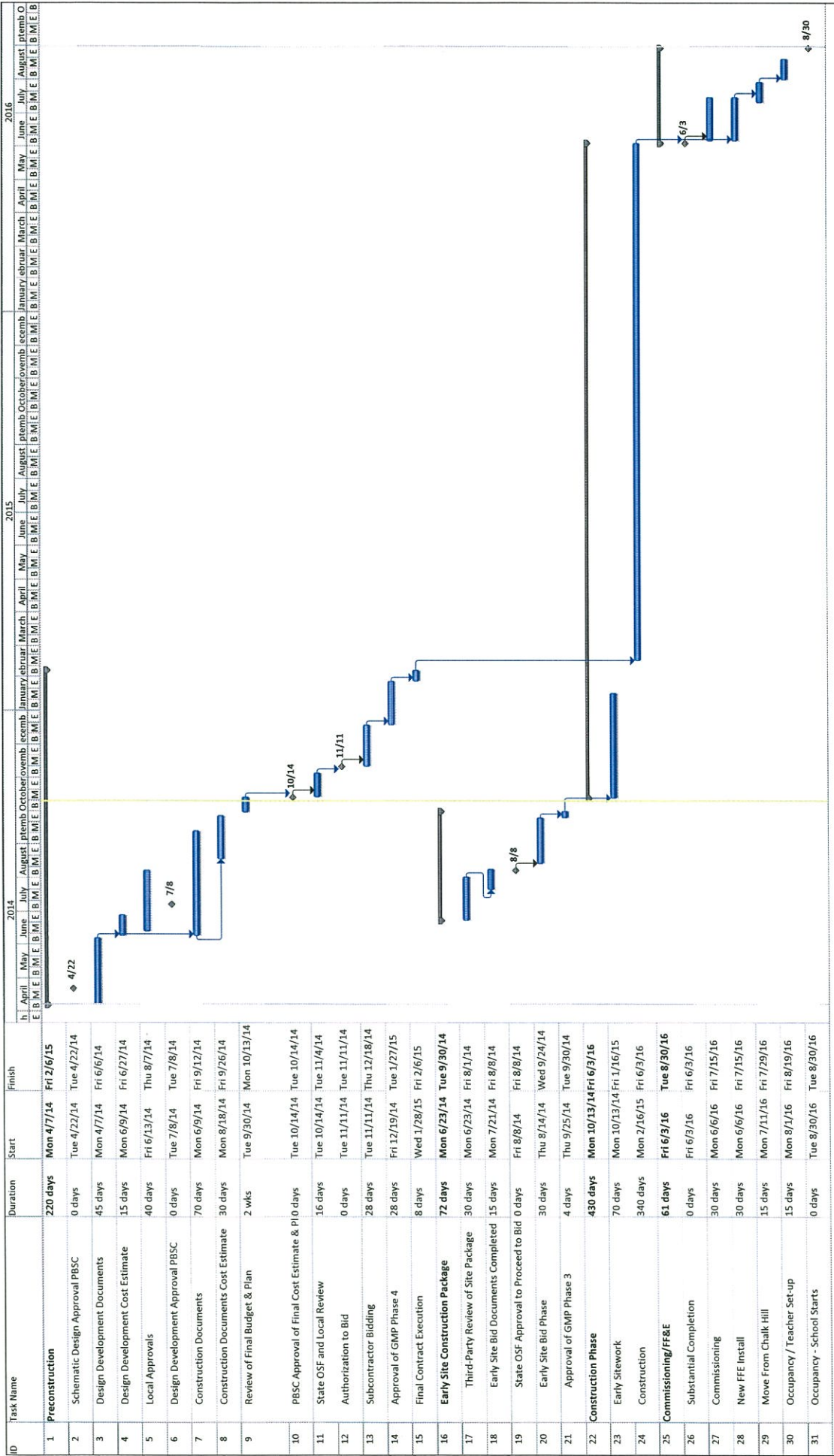
DATE	PHASE 3 ACTIVITY	PHASE 4 ACTIVITY	COMMENTS
Aug. 8	Final OSF Review		
Aug. 8	OSF Authorization to Bid		
Aug. 11		85% CD set due	For cost estimating only
Aug. 12 – Sept. 12		85% CD Cost Estimate	By Consigli
Aug. 12 PB&SC SHES Mtg			No Report
Aug. 14 – Sept. 16	Bid Phase		
Aug. 26 PB&SC Mtg			
Aug. 28	Pre-Bid Site Walk-Thru		9:30am at the Firehouse
Sept. 9 PB&SC SHES Mtg		Review Major Bldg Systems and Finishes	General Review, no approval; Phase 4 Cost Estimate status update
Sept. 12		100% CD set due	
Sept. 15 – Sept. 24		CD cost estimate reviews	Project Team Mtg Sept. 16
Sept. 17 – Sept. 24	Bid Analysis/Build GMP		By Consigli
Sept. 22 – Sept. 26		Check cost estimate by Consigli	Also revisions to Phase 4 CDs based on cost estimate and team VM
Sept. 15 – Oct. 3		Preliminary Third-party review of CD set	
Sept. 23 PB&SC Mtg			
Sept. 25	Bid Results & GMP to PB&SC Clerk for Distribution		PB&SC to review prior to Sept. 30 Special Meeting
Sept. 24 – Sept. 30			Team review of Cost Estimate and VM revisions to CDs
Sept. 30 PB&SC Special Mtg	PB&SC Approval of GMP		
Sept. 30		Phase 4 CDs and Cost Estimate distributed to BOE and PB&SC in advance of approval meetings	BOE to review prior to Oct. 7 meeting; PB&SC to review prior to Oct. 14 SHS Meeting
Oct. 1 – Oct. 10	Town executes GMP Amendment		
Oct. 6 – Oct. 17		Document revisions as required by Third-party reviewer	By Design Team



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**PUBLIC BUILDING AND SITE COMMISSION**

Oct. 7		BOE Meeting to review CDs and Cost Estimate; ED042 sign-off	
Oct. 14 PB&SC SHES Mtg		PB&SC Meeting to review CDs and Cost Estimate	
Oct. 15	Site Construction Begins		
Oct. 15		OSF Initial PCT Review Meeting	Approval to go to Local Review
Oct. 20 – Nov. 3		All reviews – final; Local review and ED042 sign-off by local AHJs: BO, FM, DoH	
Oct. 28 PB&SC Mtg			
Nov. 4 or 5		OSF Final PCT Review Meeting	Authorization to bid Phase 4
Nov. 11 PB&SC SHES Mtg		Authorization to bid Phase 4	
Nov. 12 – Dec. 18		Bid Phase	
Nov. 25 PB&SC Mtg			
Dec. 9 PB&SC SHES Mtg			
Dec. 23 PB&SC Mtg			
Dec. 19 – Jan. 16, 2015		Bid Analysis/Build GMP	By Consigli
Jan. 13 PB&SC SHES Mtg			
Jan. 20		Bid Results & GMP to PB&SC Clerk for Distribution	PB&SC to review prior to Jan. 27 Meeting
Jan. 27 PB&SC Mtg		PB&SC Approval of GMP	
Jan. 28 – Feb. 6		Town executes GMP Amendment	
Feb. 10		Construction Begins	





**SANDY HOOK SCHOOL 2016  
BUDGET TRACKING REPORT  
8-Oct-14**



ITEM DESCRIPTION	CURRENT BUDGET	CONTRACT VALUE	CHANGE ORDERS	INVOICE TO DATE	TOTAL PROJ'D CAP. COST
<b>Site Costs</b>					
Property Cost	\$0	\$0	\$0	\$0	\$0
Appraisals	\$5,400	\$5,400	\$0	\$5,400	\$5,400
Site Survey	\$25,000	\$21,500	\$0	\$21,550	\$21,500
Legal	\$100,000	\$75,016	\$0	\$75,814	\$75,016
Site Signage	\$3,250	\$3,237	\$0	\$3,237	\$3,237
Tank Removal	\$16,000	\$16,089	\$0	\$16,089	\$16,089
Other	\$0	\$0	\$0	\$0	\$0
<b>Site Costs Total</b>	<b>\$149,650</b>	<b>\$121,242</b>	<b>\$0</b>	<b>\$122,090</b>	<b>\$121,242</b>
<b>Professional Fees</b>					
Owners Rep - DPM	\$728,216	\$708,216	\$0	\$319,616	\$708,216
OR Reimbursables	\$36,411	\$36,411	\$0	\$13,612	\$36,411
Architect - Svigals	\$2,760,000	\$2,753,858	\$0	\$1,831,108	\$2,753,858
Architect Add Services	\$766,557	\$512,540	\$0		
Architect Reimbursables	\$85,000	\$85,000	\$0	\$26,620	\$85,000
Haz Mat Consultant - RW Bartley	\$79,000	\$79,495	\$0	\$79,495	\$79,495
Environmental Engineers -TRC	\$125,500	\$119,530	\$0	\$125,522	\$119,530
Clerk of the Works	\$115,000	\$14,742	\$0	\$18,738	\$14,742
Peer Review for State Approval	\$18,500	\$18,500	\$0	\$3,500	\$18,500
Special Inspections & Testing	\$100,000	\$0	\$0	\$1,500	\$100,000
CM - Preconstruction - Consigli	\$178,000	\$177,894	\$0	\$171,009	\$177,894
Other	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0
<b>Professional Fees Total</b>	<b>\$4,992,184</b>	<b>\$4,506,186</b>	<b>\$0</b>	<b>\$2,590,720</b>	<b>\$4,093,646</b>
<b>Construction</b>					
Abatement - Bestech	\$1,122,841	\$1,122,841	\$0	\$1,122,841	\$1,122,841
Demolition - Total	\$951,697	\$951,697	\$0	\$951,564	\$951,697
Building	\$39,500,000	\$0	\$0	\$0	\$39,500,000
Other Offsite Improvements		\$0	\$0	\$0	\$0
Utility Connection Costs	\$100,000	\$0	\$0	\$189	\$100,000
Security - Demo Phase	\$50,735	\$50,734	\$0	\$50,734	\$50,734
Security - Construction	\$0	\$0	\$0	\$0	\$0
Builders Risk Insurance	\$55,000	\$0	\$0	\$0	\$55,000
Multivista Photo Documentation	\$75,000	\$0	\$0	\$0	\$75,000
<b>Construction Total</b>	<b>\$41,855,273</b>	<b>\$2,125,272</b>	<b>\$0</b>	<b>\$2,125,328</b>	<b>\$41,855,272</b>
<b>Voice/Data</b>					
IT/Network Installation	\$50,000	\$0	\$0	\$0	\$50,000
Academic Technology	\$180,000	\$0	\$0	\$0	\$180,000
AV Equipment	\$200,000	\$0	\$0	\$0	\$200,000
Telcomm System	\$100,000	\$0	\$0	\$0	\$100,000
Other		\$0	\$0	\$0	\$0
Other		\$0	\$0	\$0	\$0
Other		\$0	\$0	\$0	\$0
<b>Voice/Data Total</b>	<b>\$530,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$530,000</b>
<b>Furniture Fixtures &amp; Equipment</b>					
Furnishings	\$505,000	\$0	\$0	\$0	\$505,000
Custodial Equipment	\$40,000	\$0	\$0	\$0	\$40,000
Academic Equipment & Supplies	\$45,000	\$0	\$0	\$0	\$45,000
Health Equipment & Supplies	\$20,000	\$0	\$0	\$0	\$20,000
OT/PT Equipment	\$30,000	\$0	\$0	\$0	\$30,000
Other		\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0
<b>FF&amp;E Total</b>	<b>\$640,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$640,000</b>
<b>Specialty</b>					
Integrated Art/Graphics Design	\$25,000	\$0	\$0	\$0	\$25,000
Other	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0
<b>Specialty Total</b>	<b>\$25,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$25,000</b>
<b>Relocation</b>					
Packing	\$0	\$0	\$0	\$0	\$0
Movers	\$0	\$0	\$0	\$0	\$0
Post Move Cleaning - Chalk Hill	\$0	\$0	\$0	\$0	\$0
Liquidation	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0
<b>Relocation Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total of all Categories</b>	<b>\$48,192,107</b>	<b>\$6,752,700</b>	<b>\$0</b>	<b>\$4,838,138</b>	<b>\$47,265,160</b>
<b>Contingency</b>	3.75%	\$1,807,204		N/A	N/A
<b>Project Total</b>	<b>\$49,999,311</b>	<b>\$6,752,700</b>	<b>\$0</b>	<b>\$4,838,138</b>	<b>\$47,265,160</b>