



**TOWN OF DARIEN
HHR BUILDING COMMITTEE
SPECIAL MEETING
WEDNESDAY MARCH 1, 2023
HELD VIRTUALLY
6:00 PM**

Participants:

Chris Price
Jill McCammon
Sarah Neumann
Jameson Riley
David Martin

Travis Schnell, KG&D
Erik Kaeyer, KG&D
Paula Bleakley, Holmes Principal
Keri Snowden, Hindley Principal
Natasha Torre, Royle Interim Principal
Dave Cravanzola, O&G/APC
Kevin Munrett, DPS

MINUTES

1. Approval of Meeting Minutes from meetings on February 1 and February 15, 2023

Meeting called to order at 6:02.

Motion to approve both meeting minutes by Jameson Riley, seconded by Sarah Neumann. All voted in favor.

2. Public Comment*

None

3. Chair's report

Phasing meetings with State and progress on permitting in the town as well as the draft designs.

4. Updates from KG&D and O&G/APC

a. Pre-Bid Package

- Recap from Dave Cravanzola- Construction phasing meetings with schools and principals. Last meeting on Tuesday March 7th. Next one soon.
- 3 meetings for PCR at the state. 2/21 first meeting and we did not have to go through two additional meetings with them.
- Phase 1: Waiting for the State's letter to approve the projects to go to bid. Should be received by 3/6 at 12 noon. Karen Dunn at Town Hall needs it then so that the bid can go into the paper to allow the bidding for two weeks. 3/21 is the deadline. O&G/APC on top of this with Kermit at the State to ensure this deadline. Travis Schnell to follow up with Kermit to ensure all questions are answered. Looking to accept bids on 3/23. Following Ox Ridge protocol.
- Meetings on site last week and MEP was discussed last week to ensure all systems are functioning. Site logistic plans drafted by O&G/APC. They will meet with KG&D to ensure everyone is on the same page before they go into bidding documents.
- Relative to estimates, O&G/APC the permit set documents completed and sent out. Design team met yesterday to discuss pricing the right scope of work. Still making modifications and hope to have the numbers for HHRBC by end of week. Working to identify costs with some items in SOW that can be identified as alternates to give flexibility on bid day to stay within budget.
- For cost estimates: For Hindley at end of design development, \$600K under budget - now \$99k over budget. Holmes was \$2MM over budget, now \$548K over budget. Royle was \$700K under budget, now \$1.2MM under budget. We were over budget, but now 5.2% under budget. Maintaining contingency funds. \$3.2MM in design contingencies included. 2% in design contingency at inception. When documents go to bid, any scope of work needed to be in the document. All numbers based on historical project data with escalated prices over the coming years (escalation factor of 3.33% until work starts).CM contingency and owner's contingency are also in the budget and will remain there until bid time. Just under \$5MM.
- Targeting middle of w/o March 6th to look at add/alternates for HHRBC to review to approve. Bidding Hindley and Royle before Holmes. If bids come in better or worse, it will allow the team to adjust the items in the estimate. For example, parking spaces are in all project bids. Half of the sites could be as an add/alternate, if not bid it could save money. Site landscaping features could be used as add/alternates (such as the curved benches set into concrete). If during construction costs are going well, we could proceed with the add/alternates at that time.
- Bids could start on May 5th - June 2nd for Hindley and Royle and June 9th for Holmes.
- FEMA might be able to grant funds to the sewer system work at Hindley. Dave Cravanzola is working with Kevin Munrett at DPS. May not occur. Energy efficiency grants also would go back to the town's fund.
- Joe Versteeg has been brought online? Yes. Erik reports he has been engaged.

c. Town Hall Permitting Process Update

Next steps: before PCR meeting with State, town has to sign off on the documents to review. Local review has to be conducted. Committee will move swiftly to move ahead.

5. Updates from KG&D

- Zoning comments from Hindley and Royle have been gone through with team and civil and landscaping architects to update drawings with comments. Expecting comments from Holmes soon. Team is working on the documents.
- Security (within safety systems) will be addressed, as mentioned in the last meeting, and will be looked at to ensure common systems across all schools.
- Will work with Kevin to determine the best steps to work with the 3 schools.
- P&Z comments: For one school, solar panels were noted not to be within 30 feet of the edge. That would be difficult given the size and may be a mistake given the dimensions of the panels. Some wings are wider. Panels are not within the scope of work. Hoping to address concerns now to make sure it is discussed with the town.
- Some administration will sit down with KG&D to discuss moving some offices, and some design changes have been made.
- PCR meeting for Hindley and Royle on March 28th, and all approvals need to be done before. On March 15th, HHRBC will accept the documents. BOE meeting also on the 28th. The state will then state no bidding for three weeks. April 12th for Holmes. O&G/APC working with Karen Dunn at Town Hall for the bids to be prepared and ready to go. We will be soliciting bidders. Trade contractors will review documents also. Bids will be compiled and numbers prepared. They will be vetted by O&G/APC. Will be in approximately 24 separate packages of work - each project will have sub-contractors.
- HHRBC role: After HHRBC approves documents and construction estimates, next step will be to review the O&G/APC recommended bidder. They will analyze the estimates. Next date will be March 22nd to approve the dates for Hindley and Royle. Documents to be sent ahead of time.
- HHRBC may not meet until March 22nd in order to get approvals and documents in order to submit to the state.
- Sarah to poll committee to determine availability. Committee members will need time to process information.

6. Discussion of Upcoming Milestones

- Sarah will poll committee to determine next HHRBC meeting - most likely will be March 22nd.
- Meeting next week with DPS Administration and all stakeholders week of March 6th to discuss final items including safety and security with new DPS administrator

- Documents to be sent to committee with as much time as possible.
- Dave Cravanzola to send date timeline for the actionable dates and items. Lorel returns next week and will assist with this.

7. Adjourn

Motion to adjourn the meeting by Dave Martin, seconded by Jameson Riley.

All voted in favor.

Meeting adjourned at 7:01.