

**NORWALK BOARD OF EDUCATION
FACILITIES COMMITTEE
MAY 25, 2016**

ATTENDANCE: Mike Barbis, Chair; Bryan Meek, Dr. Yvel Crevecoeur, Art Kassimis

STAFF: Thomas Hamilton, Chief Financial Officer; Karen Bartron, Purchasing;
William Hodel, Facilities Manager

OTHER: Mary Yordon, NFT; Dr. Lynne Moore, West Rocks Middle School

Call to Order

Mr. Barbis called the meeting to order at 8:00 p.m. and stated that members in attendance were as listed above, and there was not a quorum present.

Approval of Minutes – January 25, 2016

**** MR. MEEK MOVED TO APPROVE THE MINUTES OF THE MEETING OF
JANUARY 25, 2016 AS SUBMITTED.
** MOTION PASSED UNANIMOUSLY.**

West Rocks MS Window Replacement Project:

Mr. Hamilton referred to his memo and highlighted the following:

The Common Council approved funding to replace the exterior windows and doors at West Rocks Middle School and we would like to begin this project for design consultant in two phases which includes:

Design and the actual installation. The current exterior windows and doors are original to the school and are beyond their useful life expectancy. In addition the windows are single pane and not energy efficient.

By introducing replacement windows and doors at WRMS, we will be removing a safety concern and the district will save on energy use. We expect to commence with the planning of phase I next month and request state funding at our proportionate eligible cost share with an application filed by June 30, 2016. The installation of the windows and doors will take place in the summer months of 2017.

There was further discussion on a filing of the ED 049 – School Construction Group and the process for reimbursement by the state.

**** MR. MEEK MOVED TO APPROVE AND FORWARD ON TO THE FULL BOARD FOR ACTION TO: AUTHORIZE PREPARATION OF SCHEMATIC DRAWINGS AND OUTLINE SPECIFICATIONS; THE FILING OF A GRANT APPLICATION WITH THE STATE DEPARTMENT OF EDUCATION; AND APPROVAL OF EDUCATION SPECIFICATIONS.**

**** MOTION PASSED UNANIMOUSLY.**

Update on Norwalk High School Pool Walkway Repairs - Take any action as necessary

Mr. Hodel outlined the problems areas where the walkway is deteriorating and must be replaced. There was discussion on the timing to go out to bid and how this can be completed without disruption to the schedule of usage. It was noted that Doug Marchetti is the one who does the maintenance and operates the chlorinator equipment. He will be the primary contact to make sure the repairs are done with minimal disruption of usage of the pool.

**** MR. KASSIMIS MOVED TO APPROVE AND FORWARD ON TO THE FULL BOARD FOR ACTION TO AUTHORIZE ISSUANCE OF AN RFP AND SPECIFICATIONS FOR NORWALK HIGH SCHOOL POOL WALKWAY REPAIRS ON A NOT TO EXCEED BASIS IN LINE WITH THE CAPITAL IMPROVEMENTS BUDGET.**

**** MOTION PASSED UNANIMOUSLY.**

Update on Nathan Hale Middle School “Teach-to-One” Math Center

Mr. Hodel reviewed the proposed layout of a wall in between the class room for smart boards and the need for furniture and carpeting. He added that the carpet and ceiling tiles would be \$20,000 and \$13,000 for the smart boards including in-house wiring costs.

There was discussion on if the concept was approved and Mr. Barbis noted that this was part of the middle school redesign. Mr. Kassimis will confirm with Dr. Conner to make sure the program is approved prior to approving any facilities or construction work.

Other Facility and Construction Updates

District Paving

Mr. Hodel reviewed the plans for parking lot improvements piggy-backing on City projects along Calf Pasture Beach to include Marvin School. There was further discussion on repairs and replacements of lots at Columbus, Fox Run School and parts of Norwalk High School. Mr. Hodel noted that they will work to minimize traffic issues and disruption to school operations.

District Asbestos Abatement/Remediation Management Plan.

Mr. Hodel reported the recent problems with asbestos in the flooring at Rowayton School and plans to remediate it following recent renovation and construction improvements. He outlined the need for a district plan for management of asbestos at Columbus and West Rocks with the window replacements.

He requested to add this project to issue an RFP to out to bid this summer and phase in improvements as needed.

Facilities Utilization Study Next Steps.

Mr. Barbis reported that the study has been presented to all Boards and Commissions including the Common Council. He outlined that they are in a fact-finding mode at Nathaniel Ely and they have research into a \$20 million loan from CHEFA state agency. He added that according to Shipman Goodman, Board Attorneys, the loan is actually \$4.2 and not \$20 million and they is further work in progress to determine the details of the loan.

There was discussion on the complications involved with the head start and CDC infant/toddler program and restrictions that require specific bathroom and facility layouts. He noted that he has consulted with former mayor Alex Knopp who has a background on the building. He added that there is work being done by Alan Lo who is getting copies of the property plans and schematics.

Mr. Barbis added that he has consulted Early Childhood Coordinator Mary Oster and Dr. Adamowski and only a few preschool classrooms could be taken out of Ely to allow space for a connection to a larger school. He outlined that the first-floor space at Ben Franklin is taken up by preschool programs, Barbis said.

You can't have preschoolers higher in a building because they can't get out on their own if there's an emergency, Barbis said.

Mr. Hamilton said he had spoken to a state official who said a grant for school construction would pay the costs for eligible work that had already been done. It wouldn't cover the facilities study, but once there's actually a project that is moving forward, architectural costs or other work would be eligible for reimbursement as part of the grant. He explained that Gilbane was hired as the project manager, and it would be appropriate now given the magnitude of the 10-year plan for renovations, and program manager expenses are reimbursable by the state.

Mr. Hamilton reviewed the experiences with Gilbane with the Brien McMahon renovation in 2007. He outlined their work in New Haven and the benefits of having a project manager to assist with the planning and implementation phases. He noted that through Norwalk Facilities Construction Commission (NFCC) and acting as the Norwalk School Building Committee, will have the management responsibilities on the implementation of this project. He added that there is staging involved and interim swing space requirements to be determined.

There was discussion on managing the process of compliance with state reimbursement and project management procedures.

There was further discussion on the need to paint the building or power wash as was done a few years ago. Mr. Barbis suggested including modifications to Norwalk High School being added to the Facilities Utilization Study with Silver Petrucelli.

Mr. Hamilton outlined that Norwalk Public Schools is preparing the required education specifications and is scheduled to submit the project to the State prior to June 20, 2016. Thereafter, the City will proceed with the RFP process to secure an architect and complete the design/construction documents by January 2017 for bids.

**** MR. KASSIMIS MOVED TO AUTHORIZE THE ISSUANCE OF AN RFP AND FOR A PROJECT MANAGER FOR THE NORWALK SCHOOL IMPROVEMENT PLAN AS PROPOSED BY THE FACILITIES UTILIZATION REPORT IN LINE WITH THE SCHOOL IMPROVEMENTS PLAN.**

**** MOTION PASSED UNANIMOUSLY.**

Mr. Barbis noted that there will be more updates as the fact-finding moves along.

Roosevelt Update

Mr. Hodel reported that all is on schedule with sheetrock up on both sides, ceiling tiles removed in the gym and electric fixtures received for installation.

Portable Update

Mr. Hodel reported that there are 15 portables in use – 11 are owned and 4 are rented. There was discussion on moving one from Naramake to Silvermine.

Norwalk High – Facilities Utilization Study Extension

There was further discussion on including modifications to Norwalk High School being added to the Facilities Utilization Study with Silver Petrucelli. Mr. Hamilton indicated that the total was approximately \$52,000.

**** MR. KASSIMIS MOVED TO AUTHORIZE THE ISSUANCE OF AN RFP TO HAVE AN EXTENTION OF THE FACILITIES UTILIZATION STUDY TO INCLUDE NORWALK HIGH SCHOOL WITH THE DISTRICT BUILDING IMPROVEMENTS PLAN.**

**** MOTION PASSED UNANIMOUSLY.**

There was discussion on the timing for contract execution by the state before June 30th.

It was noted that although the June 7 meeting is a workshop session, the following items will be added to the agenda for approval action:

West Rocks Window Replacement

Food Services one-year contract renewal 2016-17

Adjournment

The meeting was adjourned at 9:22 p.m.

Respectfully submitted,

Marilyn Knox,

Telesco Secretarial Services