



COMMON COUNCIL

LAND USE AND BUILDING MANAGEMENT COMMITTEE

MEETING AGENDA

WEDNESDAY, NOVEMBER 1, 2017

7:30 PM at NORWALK CITY HALL – ROOM #333

I. ROLL CALL

II. PUBLIC PARTICIPATION

III. MINUTES OF PREVIOUS MEETING(S)

September 6, 2017 and October 4, 2017

IV. OLD BUSINESS (none)

V. NEW BUSINESS

A. Maritime Aquarium

1. Review terms for the proposed Amendment to the Norwalk Maritime Aquarium's lease agreement and refer the following to the Common Council for approval:

“Authorize the Mayor, Harry W Rilling, to execute a First Amendment to the Amended and Restated Lease Agreement with the Maritime Aquarium At Norwalk, Inc., dated December 4, 2014, in order to address the impact of the State's Walk Bridge Project on the Leased Property and to incorporate the Aquarium's proposed improvement plan for the Property.”

B. NFCC Referral

1. Review request to amend Silver Petrucelli Architects' on-call services contract relating to the School Facilities Improvement Plan and refer the following to the Common Council for action:

“Authorize the Mayor, Harry W. Rilling, to execute an amendment to the on-call architectural services agreement with Silver Petrucelli Associates relating to the School Facilities Improvement Plan to increase the contract allowance by \$14,861.00. Acct. #09175010 5777 C0585”

2. Review recommendation for the hiring of a Construction Manager (CM) for the Ponus School renovation and addition project and refer the following to the Common Council for approval:

“Authorize the Mayor, Harry W. Rilling, to execute an agreement with Newfield Construction, Inc. as the Construction Manager (CM) for the Ponus Ridge School (new PK-8 STEM School) renovation and addition project. Terms of the agreement shall include the following:

Preconstruction Phase Services (including reimbursable allowance)	\$102,000
CM Fees (% of total trade bids)	1.20%
CM Contingency (% of total trade bids)	1.5%

Following bidding process, final contract price (GMP) will be submitted to the Common Council for approval. Acct. Acct. #09185010 5777 C0608”

3. Review recommendation for the hiring of a Construction Manager (CM) for the new South Norwalk School project and refer the following to the Common Council for approval:

“Authorize the Mayor, Harry W. Rilling, to execute an agreement with Downes Construction Company, LLC as the Construction Manager (CM) for the construction of the new South Norwalk School project. Terms of the agreement shall include the following:

Preconstruction Phase Services (including reimbursable allowance)	\$110,000
CM Fees (% of total trade bids)	1.55%
CM Contingency (% of total trade bids)	3%

Following bidding process, final contract price (GMP) will be submitted to the Common Council for approval. Acct. Acct. #09185010 5777 C0607”

C. Oak Hills Park

1. Review request to increase contingency allowance for underground contamination remediation at Oak Hills Park and refer the following to the Common Council for action:
“Authorize the Office of Building Management to issue change orders on Herbert Recovery Systems LLC’s contract for contaminated soil removal at Oak Hills Park for an additional allowance not to exceed \$16,000. Acct. # 09151340-5799-C0558.”

D. Building Management

1. Review bids for window replacement at Norwalk Early Childhood Center (NECC) at Roosevelt Center and refer the following to the Common Council:
“a. Authorize the Mayor, Harry W. Rilling, to execute an agreement with Norwalk Glass Company, Inc. for the installation of replacement windows at NECC/ Roosevelt Center for a total not to exceed \$72,042.00 Acct. # 09165010 5777 C0555
b. Authorize the Office of Building Management to issue change orders on Contract for a total not to exceed \$7,204.00.”

VI. MISCELLANEOUS/DISCUSSION ITEMS

**CITY OF NORWALK
LAND USE AND BUILDING MANAGEMENT COMMITTEE
REGULAR MEETING
SEPTEMBER 6, 2017**

ATTENDANCE: Tom Livingston, Chair; Richard Bonenfant, Faye Bowman,
Michael DiPalma, Nick Sacchinelli, Bruce Kimmel

OTHERS: James Giuliano, Consultant; Michael Sgobbo

CALL TO ORDER.

Mr. Livingston called the meeting to order at 7:05 p.m.

I. ROLL CALL

Mr. Livingston called the roll. A quorum was present.

II. PUBLIC PARTICIPATION

There was no one present who wished to address the Committee at this time.

MINUTES OF PREVIOUS MEETINGS.

June 27, 2017 (Joint Public Hearing with Finance Committee)

**** MR. BONENFANT MOVED THE MINUTES OF THE JUNE 27, 2017 (JOINT PUBLIC HEARING WITH FINANCE COMMITTEE).**

**** THE MOTION TO APPROVE THE MINUTES OF THE JUNE 27, 2017 (JOINT PUBLIC HEARING WITH FINANCE COMMITTEE) AS SUBMITTED PASSED UNANIMOUSLY.**

July 5, 2017

**** MS. BOWMAN MOVED THE MINUTES OF THE JULY 5, 2017 MEETING.**

The following correction was noted:

Page 4, under South Norwalk School at Ely site, paragraph 1, line 2: please change the following from:

“between this location and Norwalk Community College appears to be”

to:

“between Springwood Avenue and Wilton Avenue appears to be”

**** THE MOTION TO APPROVE THE MINUTES OF THE JULY 5, 2017 MEETING AS CORRECTED PASSED UNANIMOUSLY.**

August 2, 2017

**** MS. BOWMAN MOVED THE MINUTES OF THE AUGUST 2, 2017 MEETING.**

**** THE MOTION TO APPROVE THE MINUTES OF THE AUGUST 2, 2017 AS SUBMITTED PASSED WITH THREE (3) IN FAVOR (BOWMAN, KIMMEL AND BONENFANT) AND THREE (3) ABSTENTIONS (LIVINGSTON, SACHINELLI AND DIPALMA).**

IV. OLD BUSINESS

A. Review request for assignment of agreement for the City Hall Coffee Shop Concession and refer the following to the Common Council for action:

“Authorize the Mayor, Harry W. Rilling, to execute an Amendment to the License Agreement with Marinellos Pizzeria LLC for the City Hall Coffee Shop Concession in order to assign the Agreement to Rolling Dough Express, LLC.”

**** MR. KIMMEL MOVED THE ITEM.**

Mr. Sgobbo gave a brief overview of the updates in agreement, which involved a name change of the vendor, to the Committee.

**** THE MOTION PASSED UNANIMOUSLY.**

V. NEW BUSINESS

A. Building Management

1. “Authorize the Purchasing Agent to issue a Purchase Order to New England Energy Controls for the installation of controls for the new fan coil units at the Norwalk Museum for a total not to exceed \$52,690.00. Funds are available from account #'s 0914 7100 5777 C0325 and 0916 7100 5777 C0325.”

**** MR. BONENFANT MOVED THE ITEM.**

Mr. Sgobbo said that the unit needed to be replaced but price had come in significantly higher. The City engineers did a mock up, which lowered the price. He explained how the project was split up into three portions. It will be a wireless switch.

Mr. Bonenfant asked about the details of the control system. Mr. Sgobbo said that the fans were leaking. The City has purchased the necessary fan coils. The proposal will complete the job.

**** THE MOTION PASSED UNANIMOUSLY.**

B. Norwalk Public Schools

1. Review proposed land-lease terms for the school bus depot and refer the following recommendation to the Common Council for action:

“a. Authorize the Mayor, Harry W. Rilling, to execute a 25 year Lease agreement with 332 Wilson Avenue, LLC, with the City acting as joint tenant with the Norwalk Board of Education, for property located at 332-334 Wilson Avenue to be used as the school bus depot for Norwalk Public Schools. Lease payments to be made from the Board of Education operating budget, Account #16127001-749-61.

b. Authorize the Mayor, Harry W. Rilling to execute a sublease agreement, with the Norwalk Board of Education as joint sublandlord , and First Student, Inc. as subtenant for the property located at 332-334 Wilson Avenue to be used in connection with its contract for student bus transportation services. Term of the sublease will be commensurate with the term of the services contract for student transportation services.”

Mr. Hamilton, the BOE Finance Director, explained that this project had started almost three years ago when the Board went out for bids. Currently the Board spends about \$9 million for transportation. One of the reasons that they were not able to attract bidders was because there was no site for a bus depot. This is an effort to have the City control the site. Currently there is a lease between First Student and the Wilson Avenue property owner.

Mr. Livingston asked about the length of the contract, which is 25 years. Mr. Hamilton said that they did not think they would be able to find another parcel. A staff member said that there was a direct impact on the land because the length of the contract enabled the BOE to have a lower rent. In exchange for the five year lease blocks, the overall increases were lowered. The staff added that they also looked at other properties and there was nothing really suitable. Mr. Hamilton said that it would save \$56,000 in the first year, and then the rent will escalate at a reasonable rate. There were also environmental concerns and the Legal Department has examined this. He reviewed the

reasons for moving forward with this. Both the main contract and the sublease have been approved by the BOE and needs to go to the full Council. The City is signing as a sub landlord, so it must be approved by the Council.

Mr. Kimmel asked if the BOE had compared the costs that other cities pay. Mr. Hamilton said that he believed the amount would be between 5% and 10% in savings. He added that in the past, there often was only one bid and at the most there were two bids.

Mr. Bonenfant said that they could outright purchase the land and pay it off in 10 years. Mr. Hamilton said that if the City bought the property, there could be liabilities.

Mr. Sacchinelli asked if there was an early termination clause. The staff member explained that she did not know but would get that information to Mr. Sacchinelli.

Ms. Bowman asked if the sublease was for 25 years. The staff member explained that the sublease was only for the current provider.

Ms. Bowman expressed strong concerns about the fact that the streets were very narrow in that area and that there could be a traffic nightmare since elementary schools have the highest volume of traffic.

Mr. Sacchinelli asked about potentially sharing the site with other towns. Mr. Hamilton replied that he did not foresee that happening.

Mr. Livingston asked about the Zoning Compliance. The staff member said that the sublease requires all the regulations and the site plan approval. EPA has been out to the site and the noise comes from two sources. The first issue is the back up signals on the buses, which are mandated by Federal Law. The second one is the warming up phase during the cold months. While First Student has refused to put up fencing, the field house is putting up bushes as a barrier.

Mr. Kimmel pointed out that the buses have been parking there for years and there have been no major changes. Zoning compliance has been in place and the buses will be there regardless of whether the Committee voted yes or no.

Ms. Bowman asked if there had been a traffic study because this was a State road and a major highway. Putting a school there will cause problems. Ms. Bowman said that she wished to be on the record as being against this. She had questions about the planning that was done and spoke about a small patch of land that had trees on it but will now be cut down for a ball field. The roads are narrow. Ms. Bowman indicated a number of streets on the map that were narrow in this area. She said she did not think this was a good idea. This is the time when the Committee should think about what they are about to do, since the lease would be for 25 years.

Ms. Bowman indicated where parents would be turning on the roads to get to the school on the map. She expressed strong concerns about the traffic congestion when the school day would be starting and ending.

Mr. DiPalma said that while those were fair points about the traffic, and Mr. Bonenfant's suggestion about purchasing the property was also valid, since they couldn't find a large parcel for a school, it was unlikely that they would be able to find a parcel for a bus depot. He said that he was trying to look at this realistically.

Mr. Sacchinelli said that he would be more comfortable for the record if they did 15 years with an option for 10 years. He asked what the cost savings would be.

Mr. Livingston asked about the early termination clause. Discussion followed about the details.

**** THE MOTION FAILED WITH THREE (3) IN FAVOR (LIVINGSTON, KIMMEL, AND DIPALMA) AND THREE (3) OPPOSED (BONENFANT, BOWMAN AND SACCHINELLI).**

C. NFCC

1. Review recommendation for architect for the proposed Ponus Ridge School Improvement Project and refer the following to the Common Council:

“a. Authorize the Mayor, Harry W. Rilling, to execute an Agreement with Perkins Eastman Architects, DPC to provide architectural design services for the Ponus Ridge School Improvements Project for a total not to exceed of \$2,290,522.00. Acct. #09185010 5777 C0608

b. Authorize to establish a contingency for additional services as may be required for a total not to exceed \$40,000.”

Mr. Giuliano reviewed the selection process and said there were 14 responses. 4 finalist had interviews. The Selection panel chose Perkins Eastman.

Mr. Kimmel said that he did not understand the Contingency and it seemed low. Mr. DiPalma pointed out that there was also a construction Contingency as well.

Mr. Bonenfant asked why Silver Petrucelli was the lowest bidder. Mr. Giuliano said that a great deal had to do with their presentation, and their concept for design. Mr. Kimmel said that it would be helpful to have copies of the score sheets for the full Council.

Ms. Bowman said that it was a large project and wanted to know if they would complete the job in the number of hours stated. Mr. Giuliano said that the number of hours was just for comparison. The cost they provided was for the completion of the project.

Ms. Bowman asked who would make the final decision on the design. She was told that there would be a Building Committee. Ms. Bowman said that there were no members of the Community on the selection committee. Mr. Livingston said that the two school principals were on the selection committee.

**** THE MOTION PASSED WITH FIVE (5) IN FAVOR (LIVINGSTON, BOWMAN, DIPALMA, KIMMEL AND SACCHINELLI) AND ONE (1) OPPOSED (MR. BONENFANT).**

Mr. Bonenfant said that he voted against the item because he did not see enough information. Mr. Livingston reminded everyone that the score sheets would be included in the Council packets

2. Review recommendation for architect for the proposed South Norwalk School at Ely site and refer the following to the Common Council:

“a. Authorize the Mayor, Harry W. Rilling, to execute an Agreement with JCJ Architecture, PC to provide architectural design services (Tasks A, B, F, G, H, & I) for the new South Norwalk School at Ely Site for a total not to exceed of \$850,000. Acct. #09185010 5777 C0607

b. Authorize to establish a contingency for additional services as may be required for a total not to exceed \$40,000.”

**** MR. DIPALMA MOVED THE ITEM.**

Mr. Giuliano said that there had been interviews held for both schools.

Ms. Bowman asked about the items that were omitted. Mr. Giuliano said that the items that are up for approval are to bring the architect to design development only and the items that were removed involved would be presented after the land swap was finalized. Once the City has full control of the property, they will come back to the Council for additional approvals.

Ms. Bowman stated for the record that she was against this. She said that the information stated that the school would be K-8 and she believed that originally it was for K-5. Having K-8 on the property will have too many students at the school.

Mr. Bonenfant said that he understood the reduction of cost but had some detailed questions about the contract administration phase. Mr. Giuliano said that construction

administration would not be needed until the project was under construction. Mr. Livingston said that that amount was not included in the \$850,000.

Mr. Sacchinelli had some questions about the geothermal listing. He was told that this was to keep the options open.

**** THE MOTION PASSED WITH FIVE (5) IN FAVOR (LIVINGSTON, BONENFANT, DIPALMA, KIMMEL AND SACCHINELLI) AND ONE (1) OPPOSED (MS. BOWMAN).**

3. Executive Session: South Norwalk School at Ely Site – consider the proposed acquisition of properties and to determine property values for negotiation. (Staff representatives: Tom Hamilton and Jim Giuliano)

**** MR. DIPALMA MOVED TO ENTER EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING LEGAL ISSUES REGARDING THE ACQUISITION OF PROPERTY.**

**** THE MOTION PASSED UNANIMOUSLY.**

The Committee members, Mr. Hamilton and Mr. Giuliano entered into Executive Session to discuss legal issues regarding property acquisition at 8:24 p.m. They returned to Public Session at 8:46 p.m. No actions were taken during the Executive Session.

**** MR. KIMMEL MOVED TO AUTHORIZE CITY STAFF TO PROCEED WITH NEGOTIATION WITH PROPERTY OWNERS ADJACENT TO SPINGWOOD ELY PARK FOR THE CITY TO ACQUIRE SAID PROPERTIES FOR THE PROPOSED SOUTH NORWALK SCHOOL PROJECT.**

**** THE MOTION PASSED WITH FIVE (5) IN FAVOR (LIVINGSTON, BONENFANT, DIPALMA, KIMMEL AND SACCHINELLI) AND ONE (1) OPPOSED (MS. BOWMAN).**

VI. MISCELLANEOUS/DISCUSSION ITEMS

There were no additional items for discussion at this time.

ADJOURNMENT

**** MR. DIPALMA MOVED TO ADJOURN.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 8:47 p.m.

Respectfully submitted, S. L. Soltes, Telesco Secretarial Services

**CITY OF NORWALK
LAND USE AND BUILDING MANAGEMENT COMMITTEE
REGULAR MEETING
OCTOBER 4, 2017**

ATTENDANCE: Tom Livingston, Chair; Richard Bonenfant; Bruce Kimmel

STAFF: Alan Lo, Building Facilities Manager

I. ROLL CALL

Mr. Livingston called the meeting to order at 7:35 p. m. There was an absence of a quorum.

II. PUBLIC PARTICIPATION

No member of the public came forward.

III. MINUTES OF THE PREVIOUS MEETING

September 6, 2017

No vote was taken on the minutes.

IV. OLD BUSINESS

A. Ben Franklin Center

1. Review request from Kingdom Refuge Outreach Ministries to lease a room in Ben Franklin Center and refer the following to the Common Council for action:

“Authorize the Mayor, Harry W. Rilling, to execute an Agreement with Kingdom Refuge Outreach Ministries to lease Room #204 in Ben Franklin Center for its youth programs. Lease terms shall be for one year with 1 one-year renewal option. Cost shall be at \$4 per square foot per year for a total of \$2,576 per year.”

Mr. Lo stated that Kingdom Refuge Outreach Ministries of Norwalk is requesting to lease one classroom on the second floor of Ben Franklin Center to operate youth programs to motivate and empower young women through strategic program planning.

Mr. Lo stated that the lease period shall be for one year with a one year renewal option. He stated that as a religious institution, the rate paid would be at \$4 per sq. ft with a cost per year of \$2,576. Utilities would be included. He stated that payment shall be made quarterly at the beginning of each quarter.

Mr. Lo stated that the lessee will be required to provide general liability insurance coverage. Mr. Lo stated that the subleasing would be subject to city approval. Both parties have the rights to terminate the lease within 30 days of written notice.

Mr. Lo stated that Ben Franklin Center is not designed to support multiple tenants on each floor. Leasing to more than one tenant on each floor creates operating concerns.

Mr. Charles Fletcher and Ms. Kim Fletcher came forward in support of the item. Ms. Fletcher stated that there would be 10-15 children enrolled in the program and that there would always be adult supervision. The children will be boys and girls between the ages of 13 and 17. Ms. Fletcher stated that she did not know what documents she needed to submit to the Committee. Mr. Lo stated that at the last meeting and in a subsequent conversation, he asked for 501 (c) 3 certification. Mr. Fletcher and Ms. Fletcher left the meeting.

V. NEW BUSINESS

A. Maritime Aquarium

1. Review proposed Maritime Aquarium improvement plan and refer the following to the Common Council for action:

“a. Review and approve the proposed Norwalk Maritime Aquarium improvement plan as developed to address the State’s needs for the Walk Bridge replacement project and refer the plan to the Common Council for approval. Subject to Common Council approval, City staff is authorized to sign-off on construction plans and related permits/documents consistent with the approved plan. All new agreements or modifications to existing agreement(s) must be submitted separately to the Common Council for approval.

b. Refer proposed improvement plan to the Norwalk Planning Commission for review in accordance with Connecticut General Statutes – Section 8-24.”

Attorney Liz Suchy came forward in support of the item. She stated that the State’s Walk Bridge Improvement Project requires substantial changes to the Maritime Aquarium. The IMAX Theater and various Aquarium exhibits will need to be relocated. She stated that the Aquarium has worked closely with the State to identify the State’s needs as well as the scope and funding for the redesign of the Aquarium. She stated that an architect and construction management team have been retained to assist the Aquarium in the development of the project and its associated project requirements. Atty. Suchy presented site plans.

Mr. Lo stated that because the City is the property owner, approval of the plan and any potential changes to the terms of the agreement between the Aquarium and the City would require Common Council approval.

Chairman Livingston stated that he will forward the item to the Planning Commission.

B. Building Management

1. Review bid result for the City Hall Roof Replacement Project and refer the following to the Common Council for action:

“a. Authorize the Mayor, Harry W. Rilling, to execute a Contract with Young Developers, LLC for the City Hall Roof Replacement Project for a total not to exceed \$830,421.00. Acct. #09/15/16/17 7100 5777 C0439 and account subject to Special Capital Appropriation.

b. Authorize the Office of Building Management to issue Change Orders on Contract for a total not to exceed \$83,042.00.”

Mr. Lo stated that the existing roof on City Hall was installed as part of the 1986 adaptive reuse of the old Norwalk High School for the current City Hall. He stated that Phase I of the roofing project was completed in the spring of 2017. The project included the replacement of about half of the roofing areas and the replacement of the copper dome over the atrium. He stated that at the present time, there is a free balance of \$285,943.15 in the City Hall roofing accounts.

Mr. Lo stated that as part of the 2017-18 Capital Budget requests, Building Management requested an additional \$700,000 for Phase II of the roofing replacement project. During the budget process, Building Management, in cooperation with the Finance Department and the Planning & Zoning Department, developed an alternate funding strategy by recapturing about \$580,000 of old capital project funds.

Mr. Lo stated that he initiated a Special Capital Appropriation request in the amount of \$509,000 for this project. The revised budget will be \$915,000.

Mr. Livingston stated he would refer the item to the Common Council.

VI. MISCELLANEOUS/DISCUSSION ITEMS

A. Discussion on the future use of City property located off Ridge Farms Road, Lot #20 D, House #10 ½

The item was withdrawn.

B. Discussion on the status of City property located at 127 Fillow Street.

Mr. Lo stated that at the May 4, 2016 LU & BM Committee meeting, a possible sale of 127 Fillow Street was discussed. The potential buyer would secure a zone change from AAA Residential Zone to AA Residential Zone. He stated that the property is 1.56 acres, and the property owner would have the ability to create two building lots.

No action was taken on the item.

ADJOURNMENT

Chairman Livingston adjourned the meeting at 8:41 p. m.

Respectfully submitted,

Tom Blaney
Telesco Secretarial Services

City of Norwalk
Land Use & Building Management Committee
Regular Meeting
Page 3 of 3

MEMORANDUM**From: Diane Beltz-Jacobson, Assistant Corporation Counsel****To: Members of the Land Use and Building Management Committee of the Common Council****Dated: October 4, 2017****Re: Summary of Proposed Terms of First Amendment to Amended and Restated Lease of Maritime Aquarium Property at 10 North Water Street**

The City of Norwalk created the Maritime Aquarium At Norwalk Authority (originally the Norwalk Maritime Center Authority) in 1985 by enacting Chapter 70 of the Norwalk Code. The initial purpose of the Authority was to assist in the development of the Maritime Center along the waterfront areas of the City on property located at 10 North Water Street (the Property). One specific way in which the Authority assisted was to issue bonds to fund the development of the Property into a maritime aquarium and educational facility designed for the use, enjoyment and benefit of the public.

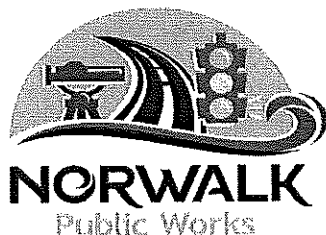
Thereafter the City leased the Property to the Authority in order to facilitate the development of the Maritime Aquarium and the Authority, in 1986, executed a sublease of the Property with what was then known as the Maritime Center. That Sublease was subsequently modified and amended at various times from 1988 to 2001. Most recently, the City of Norwalk ("the City"), the Maritime Aquarium At Norwalk Authority ("the Authority") and the Maritime Aquarium At Norwalk, Inc. ("The Aquarium"), executed an Amended and Restated Lease dated December 2, 2014, for the Property which amended and restated, in its entirety, the Original Lease in order to reflect the current relationship between the parties. The intent of this 2014 document was both to have its provisions replace the Original Lease and to extend the effective term through July 29, 2031.

This past year the State of Connecticut approached the City and the Aquarium regarding its plans for the reconstruction of the Walk Bridge ("The Project") and the potential impact the Project would have on the Property. Specifically, the State contemplates that for purposes of the Project it will (1) take, by eminent domain, the land on which the IMAX Theater currently sits; (2) raze the IMAX Theater building; and (3) take an additional portion of the Property by eminent domain for temporary and permanent easements along the Norwalk River necessary to create a right-of-way in favor of the State for purposes of its planned construction activities. Based on its review and assessment of the proposed Plans, the Aquarium determined that in order to withstand the impact of the Project and, in particular, to ensure the proper care and survival of its animals, protect the safety of its staff and visitors and continue to operate as a regional educational resource, it would need to relocate and /or replace certain of its facilities and assets. The First Amendment to the Lease is intended to address these changes and the impact they will have on the existing relationship between the City and the Aquarium as well as to acknowledge the changes that will have to be made to the Property and the building situated thereon.

The Material terms of the First Amendment will address the following:

1. The parties acknowledge that the State will award compensation for the “functional replacement” of certain building improvements necessitated as a result of the Walk Bridge Project and acknowledge that such compensation should be directed to the Aquarium. The City shall “direct and authorize” the State to make such payments directly to the Aquarium as they become available.
2. The specific improvements to the present building on the Property that the parties believe will be classified as “functional replacements” are generally described as including the replacement and rebuilding of the IMAX Theater and the replacement of certain of the Aquarium’s exhibits that will be displaced by the Walk Bridge Project, including the relocation of those animals impacted. The scope and details of the IMAX theater replacement/reconstruction and the relocation of the impacted exhibits are described in the attached document prepared by the Aquarium entitled “Functional Replacement” and are depicted in the plans to be presented.
3. The City will receive the award of funds from the State resulting from the condemnation and / or taking by the State of any of the real property in connection with the construction of the Walk Bridge reconstruction and ongoing maintenance. This will include awards for both temporary construction easements and permanent easements / rights of way in favor of the State across the Property.
4. The Lease is silent on whether the City will compensate the Aquarium for any unreimbursed costs it may incur in the replacement/rebuilding project that it contemplates for the IMAX Theater and its exhibits. That subject will be handled outside of the Lease and as yet has not been resolved.
5. The City will be entitled to receive any additional funds awarded by the State and not considered part of the “functional equivalent” calculation.
6. The City acknowledges in the Amendment: 1) that it has had the opportunity to review the plans for the construction of the new IMAX theater in the current North Parking Lot area (employee parking area) of the Property and the exhibit relocation plans, including the addition and new entrance construction; 2) that it generally approves of the plans subject to final construction plans complying with all applicable zoning and building code requirements, and further subject to the Aquarium obtaining all required approvals.
7. The Lease will reaffirm that the land along the Norwalk River adjacent to the Aquarium building, together with the current site of the IMAX Theater will continue to be available to the Aquarium as part of the leased Property, notwithstanding any easement to the State. However, the Aquarium acknowledges that the City as landlord will be building a walkway along the Norwalk River and performing other work as part of the Walk Bridge Project on the Property. Aquarium agrees to cooperate with City’s contractors in connection with such work.

8. The City agrees to grant Aquarium's contractors reasonable access to the Property as may be necessary for the construction of the new IMAX Theater. The parties also agree to provide access to the contractors and representatives of the State in connection with the construction of the Walk Bridge Project.



CITY OF NORWALK
 Alan Lo, Buildings and Facilities Manager
 alo@norwalkct.org
 P: 203-854-7877
 Norwalk City Hall
 125 East Avenue, PO Box 5125
 Norwalk, CT 06856-5125

TO : LAND USE AND BUILDING MANAGEMENT COMMITTEE
 NORWALK FACILITIES CONSTRUCTION COMMISSION

FROM: ALAN LO, BUILDINGS AND FACILITIES MANAGER *AL*

RE : **ON-CALL ARCHITECTURAL SERVICES FOR SCHOOL
 FACILITIES IMPROVEMENT PROGRAM**

DATE: OCTOBER 24, 2017

On July 12, 2016, the Norwalk Common Council authorized the execution of an on-call architectural services agreement with Silver Petrucelli Associates to provide technical support to initiate various components of the approved School Facilities Improvement Plan. The agreement was for a total not to exceed \$75,000.

In the past year, Silver Petrucelli Associates provided design services relating to Norwalk High School, South Norwalk School, Ponus Ridge School, Jefferson School and Columbus School. Their services included assessment of existing facilities, attendance at project related meetings, update of enrollment projections and preparation of Education Specifications for South Norwalk School and Ponus Ridge School. Their on-call services were essential in assisting the City/Bd of Ed to complete our State reimbursement grant application in compliance with the State's submission deadline of June 30, 2017. With the completion of the application package, the City enters into the next project phase whereby Silver Petrucelli Architects' on-call services are no longer required. However, with the numerous Ed Spec Committee meetings and the needs for office staff support to develop the Education Specifications, Silver Petrucelli exceeded their contract allowance. Attached are two outstanding requisitions for payment. I made partial payment on one of the requisition based on the available free balance in the contact and an amendment to the agreement in the amount of \$14,861.00 (\$10,928 + \$3,933) is required in order to compensate them for their services rendered.

ACTION REQUESTED:

Authorize the Mayor, Harry W. Rilling, to execute an amendment to the on-call architectural services agreement with Silver Petrucelli Associates relating to the School Facilities Improvement Plan to increase the contract allowance by \$14,861.00. Acct. #09175010 5777 C0585

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

CONSTRUCTION MANAGER-ADVISOR EDITION

TO OWNER:

City Of Norwalk - Alan Lo
PO Box 5125
Norwalk, CT 06856-5125

PROJECT:

Norwalk
Add service School Study

APPLICATION NO:

9 REVISED

Distribution to:

10/12/2017

FROM CONTRACTOR:

Silver Petrucelli and Associates
3190 Whitney Avenue
Hamden, CT 06518

VIA ARCHITECT

Silver Petrucelli
3190 Whitney Ave
Hamden, CT 06518

PERIOD TO:

6/9/2017

Contract Date:

10/12/2017

CONTRACTOR

OWNER

CONSTRUCTION

MANAGER

CONTRACT FOR:

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract Continuation Sheet, AIA Document G703, is attached.

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

1. ORIGINAL CONTRACT SUM

\$ 75,000

2. Net change by Change Orders

\$ 0.00

3. CONTRACT SUM TO DATE (Line 1 + 2)

\$ 75,000

4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)

\$ 85,928

5. RETAINAGE:

0.00% of Completed Work

\$ 0.00

6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)

\$ 85,928

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)

\$ 66,119

8. CURRENT PAYMENT DUE

\$ 19,810

9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)

\$ (10,928)

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total approved changes issued in previous months	\$0.00	\$0.00
Total approved changes issued this Month	\$0.00	\$0.00
TOTALS	\$0.00	\$0.00
NET CHANGES by Change Order	\$0.00	

By:  Date: 10-12-2017

State of: CT County of: New Haven

Subscribed and sworn to before me this day of

Notary Public:

My Commission Expires: January 31, 2018

CERTIFICATE FOR PAYMENT

In accordance with the contract documents, based on on-site observations and the data comprising this application, the Construction Manager and Architect certify to the best of their knowledge, information and the work has progressed as indicated the quality of the work is in accordance with the Contract Documents and the Contractor is entitled to payment of the

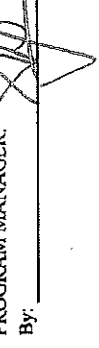
Amount Certified.

Available from Contract #8,880

AMOUNT CERTIFIED \$ 19,810 \$ 8,880

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

PROGRAM MANAGER:

By:  Date: 10/12/17

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

Silver Petrucelli & Associates, Inc.
3190 Whitney Avenue, Bldg 2
Hamden, CT 06518
(203)230-9007x205
bpetrucelli@silverpetrucelli.com
http://www.silverpetrucelli.com



INVOICE

INVOICE # 17-654
DATE 04/01/2017
DUE DATE 05/01/2017
TERMS Net 30

BILL TO
Study/Norwalk Public Schools
Finance Department
125 East Ave. PO Box 6001
Norwalk, CT 06852-6001

Please detach top portion and return with your payment.

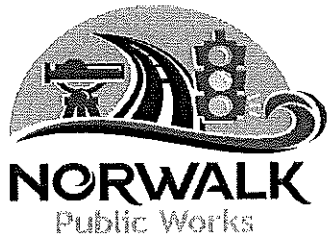
SP&A JOB NUMBER
14.284

PROJECT MANAGER
JI

TASK/DESCRIPTION	FEE AMOUNT	% COMPLETE	COMPLETED TOTAL
Add. Services	75,000		
Hourly NTE			
Hourly Fee	94		
R. Glick hrs@\$94			
Hourly Fee	80	3.00	240.00
Joan Ireland 3hrs@\$80			
Hourly Fee	116	30.50	3,538.00
John Ireland 30.5hrs@\$116			
Hourly Fee	94		
M. Miller hrs@\$94			
Hourly Fee	107		
J. Pagan hrs@\$107			
Hourly Fee	186		
B. Silver hr@\$186			
Printing Services		155.00	155.00
10books printed and bond x 18pages x .75 a page +\$20binding			
Previously Billed	35,279		
previously billed hours			
Consultant	16,105		
previously billed			

BALANCE DUE

\$3,933.00



CITY OF NORWALK
 Alan Lo, Buildings and Facilities Manager
 alo@norwalkct.org
 P: 203-854-7877
 Norwalk City Hall
 125 East Avenue, PO Box 5125
 Norwalk, CT 06856-5125

TO : MEMBERS OF LAND USE AND BUILDING MANAGEMENT
 COMMITTEE
 MEMBERS OF NFCC

FROM: ALAN LO, BUILDINGS AND FACILITIES MANAGER *AL*

RE : **PONUS SCHOOL PK-8 IMPROVEMENT PROJECT –
 APPROVAL OF A CONSTRUCTION MANAGER (CM)**

DATE: OCTOBER 26, 2017

Subsequent to the Board of Education adoption of School Facilities Improvement Plan, the City allocated \$43 million for the addition and renovation of Ponus Ridge Middle School. The renovated Ponus Ridge School will be the home for a new Pre Kindergarten to 8th Grade Science Technology Engineering Math (STEM) school program.

The existing Ponus Ridge Middle School, consisting of 6th, 7th and 8th grade classes, has a total enrollment of 692 students. Each grade has a total of 9 sections. The existing building is approximately 104,000 square feet. The addition of PK to 5th Grade in 2 sections will increase student enrollment to 1,050 students. The new building addition(s) will be approximately 35,000 square feet. Overall, this project will contribute significantly to the City's efforts to increase school facilities necessary to meet enrollment needs.

Recently, the City approved the architect for this project. Subsequently, the Purchasing Department issued and received proposals from Construction Management (CM) firms in response to a Request for Proposals (RFP). A total of 11 proposals were received. A CM Review Committee was formed consist of Councilman Livingston (Chair of Land Use Committee), Councilman Bonenfant (NFCC member), Dave Discala (AV Tuchy Construction Co.) Ben Luce

(Purchasing Agent), Sharon Conners (Purchasing Officer), Bill Hodel (NPS Facility Director), Jim Giuliano and myself. The Review Committee evaluated the proposals and shortlist the firms for interviews. A summary of the shortlisted proposals is herein attached.

Upon completion of the interviews, the Committee recommended Newfield Construction for this project. Newfield Construction submitted the lowest fee structure and they had successfully completed Ponus Ridge School renovation project (2006), Nathan Hale School renovation project (2006) and Norwalk Fire Headquarters (2013). CM services include preconstruction services, bid phase services and construction administration services. CM's Preconstruction phase services is an extremely valuable component of the project development phase. The CM will work closely with school administration and the architect to develop multiple cost estimates, to provide value engineering services, to develop project phasing plans, to assemble the construction bid packages and to manage the bid process in conjunction with the City's Purchasing Department. CM fees are broken down into the following categories:

- A. Preconstruction Services - \$102,000
- B. CM Fee – 1.20% (estimated amount \$404,555)
- C. CM Contingency – 1.50% (free balance will revert back to the City)
- D. Total Trade Contractors' Costs – To be determined subsequent to bidding
- E. General Condition Costs – To be developed based on project phasing, final project schedule and input from the City.

Of the five components of the CM's fees listed above, I would like recommend Common Council approval of Items A, B and C at this time. Upon receipt of the trade contractors' bids, City staff will work with the CM to develop a Guaranteed Maximum Price (GMP) which will include total trade bids, the general condition costs and conversion of CM Fee and CM Contingency from percentages into dollar values.

ACTIONS REQUESTED:

Authorize the Mayor, Harry W. Rilling, to execute an agreement with Newfield Construction, Inc. as the Construction Manager (CM) for the Ponus Ridge School (new PK-8 STEM School) renovation and addition project. Terms of the agreement shall include the following:

Preconstruction Phase Services (including

reimbursable allowance)	\$102,000
CM Fees (% of total trade bids)	1.20%
CM Contingency (% of total trade bids)	1.5%

Following bidding process, final contract price (GMP) will be submitted to the Common Council for approval. Acct. Acct. #09185010 5777 C0608

Ponus Ridge School
State Project No. TMP-103-RBTS
Construction Management Selection Process

Fee Summary

Firm Name	Pre-Construction Fee	Pre-Con Fee Rank	Constr. Duration / Mo.	CM Fee	CM Fee based on Construction Cost of \$33,712,896	Conting. Fee	Pre-Con & CM Fee	Rank
FIP Construction	\$80,000	1	17.0	1.75%	\$589,976	4.00%*	\$669,976	3
Downes	\$110,700	3	17.0	1.55%	\$522,550	3.00%	\$633,250	2
Newfield	\$102,000	2	17.0	1.20%	\$404,555	1.50%	\$506,555	1
KBE	\$112,839	4	16.5	2.05%	\$691,114	3.00%	\$803,953	4

* Taken from sample agreement



September 29, 2017

225 Newfield Avenue
Hartford, CT 06106
860-953-1477
Fax 860-953-1712
newfieldconstruction.com

City of Norwalk- Purchasing Department, Room 103
Norwalk City Hall
125 East Ave,
Norwalk, CT 06856-5125
ATTN: Sharon Conners, Purchasing Officer

RE: Request for Proposal to provide Construction Management Services for
the New South Norwalk School @ Ely Site Project
Project No. TMP-103-SZSQ
Norwalk, CT

Dear Ms. Conners and Members of the Selection Committee:

On behalf of Newfield Construction, it is with pleasure that we submit our qualifications to provide construction management services for the above referenced project. We look forward to the opportunity of working with the Town, the building committee, the various consultants and the school community to help shape this vision and make it a reality.

As a leading provider of construction services to public school clients for over 48 years, we understand that the success of each and every project starts during the planning and pre-construction phase. As the process continues, one of the most important decisions is the selection of the right construction manager to complement your team.

Therefore, we have selected the "Best Team" of school construction experts lead by, **Steven Buccheri, Project Executive**. Steve will lead the entire pre-construction and construction efforts and will be supported by our on-site project management team of **Brian Grant, Senior Project Manager**, **Dan Brisson, LEED AP, Project Superintendent** and **Yegor Muravskiy, Project Engineer**. Brian, Dan and Yegor have extensive experience working together and have completed several projects similar in nature to the New South Norwalk School project.

Mr. Buccheri will be assisted during pre-construction by **Thomas DiMauro, Vice President of Preconstruction** and our team of estimating professionals. Our pre-construction team has worked with many municipal/public school clients and assisted the team in the navigation of the CT DAS Office of School Construction Grants and Review process. We ask that you refer to the following differentiators as you evaluate our response.

- **An Integrated Team** – Our proposed group of local school construction experts will provide added value to your existing team.
- **Strong Pre-Construction Resources** – with benchmarking tools, public school focused estimators, MEP specialists, constructability review process, pre-planning and other services all aimed at producing and maintaining a credible budget that incorporates all of the Town's goals.
- **In Depth Knowledge of State and Local Requirements** – We have completed numerous school projects in the State of Connecticut and coordinated with the various agencies necessary for a successful project including **CT Guidelines for High Performance Buildings**.
- **Cost and Schedule Accuracy** – We have a track record of completing projects we undertake on time and within budget constraints, while maximizing the use of the funds allocated.

We feel that the information provided is accurate and correct, however, if you have questions, please feel free to contact me. We look forward to discussing your project in more detail during the next steps in the selection process.

Sincerely:

Robert Daddona, Jr.
Vice President of Business Development
robertdaddona@newfieldconstruction.com
860-509-3024 Cell. 860-324-0310

EXECUTIVE SUMMARY



**Newfield
CONSTRUCTION**
EXPERIENCE. WE BUILD ON IT.

Contact Information:

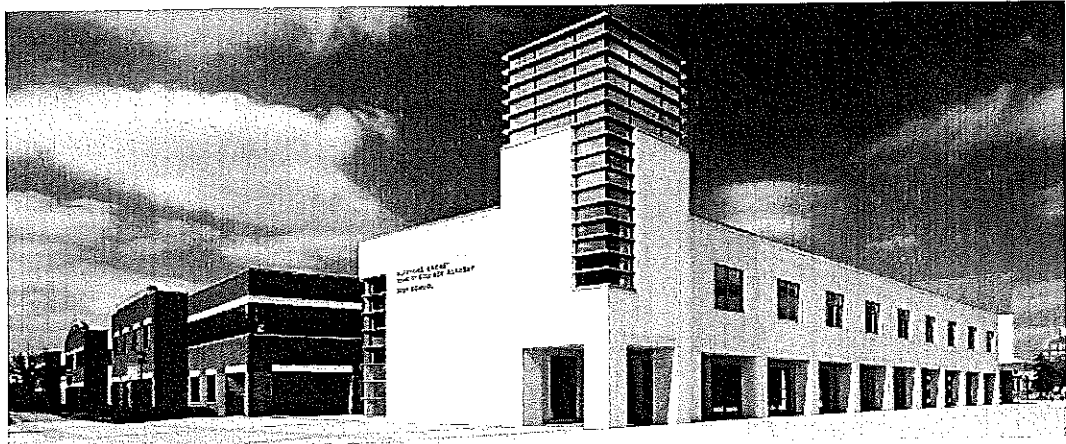
Robert Daddona
Vice President, Business
Development

225 Newfield Avenue
Hartford, CT 06106
Phone: (860) 509-3024
Fax: (860) 953-1712

RobertDaddona@
newfieldconstruction.com

Website Address:
www.

newfieldconstruction.com



Incorporated in the State of Connecticut in 1969, Newfield Construction is a privately held business providing construction services to clients throughout Connecticut and the Northeast. The company prides itself on historical excellence, a keen attention to service, excellent communication skills and a solid reputation within the industry. The Newfield workforce is comprised of accomplished estimators, professional builders and various support staff that have successfully tackled complicated projects. We are a proactive organization that continually seeks out clients and projects that both challenge and inspire us to be the best of the best. We have been providing Pre-construction Consulting, Estimating, Construction Management, General Contracting and Design/Build services to both public and private clients throughout the region for over 48 years.

PHILOSOPHY

Newfield Construction has been successful and has grown into one of the preeminent construction services provider by putting the client first. We take pride in the fact that we strive to work together with our clients to help them achieve their building goals and help to develop a plan to achieve them. Newfield Construction is prepared to fulfill the needs of a project by utilizing a vast variety of processes and tools including; value engineering/value management, development of multiple phasing plans, project specific safety plans and participation in weekly meetings to keep all vested parties up to date on all aspects of the project.

PROJECT APPROACH

We have proposed a team of knowledgeable and experienced school construction experts to compliment and assist the city of Norwalk and the building committee on this challenging project. Each individual brings certain strengths that will prove invaluable as the planning continues for this building program. The Newfield team is available and committed to the success of your project.

NEWFIELD CONSTRUCTION - KEY FACTS

- Bonding capacity; Single project \$125 million, \$200 Million + aggregate.
- 50 professional staff members comprised of Project Executives, Project Managers, Estimators and Pre-construction staff, Superintendents and various support staff.
- Long standing relationships and an understanding of the local building trade market and subcontractor's specialties.
- Insurance rating of A+ by A.M. Best Co and safety modification factor of .69
- Newfield Construction has never entered into litigation with an owner in the 48 years since incorporation.
- Consistent performance and success of project completions on time and within budget.
- An extensive list of Public Education clients includes:

City of Norwalk	City of Bridgeport
City of Hartford	Town of East Haddam
City of Waterbury	Town of Wethersfield
Town of Bloomfield	Town of Canton
Town of Southington	Town of East Granby



**Newfield
CONSTRUCTION**
EXPERIENCE. WE BUILD ON IT.

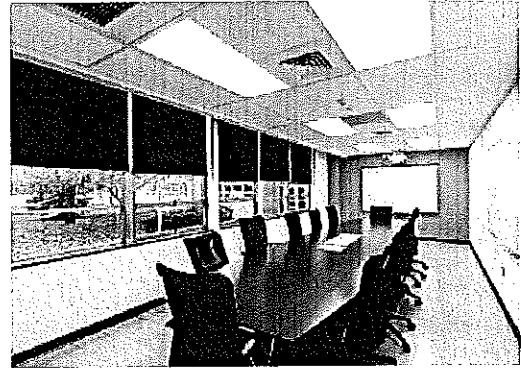
Contact Information:

Robert Daddona
Vice President, Business
Development

225 Newfield Avenue
Hartford, CT 06106
Phone: (860) 509-3024
Fax: (860) 953-1712

RobertDaddona@
newfieldconstruction.com

Website Address:
www.
newfieldconstruction.com



Newfield Construction has reviewed the request for qualifications, based on the information received and our initial understanding of the project, the following pages in this section include our proposed team, relevant experience and process for the pre-construction and construction phases of the work as requested.

The Newfield team has coordinated phasing plans in conjunction with the Design Team on several recent projects. We have experience working closely with the Design Architect and the Owner to help develop a program based on the best use and needs of the end user.

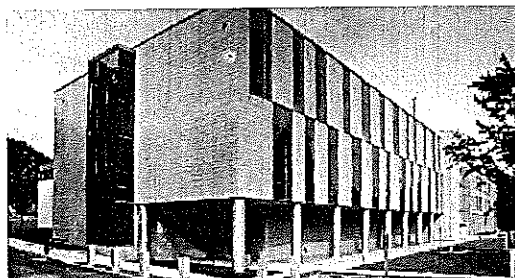
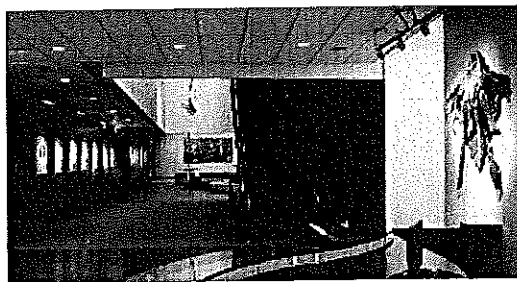
We understand that specific phasing and logistics plans may be necessary to minimize any potential disruption to the existing operations and the neighboring businesses and community. As with any construction project, the challenge is for the Construction Manager to be proactive and resourceful when it comes to performing the scope of work. The Newfield Team looks forward to an open and informative discussion with the existing team to fine tune the plan during the pre-construction phase once selected as your Construction Manager.

We have provided a project organizational chart, highlighting the proposed team and the resources available to them through both the pre-construction and construction phases of the project. As your Construction Manager, we anticipate the full resources of our firm will be available, as needed, to facilitate a successful project. We ask that you refer to the enclosed resumes of the key staff dedicated to your project detailing the relevant experience and outlining their roles moving forward.

We look forward to discussing your project in great detail and providing additional input during the next step in the selection process.



ORGANIZATION & STAFFING



Newfield is proud to offer our team of public school experts headed by **Stephen Buccheri, LEED AP**, Project Executive. Steve will work very closely with the City of Norwalk, Construction Solutions Group and Newfield's estimating staff to make sure the budget and schedule are well-conceived. In addition, he and his team will develop a detailed constructability report during the pre-construction phase that will address construction-related questions prior to subcontractor bidding. Stephen will be the Norwalk's main point of contact throughout the pre-construction and construction phases. Stephen will then turn over day-to-day on-site responsibilities to Brian Grant, Senior Project Manager and Daniel Brisson, Superintendent, to progress through construction and final close-out of the project.

Brian Grant, LEED AP will be Newfield's Senior Project Manager responsible for overall successful project completion of the project. Brian will be involved part time during preconstruction and assume full time on-site responsibilities from construction through project close-out. He will gain invaluable knowledge of and a complete understanding of the project prior to the construction phase.

Newfield has assigned our Chief Estimator, **Joanne Cotoia**, to handle the budgeting, estimating and value engineering needs of this project. Joanne will not only provide the estimates required within your scope of services, she will offer "over-the-shoulder" reviews of the Architect's work so that you will know how any design change will affect the budget. She will also provide Value Engineering options throughout design.

Michael Duane will be our BIM Manager/MEP Coordinator. With more than 10 years of experience in the construction and architecture of public schools, Mike brings a wealth of knowledge to the BIM process. He has extensive experience in all construction work and documents and has been involved in various school projects throughout the State of Connecticut, including Hartford's Journalism and Media Academy Magnet School.

Dave Cormier, AC is Newfield's Safety Manager. He will work with the team as the project transitions from preconstruction to construction, making sure that all site logistics, safety and construction planning is sound. During construction he will visit the site on a weekly basis to monitor project status and safety compliance.

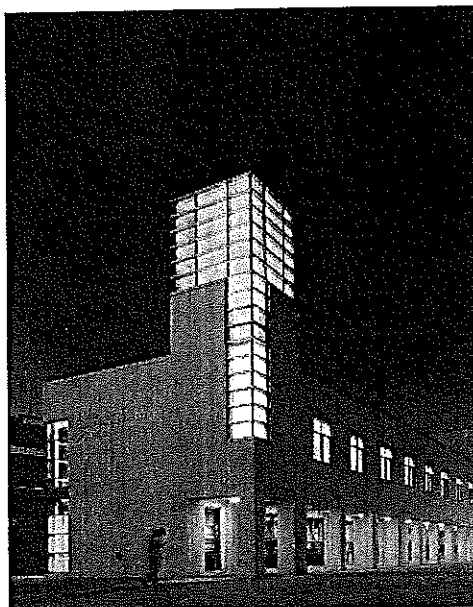
Newfield has assigned **Daniel Brisson, LEED AP BD +C** as Project Superintendent. He has completed many public school projects in recent years. His attention to detail and ability to maintain strong client relationships is what makes him a perfect fit for this assignment. As a proactive Superintendent, Dan foresees issues before they become problems and develops solutions in the field. Newfield is proud to offer 100% of Dan's time to this project.

Newfield has proposed a support staff including **Yegor Muravskiy, LEED AP** as Project Engineer in addition to accounting and other supporting services as needed.

The Newfield Team is well-versed and knowledgeable in managing OSG, and CHRO requirements and will work closely with our Superintendent on safety and trade coordination. Newfield Construction provides Construction Management services to clients throughout Southern New England. All of our services are provided by in-house resources. We do not anticipate using outside consultants at this time.



SCHEDULE



We have fully read and understand the proposed schedule based on the scope of services for the pre-construction and construction phases detailed in the request for proposal. Once selected, we will work with the City of Nowalk's project team, the end users and your design team to fine tune the project schedule in a diligent and proactive manner. We will provide detailed schedule as a baseline for the project.

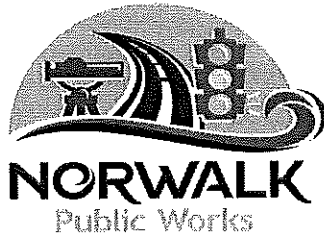
Once the master schedule is developed, we will incorporate it in all of our bid packages during the bidding process. The schedule will become a part of the contract documents for construction so that all bidders are aware of the required timeline and phasing.

This schedule will identify the procurement and shop drawing process involved with all disciplines, activity durations for submission, review, approval, fabrication and delivery will be indicated as well as the duration for the installation of work. The master construction schedule will be broken down into two-week look-ahead schedules to facilitate management of work in process allowing the project team spontaneous information regarding schedule slippage thereby allowing for immediate corrective action. Project close-out will be addressed in the schedule in order to minimize any impact on the project, and to keep you aware of the effect of certain changes.

Newfield has never missed a scheduled opening on any project we have constructed. Please refer to the following pages for our initial project schedule. We anticipate providing a more detailed schedule incorporating all the different aspects of the Ponus Ridge project should Newfield be selected as your construction manager.



- **DePaolo & Kennedy Middle Schools**
Proposed Schedule: 26 Months | Final Schedule: 26 Months
- **Bloomfield High School, Bloomfield**
Proposed Schedule: 18 Months | Final Schedule: 18 Months
- **Hartford Magnet Trinity College, Hartford**
Proposed Schedule: 20 Months | Final Schedule: 20 Months
- **Journalism & Media Academy Magnet School, Hartford**
Proposed Schedule: 20 Months | Final Schedule: 20 Months
- **Plantsville & South End Elementary Schools, Southington**
Plantsville Proposed Schedule: 16 Months | Final Schedule: 16 Months
South End Proposed Schedule: 22 Months | Final Schedule: 22 Months
- **Nathan Hale-Ray Middle School, East Haddam**
Proposed Schedule: 18 Months | Final Schedule: 18 Months
- **Housatonic Community College, Beacon Hall, Bridgeport**
Proposed Schedule: 19 Months | Final Schedule: 19 Months
- **Enlightenment School, Waterbury**
Proposed Schedule: 11 Months | Final Schedule: 11 Months



CITY OF NORWALK
 Alan Lo, Buildings and Facilities Manager
 alo@norwalkct.org
 P: 203-854-7877
 Norwalk City Hall
 125 East Avenue, PO Box 5125
 Norwalk, CT 06856-5125

TO : MEMBERS OF LAND USE AND BUILDING MANAGEMENT
 COMMITTEE
 MEMBERS OF NFCC

FROM: ALAN LO, BUILDINGS AND FACILITIES MANAGER 

RE : NEW SOUTH NORWALK SCHOOL AT ELY SITE -
 APPROVAL OF A CONSTRUCTION MANAGER (CM)

DATE: OCTOBER 26, 2017

Subsequent to the Board of Education adoption of School Facilities Improvement Plan, the City allocated \$41 million for the construction of the new South Norwalk School at Ely Site. This school will be the new home for the existing Columbus Magnet School.

The new South Norwalk School will be a magnet school and will also serves as a neighborhood school. The Columbus School Bank Street magnet program will continue with the addition of 6th, 7th and 8th grades. The school will be designed to have two sections per grade for a total enrollment of 480 students. The new building will be approximately 66,000 square feet. Overall, this new school will contribute significantly to the City's efforts to increase school facilities necessary to meet enrollment needs as well as to provide a neighborhood school in South Norwalk.

Recently, the City approved the architect for this project. Subsequently, the Purchasing Department issued and received proposals from Construction Management (CM) firms in response to a Request for Proposals (RFP). A total of 9 proposals were received. A CM Review Committee was formed consist of Councilman Livingston (Chair of Land Use Committee), Councilman Bonenfant (NFCC member), Dave Discala (AV Tuchy Construction Co.) Ben Luce (Purchasing Agent), Sharon Connors (Purchasing Officer), Bill Hodel (NPS

Facility Director), Jim Giuliano and myself. The Review Committee evaluated the proposals and shortlist the firms for interviews. A summary of the shortlisted proposals is herein attached.

Upon completion of the interviews, the Committee recommended Downes Construction Company for this project. Downes Construction submitted a every competitive fee proposal. Although they have not completed any projects in Norwalk, they have an extensive resume for school construction projects. CM services include preconstruction services, bid phase services and construction administration services. CM's Preconstruction phase services is an extremely valuable component of the project development phase. The CM will work closely with school administration and the architect to develop multiple cost estimates, to provide value engineering services, to develop project phasing plans, to assemble the construction bid packages and to manage the bid process in conjunction with the City's Purchasing Department. CM fees are broken down into the following categories:

- A. Preconstruction Services - \$110,000
- B. CM Fee – 1.55% (estimated amount \$485,168)
- C. CM Contingency – 3.00% (free balance will revert back to the City)
- D. Total Trade Contractors' Costs – To be determined subsequent to bidding
- E. General Condition Costs – To be developed based on project phasing, final project schedule and input from the City.

Of the five components of the CM's fees listed above, I would like recommend Common Council approval of Items A, B and C at this time. Upon receipt of the trade contractors' bids, City staff will work with the CM to develop a Guaranteed Maximum Price (GMP) which will include total trade bids, the general condition costs and conversion of CM Fee and CM Contingency from percentages into dollar values.

ACTIONS REQUESTED:

Authorize the Mayor, Harry W. Rilling, to execute an agreement with Downes Construction Company, LLC as the Construction Manager (CM) for the construction of the new South Norwalk School project. Terms of the agreement shall include the following:

Preconstruction Phase Services (including reimbursable allowance)	\$110,000
--	------------------

CM Fees (% of total trade bids)	1.55%
CM Contingency (% of total trade bids)	3%

Following bidding process, final contract price (GMP) will be submitted to the Common Council for approval. Acct. Acct. #09185010 5777 C0607

South Norwalk School @ Ely Site

State Project No. TMP-103-SZQS

Construction Manager Selection Process

Fee Summary

Firm Name	Pre-Construction Fee	Pre-Con Fee Rank	Constr. Duration / Mo.	CM Fee	CM Fee based on Construction Cost of	Conting. Fee	Pre-Con & CM Fee	Rank
FIP Construction	\$80,000	1	18.0	1.75%	\$547,771	4.00%*	\$627,771	3
Downes	\$110,700	3	18.0	1.55%	\$485,168	3.00%	\$595,868	2
Newfield	\$102,000	2	19.5	1.20%	\$375,614	1.50%	\$477,614	1
KBE	\$122,379	4	18.0	1.90%	\$594,722	2.00%	\$717,101	4

* Taken from sample agreement

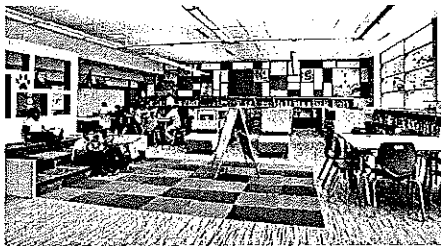
EXECUTIVE SUMMARY

We know that Norwalk is an exceptional community requiring a custom tailored approach to building the new South Norwalk School. The Downes team has begun to build a project plan that not only **utilizes our public school experience and skillset**, but **also considers the most cost-efficient project phasing and scheduling**, as well as considering long-term costs and maintenance needs. Our entire approach from start to finish will be to explore ways to maximize the dollars put into the materials and systems within your school buildings. At the end of the project, we want your building committee to be proud of the workmanship of the completed projects as well as be able to tout an under budget and on schedule project.

Public School Experience

Having completed millions of square feet of Connecticut public school projects, we are well versed in current requirements of the Office of School Construction Grants (OSCG) and CHRO and will work closely with the project team to shepherd the New South Norwalk School project through their newest processes. Maximizing every eligible dollar of reimbursement will be diligently attended to as well as keeping a continual and open communication with the building committee and school administration. Our ultimate goal on these types of projects is keeping the students focused on learning throughout the entire construction phase. Because of our volume public school construction, we are highly experienced with budgeting, scheduling, phasing, and new systems integration.

We have completed more school projects for the City of Hartford than any other firm regardless of size. Our team understands the delicate balance between budget constraints and the scheduling requirements of the academic year, as well as minimizing disruptions and maintaining the highest levels of safety and security at each of our projects. Downes Construction's experience with repeat clients is evidence of our capability to successfully carry out complex projects, such as the new South Norwalk School. A listing of our experience with similarly funded projects is listed below. Detailed project sheets with references can be found in Section 9 - Appendix.



CREC Academy of Aerospace
Rocky Hill, CT
\$44 Million

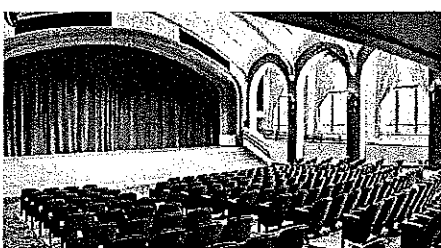
North Stonington Schools
North Stonington, CT
\$37 Million

Weaver High School*
Hartford, CT
\$80 Million



Cheney Bennet Academy
Manchester, CT
\$17 Million

Waddell Elementary School
Manchester, CT
\$25 Million



Gaffney Elementary School
New Britain, CT
\$25 Million

M.D. Fox Elementary School
Hartford, CT
\$36 Million

Capital Preparatory Magnet School
Hartford, CT
\$41 Million

R.J. Kinsella Magnet School for the Arts
Hartford, CT
\$38 Million

Linden Street Elementary School
Plainville, CT
\$22 Million

West Middle School
Hartford, CT
\$40 Million

South End Elementary School
Bridgeport, CT
\$25 Million

East Hampton High School
East Hampton, CT
\$52 Million

Bethany & Orange Middle Schools
Bethany & Orange, CT
\$28 Million

Discovery Academy
Wethersfield, CT
\$36 Million

E.C. Goodwin Technical High School
New Britain, CT
\$44 Million

H.C. Wilcox Technical High School
Meriden, CT
\$33 Million

Concurrent Project's Experience

Managing projects concurrently is a skillset of importance for the success of this project. Downes understands the overall and project specific management strategies for delivery. We have completed concurrent projects for the towns of: North Stonington, Hartford, North Haven, New Britain, Trumbull, Woodbridge, Waterbury, New London, and East Hartford; as well as private concurrent projects at Somerset Square in Glastonbury, University of Hartford, Stanley Works in New Britain, Hospital of Central Connecticut and Hospital for Special Care in New Britain, Day Kimball Hospital in Putnam, Central Connecticut State University, Asnuntuck Community College, and Western Connecticut State University.

Importance of Norwalk to Downes

Downes is not a corporate giant. We are a mid-sized CM who works exclusively in Connecticut, and we believe that we are a good fit for Norwalk, relative to project and community size. As a company that focuses on 12-13 projects per year, your project will be very important to us and garner ownership level commitment. This level of service has been unmatched in the market, and has resulted in **zero litigation with clients or trade contractors in our 83 year history.**

Cost Efficiency

Downes has never missed a budget on a public school project, nor the opening day of classes. In addition, we are the **second highest rated CM by the CT Subcontractors Association, assuring East Lyme of a highly active bidding phase to keep the project on or under budget.** As we work with you during preconstruction, it is important to **evaluate first-use costs as well as long-term operational costs** so that you understand both short- and long-term project commitments. In doing so, the project reflects not only the realities of today's market but considers efficiencies for future generations of town residents.

Added Value - Move Management

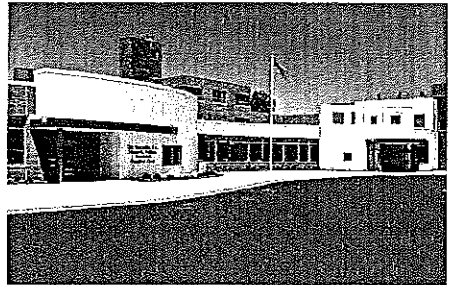
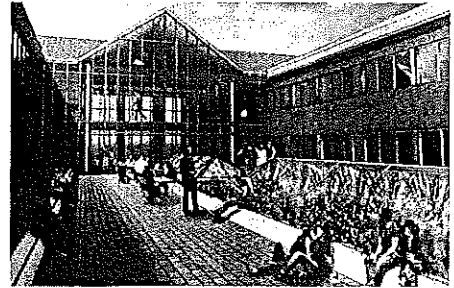
Downes understands that move management can cause an undue burden on Central Office staff during this project. Since Downes subsidiary company, The Downes Group, provides move management, we have the capacity to combine this service with our construction management service, at a significant discount. We can manage the entire scope of the move as we work with all aspects of the relocation including: furniture, signage, books, artwork, filing areas, storage, shelving, mailroom, computers, voice, data, PCs, fax machines, copiers, printers, appliances, security, vending, audio/video systems, contents, network, special applications, surplus disposition, & decommissioning.

A custom tailored approach to the building of the New South Norwalk School is what we offer. While we are highly experienced in delivering a project of this type, we also know that Norwalk is unique and will rightfully demand input in the design and construction process. We welcome this partnership and will work tirelessly to achieve your goals and deliver the best school buildings in the State. We would greatly appreciate the opportunity of presenting this approach to you in person.

ADDITIONAL EXPERIENCE

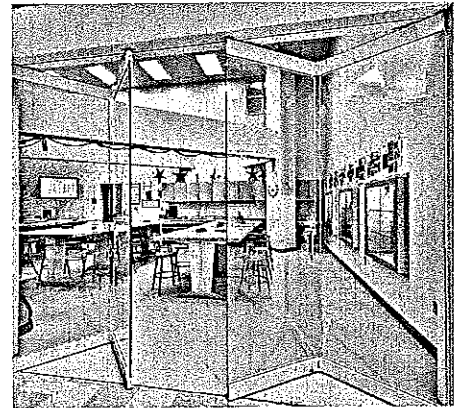
In addition to our public school experience, Downes has performed repeat business in numerous municipalities and college campuses throughout the state of Connecticut. Below is just a sample of such projects:

- **Central Connecticut State University**
 - Willard & DiLoreto Halls
 - Kaiser Hall & Kaiser Annex
 - Vance School of Business (**concurrent**)
 - Vance Parking Garage (**concurrent**)
 - Welte Parking Garage
- **University of Hartford**
 - Handel Performing Arts Center (**concurrent**)
 - Institutional Advancement Offices (**concurrent**)
- **East Hartford**
 - Board of Education Offices (**concurrent**)
 - Public Safety Complex (**concurrent**)
- **East Haddam**
 - Municipal Offices
- **Newington**
 - Police Department
 - Town Hall/Community Center
- **New Britain**
 - Gaffney ES
 - New Britain Museum of American Art
 - New Britain Public Safety Complex
 - Hospital for Special Care (**concurrent**)
 - The Hospital of Central CT (**concurrent**)
 - Community Mental Health Affiliates (CMHA)
- **North Haven**
 - North Haven Police Station
 - North Haven Fire Houses (**concurrent**)
- **Norwich**
 - Norwich Intermodal Transportation Center
 - Norwich Public Utilities Digester
- **Trumbull**
 - Police Department Dispatch Center
 - Long Hill Fire Station No. 2
- **Waterbury**
 - City Hall
 - Performing Arts Magnet School



ORGANIZATION AND STAFFING

Downes Construction Company has delivered professional construction services with the **highest levels of integrity and commitment**. Founded in 1934, the company now boasts its third generation of leadership in John Downes III, President of the Downes Construction Company. Downes is a medium-sized organization, managing the preconstruction phase of about ten to twelve projects each year, while constructing an equal number per year in the field. Projects range in size from a million to nearly \$100 million and include comprehensive occupied renovations, historic restorations, and new construction.



Since the inception of Downes Construction Company, we have **not been involved in litigation, claims, arbitration, or disputes of any kind**. We take great pride in the fact that we have successfully completed every project awarded, never having a bond called, and never spending a minute in litigation. This statistic validates our skillset and mindset for:

- Only engaging in projects that we know we will be successful delivering
- Planning for construction extensively during preconstruction
- Tightly managing cost and schedule

Over our 80+ year history, Downes has developed a **strong record of completing work beyond our client's expectations, in full accordance with the project budget and schedule**. Downes has been fortunate to serve as construction manager and construction manager at risk for several clients in the Connecticut education market. **Downes Construction Company** has extensive CT public school experience.

For this assignment, Downes Construction brings the best of the best of Connecticut's school builders to provide CM services at the New South Norwalk School. Each of these carefully selected team members bring at least 10 years of exclusive CT public school projects, requiring SCG participation. Our team members have worked on similar projects in Manchester, Wethersfield, Hartford, New Britain, Plainville, Waterbury, Orange & Bethany, and East Hampton.

Following this page, you will find organizational charts for preconstruction and construction phases that illustrate our team's format for the New South Norwalk School. In addition, we have provided resumes of all of the team members that define their roles, participation and showcase their similar experience. The % time commitment for each proposed team member is reflected on the org chart.

TEAM FORMAT

Downes Construction will perform all services with in-house staff, no consultants or subconsultants will be used.

RELEVANT EXPERIENCE AND REFERENCES

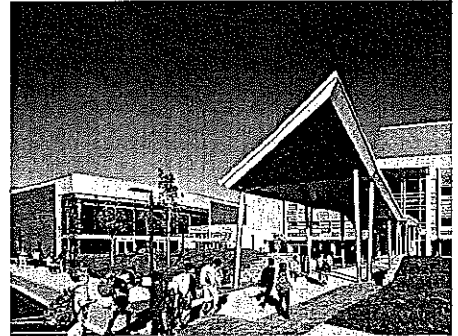
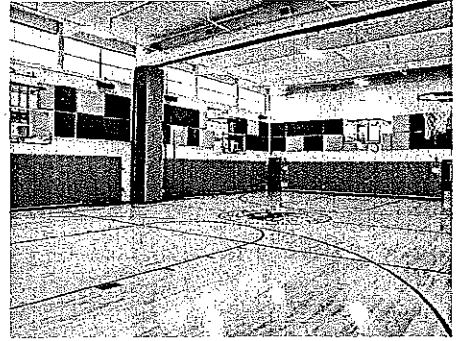
For over 80 years, Downes has been fortunate to serve as construction manager and construction manager at risk for many public and private schools throughout the State of Connecticut. We understand the **delicate balance between budget constraints and the scheduling requirements** of the academic year, as well as **minimizing disruptions and maintaining the highest levels of safety and security** at each of our projects.

From the onset of preconstruction, Downes works to preserve the student experience through **complex construction around their schedules and events**. Through the use of information estimates, precision schedules, and well-researched logistics plans, we creatively navigate complex challenges while giving our client what they need to make smart, timely decision.

Experience Working with Connecticut Department of Education

Downes Construction brings **over 25 years of cooperation with the State Department of Education Bureau of School Facilities Unit, Department of Construction Services and its approval process**. Our staff has managed over \$360 million in public school construction alone in the State of Connecticut, overseeing projects throughout various stages, from preparing educational specifications/grant applications for school districts, managing both preconstruction and construction phases, through close-out and the State audit process. **Understanding the entire process, from beginning to end gives us the in-depth knowledge and expertise that will assure your success.**

Per the Town's solicitation, following is a listing of our recent relevant experience which include projects of similar scope, magnitude, and complexity that clearly illustrates our ability to successfully complete the new South Norwalk School.





CITY OF NORWALK
 Alan Lo, Buildings and Facilities Manager
 alo@norwalkct.org
 P: 203-854-7877
 Norwalk City Hall
 125 East Avenue, PO Box 5125
 Norwalk, CT 06856-5125

TO : MEMBERS OF LAND USE AND BUILDING MANAGEMENT COMMITTEE

FROM: ALAN LO, BUILDINGS AND FACILITIES MANAGER *AL*

RE : **OAK HILLS PARK – HERBERT RECOVERY
 ENVIRONMENTAL REMEDIATION CONTRACT**

DATE: OCTOBER 24, 2017

As part of the State DEEP grant for Oak Hills Park improvement project, the Norwalk Common Council approved a contract with Herbert Recovery Systems Inc. for the hazardous material remediation of the underground heating oil tank grave sites at Oak Hills Park. An environment consulting firm was retained to obtain test boring material samples and to prepare technical specifications for bid purposes. The bid documents were develop to include a lump sum bid for base contract work plus a 70 cubic yard separate allowance for the excavation, disposal of contaminated soil and installation of replacement backfill material.

With the excavation of the contaminated site behind the Pro Shop, we quickly learned that the contamination did not travel down beyond 7 feet below grade. Instead, the contamination traveled horizontally along a layer of sandy soil. For this one location we excavated a total of 108 cubic yard of contaminated material. Additionally, we encountered ground water which required us to de-water the excavated pit and disposed of the contaminated water. The total addition cost for this site is approximately \$16,000.

In an effort to control costs by reducing down time, the Contractor was directly to continue their remediation work based on an agreed upon per cubic yard unit price. The Contractor is scheduled to start the excavation of the second location around October 30. Although we do not have the actual remediation quantity at this time for both locations, we are projecting that an additional allowance of \$16,000 would be required to finish this project.

ACTION REQUESTED:

Authorize the Office of Building Management to issue change orders on Herbert Recovery Systems LLC's contract for contaminated soil removal at Oak Hills Park for an additional allowance not to exceed \$16,000. Acct. # 09151340-5799-C0558.



CITY OF NORWALK
 Alan Lo, Buildings and Facilities Manager
 alo@norwalkct.org
 P: 203-854-7877
 Norwalk City Hall
 125 East Avenue, PO Box 5125
 Norwalk, CT 06856-5125

TO : MEMBERS OF LAND USE AND BUILDING MANAGEMENT
 COMMITTEE
 MEMBERS OF NFCC

FROM: ALAN LO, BUILDINGS AND FACILITIES MANAGER *AL*

RE : **NORWALK EARLY CHILDHOOD CENTER
 WINDOW REPLACEMENT**

DATE: OCTOBER 26, 2017

Approximately a year ago, the City completed the renovation of the 6 classrooms and the gymnasium at the Roosevelt Center for the Norwalk Public Schools' 50/50 early childhood center for children with special needs. The building received major "gut" renovation, however, the exterior windows were left untouched anticipating that these windows would only require minor repairs.

Upon completion of the renovation project, Office of Building Management reached out to the 3 window repair vendors and all of the vendors declined to provide any repair services due to the age and conditions of the windows. Replacement of the 24 existing windows became the only available option. Repair or replacement of these windows is required in order to be code compliance.

A local architect was retained to prepare construction drawings and the project was advertised for bid in early October. On October 26, 2017, a total of three bids were received (see attached summary) and the apparent low bidder is Norwalk Glass Company in the amount of \$72,042.00. Subject to the Common Council award of the contract, it is anticipated that replacement windows will be available in about 3 months. We will be working closely with Early Childhood Center staff in order to gain access to the classrooms for installation work. If the classrooms are not

accessible in the spring, we will have to complete the installation immediately after the end of the spring semester.

ACTION REQUESTED:

- a. **Authorize the Mayor, Harry W. Rilling, to execute an agreement with Norwalk Glass Company, Inc. for the installation of replacement windows at NECC/ Roosevelt Center for a total not to exceed \$72,042.00 Acct. # 09165010 5777 C0555**
- b. **Authorize the Office of Building Management to issue change orders on Contract for a total not to exceed \$7,204.00.**

October 26, 2017

Norwalk Purchasing Department
Response Summary Project # 3796
Project Name:
NECC Window Replacement Project

Thank you for your response to our Request for Proposals Submission. The following is a summary of the vendors that submitted proposals for this project.

Vendor	Total Cost
Norwalk Glass Company	\$72,042.00
A1 Siding and Windows	\$98,905.00
L. Holzner Electric Company	\$157,400.00