



LAND USE AND BUILDING MANAGEMENT COMMITTEE

**SPECIAL MEETING AGENDA
TUESDAY, FEBRUARY 20, 2018
6:00 PM at NORWALK CITY HALL ROOM #231**

I. ROLL CALL

II. PUBLIC PARTICIPATION

III. OLD BUSINESS

A. Norwalk High School

1. Norwalk Common Council referred the following item back to Committee on February 13, 2018:

“Authorize the Mayor, Harry W. Rilling, to execute an agreement with Silver Petrucelli + Associates for architectural design services for the 2018 Norwalk High School improvements project for a total not to exceed \$97,500.00, which includes an allowance of \$25,000 for design services relating to the preparation of a State grant application for 2019 reimbursable work. Acct. # 09185010 5777 C0610”

IV. ADJOURNMENT



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 & BUILDING MANAGEMENT COMMITTEE
NFCC

FROM: ALAN LO, BUILDING & FACILITIES MANAGER *AL*

RE: **NORWALK HIGH SCHOOL IMPROVEMENT PROJECT**

DATE: FEBRUARY 15, 2018

Norwalk High School has an enrollment of 1,616 students. The building was constructed in 1971 and has approximately 310,000 square feet. In 2005, the City implemented a major improvement project which included the construction of a new science wing, a new music wing, replacement of the HVAC system, various infrastructure improvements and code updates. Most of the work was reimbursable by the State leaving substantial needed, but non-reimbursable, improvements untouched.

In November 2014, the Norwalk Board of Education initiated a district wide Facilities Improvements Study to identify system wide needs. The study consisted of three components: a) evaluate existing building physical conditions and identify improvement needs; b) assess current student enrollment statistics, develop enrollment projections and identify space deficiencies; and c) develop a building improvement strategy in response to enrollment needs.

The final Facilities Improvement Plan identified specific deficiencies in each of Norwalk's schools, including Norwalk High School, and recommendations to correct them. Parallel to this effort, in March of 2017, the Norwalk High School's School Governance Council, prepared a study of their own, identifying programmatic and aesthetic improvements for Norwalk High School. Subsequent to the Board of Education's approval of the Facilities Improvement Plan, the City allocated \$1,500,000 as part of the City's 2017-2018 Capital Budget for improvements at Norwalk High School.

With the approval of the budget in April of 2017, the school facilities improvement team (the Team), consisting of City staff, Norwalk Public Schools staff and members of the Norwalk High School, School Governance Council met to review both the Board of Education's Facilities plan and the Norwalk High School's Governance Council's report to identify and collate projects into specific categories; reimbursed projects and non-reimbursed projects. In order to expedite the improvements on the High School it was decided by the Team to identify a number of projects that were not reimbursable

(therefore they do not have to go through the State's approval process) and could be started in the summer of 2018 if not sooner.

Once the projects were identified a Request for Proposals (RFP) was issued and publically advertised. A total of 6 proposals were received for the Norwalk High School improvement project summer 2018. An Interview Committee was created which consist of:

- Jim Giuliano, Program Manager
- Bill Hodel, Facilities Director, NPS
- Sharon Conners, Purchasing Officer
- Lori Sackowitz, Norwalk High School, School Governance Council
- myself

The interview committee shortlisted the proposals and interviewed 3 firms (Silver Petrucelli, BL Companies and Antinozzi Associates). Upon conclusion of the interviews, the Committee arrived at a recommendation and is hereby referring its recommendation of Silver Petrucelli + Associates to be the architect for the Norwalk High School improvements project summer 2018 for approval. The Committee was very impressed with Silver Petrucelli + Associates qualifications, presentation and proposal specifically their understanding of the scope of work and Norwalk High School.

ACTION REQUESTED:

Authorize the Mayor, Harry W. Rilling, to execute an agreement with Silver Petrucelli + Associates for architectural design services for the 2018 Norwalk High School improvements project for a total not to exceed \$97,500.00, which includes an allowance of \$25,000 for design services relating to the preparation of a State grant application for 2019 reimbursable work. Acct. # 09185010 5777 C0610



Norwalk High School Project list

Project	Reason	Reimbursable	State Grant	Budget	Est. Time Frame	Comments
1 Rehab Freight Elevator	Old/worn	No	No		2018	
2 Investigate Roof Leak/Spalled Concrete	Structural integrity	No	No	\$25,000	2018	
3 Water Cooled Refrig./Freezer	Energy efficiency	Possibly	Energy Con.	\$50,000	2018	
4 Cafeteria Redesign based on "College Experience"	Program	No	No	\$500,000	2019	Estimate not based on knowledge of area or scope
5 Renovate all Toilet Rooms	Update/ADA	Yes	ADA	\$2,310,000	2019	Estimate from facilities study
6 Panelling - Paint	Update	No	No	\$40,000	2018	Facilities study \$80K for panelling & doors took 1/2
7 Improve WiFi	Update/Program	Possibly	Program	\$200,000	2019	Estimate not based on knowledge of area or scope
8 Electrical Evaluation - Increase amount of outlets	Update/Program	Possibly	Program	\$50,000	2018	Estimate based on budget for Cran. & Fox Run x2
9 Sound System - PA does not work in Audit./Gym	Correct	Possibly	Program	\$100,000	2019	Estimate not based on knowledge of area or scope
10 Appearance of Exterior of Bldg.	Aesthetics	No	No	\$340,000	2019	Estimate based on painting
11 Transform "House" Offices	Program	Possibly	Program	\$50,000	2019	Estimate not based on knowledge of area or scope
12 Sound System in Auditorium	Program	Possibly	Program	\$100,000	2018	Email into State for re: reimbursement
13 Courtyards- Not useable at this time	Student use	No	No	\$362,000	2019	Courtyard 1 = \$170,000 Courtyard 2 = \$192,000
14 Heating System (Circulation) Retro-Commissioning	Comfort	Possibly	Energy Con.		2019	Awaiting final report from commissioning agent
15 Library "Maker Space"	Program	Possibly	Program	\$500,000	2019	Look at Westport Public Library - talk to Ralph
16 Locker Rooms?				\$200,000	2019	Estimate not based on knowledge of area or scope
17 Lighting-Problems with Ballasts	Energy efficiency	Yes	Energy Con.	\$500,000	2019	Potential rebates/financing available
18 Interior Doors - Re-finish	Update	No	No	\$40,000	2019	Facilities study \$80K for panelling & doors took 1/2
19 Improve view from Cafeteria	Student experience	No	No	\$50,000	2019	Keep Field-Scope needs definition
20 Review Bus Drop-Off so Students do not have to walk through Mud/Snow	Student experience	Possibly	ADA	\$55,000	2019	Check with athletic dept. to insure no interference from potential sidewalk
21 2nd Kitchen for Culinary Program	Popular program	Probably	Program	\$500,000	2019	Estimate not based on knowledge of area or scope
22 Choir Room Wheelchair lift	ADA	Yes	ADA	\$150,000	2019	Needs review by the team to evaluate feasibility
23 Stage Rigging System	Program	Possibly	Program	\$75,000	2018	Email into State for re: reimbursement

	A. Programming & Schematic Design Services	B. Design Development Phase	C. Construction Documents Phase	D. Bidding / Negotiation Phase	E. Contract Administration Phase (6 Months)	TOTAL FEE (A-E)
BL Companies Connecticut, Inc.	\$ 15,400.00	\$ 19,000.00	\$ 22,500.00	\$ 2,300.00	\$ 17,200.00	\$ 76,400.00
Silver, Petrucci & Associates, Inc.	\$ 14,700.00	\$ 12,000.00	\$ 14,300.00	\$ 3,200.00	\$ 28,300.00	\$ 72,500.00
Geddiss Architects	\$ 11,640.00	\$ 7,760.00	\$ 27,160.00	\$ 7,760.00	\$ 23,280.00	\$ 77,600.00
Wiles + Architects, LLC	\$ 14,784.00	\$ 24,640.00	\$ 34,496.00	\$ 4,928.00	\$ 19,712.00	\$ 98,560.00
Antinozzi Associates PC	\$ 12,000.00	\$ 16,000.00	\$ 28,000.00	\$ 3,500.00	\$ 42,000.00	\$ 101,500.00
O'Riordan Migani Architects, LLC	\$ 7,392.00	\$ 11,088.00	\$ 33,264.00	\$ 3,696.00	\$ 18,480.00	\$ 73,920.00

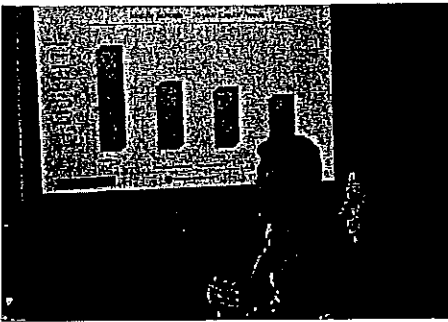
EXECUTIVE SUMMARY

Silver / Petrucelli + Associates (S/P+A) is an architecture, engineering and interior design collaborative located in Hamden. We have been providing services in Connecticut for more than twenty-six years. These services include architecture, M/E/P/FP engineering, interior design, specifications writing and construction administration. We are award-winning designers and ranked #265 on *Architectural Record's* Top 300 Design Firms for 2017. The firm has been part of this distinguished list for five consecutive years.

Silver / Petrucelli & Associates has been selected by many communities, such as Norwalk, to provide leadership in the development and implementation of their educational planning. The quality and depth of our report for the City of Norwalk's 19 schools earned praise from your Superintendent, Dr. Steven Adamowski, and we are honored to be acknowledged by such a nationally recognized education reformer.

"You've done a wonderful job," Superintendent of Schools Steven Adamowski said to the consultants. "I don't think we could expect anything more thorough, insightful, thoughtful and data based than what you have presented."

- from Nancy on Norwalk



S/P+A's John Ireland, AIA and Michelle Miller, Assoc. AIA, present in Norwalk

S/P+A understands that successful educational planning is a long-term relationship. It begins with collaborative planning/design visioning where educators, citizen groups, community and district representatives have the opportunity to share and learn how the facilities can best serve the overall needs of the community. We take great care in working with school districts and building committees to guide study results, proposed solutions and preliminary cost estimates through

SCGR, town meeting, budget and/or referendum processes.

This project will be managed by John Ireland, AIA, and assisted by architect Michele Miller, designers already familiar to the City of Norwalk and this project. They will be supported by our team of 49 architects, mechanical, electrical and fire protection engineers and interior designers as well as specification writers and construction administrators.

We are joined by long-time consultants to Silver / Petrucelli + Associates to address specific projects within the scope of services. These are Sterling Elevator Consultants out of Avon and Michael Horton Associates, Structural Engineers, out of Branford.



Architecture

- ▶ Feasibility Studies and Building Assessments
- ▶ Architectural Design
- ▶ Sustainable Design
- ▶ Historic Preservation
- ▶ Adaptive Reuse
- ▶ Construction Administration
- ▶ Grant Assistance

Engineering

- ▶ Mechanical Engineering
- ▶ Electrical Engineering
- ▶ Plumbing/Fire Protection Engineering
- ▶ Geothermal System Design
- ▶ Utility Rebate Assistance
- ▶ Energy Analysis and Audit
- ▶ Life-Cycle Analysis

Interior Design

- ▶ Space Planning
- ▶ Programming
- ▶ Casework Elevations and Detailing
- ▶ Floor Pattern Planning
- ▶ Finish Selection (paint, flooring, ceilings, etc.)
- ▶ Furniture, Furnishings & Equipment (FF&E) Inventory
- ▶ FF&E Specification

Principals

William R. Silver, AIA
Dean A. Petrucelli, AIA
David A. Stein, AIA
Kenneth J. Sgorbati, P.E.
Robert R. Banning, P.E.

Associates

Paul E. Jorgensen, AIA
Christopher T. Nardi, AIA
Amanda M. Cleveland, IIDA



Norwalk School System

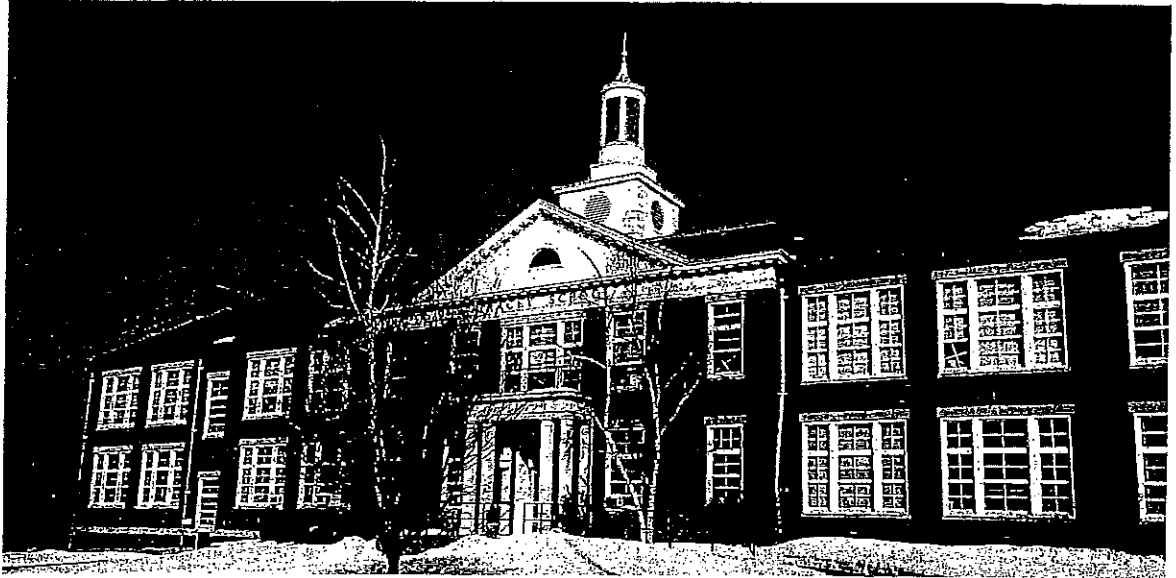
Norwalk, Connecticut

Project Scope: Facilities Feasibility Study &
Long Range Plan

Project Size: 1.6 Million SF

Construction Estimate: \$220 million

Owner: Norwalk Public Schools



As part of the City's responsibility to study the needs for school facilities and prepare a long-term building program the school system is conducting a district-wide facilities feasibility study encompassing all 19 schools and serving 11,000 students.

The study applies Connecticut Department of Education standards as a guide for continuous planning, changes and improvements to facilities and programs.

Aspects of the study include:

Demographic Analyses – future housing development and its impact on current and future student enrollments and school capacity requirements.

Physical Condition Assessments - condition of the school facilities, including parking lots, school grounds, and septic systems, with regard to code compliance, deferred maintenance, potential hazards, and compliance with depreciation/replacement schedules for roofs, heating systems, ADA issues, and other facility issues.

Design Options – renovation/addition/consolidation alternatives to addressing space, program, facility and staffing needs.



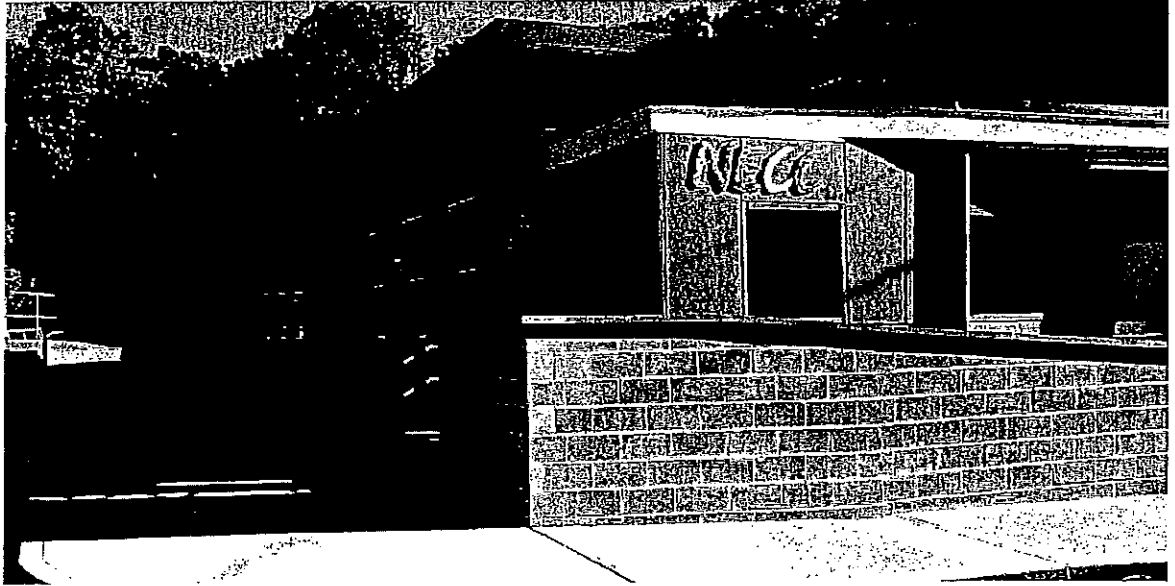


SILVER/PETRUCELLI+ASSOCIATES
Architects / Engineers / Interior Designers

Norwalk Early Childhood Center

Norwalk, Connecticut

Project Scope: Renovation and Alteration
Project Size: 12,800 SF
Details: PreK; 216 students
Construction Cost: \$2.7 Million
Owner: City of Norwalk



A study was completed by our firm encompassing several design options, a building evaluation, and cost estimates for a project at Roosevelt School that would consolidate early learning programs in the City of Norwalk.

Norwalk Early Childhood Center (NECC) is a special education Pre-K center at the former Roosevelt School. Previously, there were eight special education Pre-K classrooms at five schools in the district. NECC consolidates six of those classrooms to one location.

The construction included the renovation of six classrooms and hallways. Each classroom has direct access to new toilet facilities. The project also includes the construction of a main office, conference room, adult bathrooms, eight therapy rooms and a nurse's office. The existing gymnasium serves as an active play area and multi-purpose space.

The project also includes several exterior upgrades.



SCOPE OF SERVICES/PROJECT APPROACH

At the walkthrough on December 20, 2017 the City confirmed it will not be seeking reimbursement from the State Office of School Construction Grants and Reimbursement (OSCG&R) for this project. The City also eliminated the auditorium sound system and stage rigging from the architectural Scope of Work and confirmed that hazardous materials investigations would be conducted by the City not the consultant.

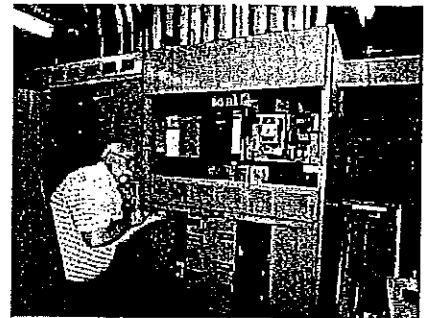
Our Project Approach below is for the following list of improvements needed at Norwalk High School.

- Rehabilitation of the existing freight elevator
- Investigate and report on the structural integrity of spalled concrete on the third floor location within the High School
- Convert the existing water-cooled refrigerator and freezer to an air-cooled refrigerator and freezer.
- Paint existing wood paneling throughout the interior
- Re-finish wood doors throughout the interior
- Painting of the entire exterior (except metal panels)

Conceptual/Schematic Design

We establish the preferred design concept during the schematic design phase which will include the following tasks:

- ▶ Perform field investigation to document existing conditions (site, structural, M/E/P/FP, ADA accessibility).
- ▶ Review available documentation of existing conditions.
- ▶ Coordinate any environmental testing with the City's consultant.
- ▶ Develop preliminary construction cost estimate.
- ▶ Meet with the City to review findings.
- ▶ Develop two, three or more concepts to bring to the City.
- ▶ Final conceptual documents, including plans, elevations and sections are developed for final owner review and comment. Accessibility details are included.



The Schematic Design submission includes the following:

- ▶ Schematic site layout.
- ▶ Schematic layouts of utility services to the proposed project.
- ▶ Architectural floor plans and interior elevations.
- ▶ Interior equipment layouts and interior elevations.
- ▶ Preliminary structural, mechanical and electrical engineering concepts and layouts.
- ▶ Schematic Design narrative, environmental findings, including agency/town approval submission requirements, and preliminary approval schedule.

Design Development

This phase takes the approved schematic design and refines the plan with more specific details including:

- ▶ Energy efficient engineering systems will be designed incorporating rebates and incentives for lighting and mechanical installations.
- ▶ The one requested project estimate will be refined and developed.
- ▶ Plans will be submitted to the City and regulatory boards for approval.

Contract Documents

A comprehensive set of construction documents with finalized cost estimates and construction schedules to include:

- ▶ Cover sheet and general information
- ▶ Code sheets and code information, including existing and new code information
- ▶ Remediation plans and floor plans if any, equipment plans, reflected ceiling and roof plans
- ▶ Elevations, sections, details, miscellaneous details, enlarged floor plans
- ▶ Structural plans, details, sections and special notes.
- ▶ HVAC plans, sections, and details including equipment schedules.
- ▶ Plumbing plans, sections, details and equipment schedules.
- ▶ Fire Protection plans, sections, details and equipment schedules.
- ▶ Electrical lighting and power plans, sections, details and equipment schedules.
- ▶ Furniture equipment layouts, floor pattern plans, color boards and furniture cuts and samples
- ▶ Hazardous Materials plans and sections (if applicable) to address the removal of interior asbestos materials; exterior asbestos materials; lead based paint; PCB containing electrical equipment or sealants and mercury fluorescent lights.

Bid Phase Assistance

Bid phase services will include the following:

- ▶ Attend pre-bid walk-thru.
- ▶ Answer Contractor's questions and issue Addenda as required.
- ▶ Assist with evaluation of bids.

Contract Administration

Because Silver / Petrucelli has a full-time construction administration department, we designate a dedicated Construction Administrator during project design to act as the point person for all correspondence and documents as well as a liaison between the Owner and the contractor. Having one dedicated individual handling all correspondence allows for ease of communication, as all involved parties know whom to go to for answers. Our typical CA services include:

- ▶ Shop drawing review and approval
- ▶ Design modifications and sketch preparation
- ▶ Requisition review and approval
- ▶ Job coordination and progress meetings
- ▶ Contract interpretation and response to inquiries
- ▶ Periodic site visits to assure quality standards are being met and general conformity to the construction documents
- ▶ Change order preparation and review
- ▶ Punch list and contract closeout such as review of submittals (including Record Drawings and O&M Manuals) produced by contractor.



Project Close Out

We will respond to inquiries regarding the warranties and corrective work required by the contractor during the warranty period. We conduct a post construction evaluation of the project, determining the financial and schedule performance of the team, the responsiveness of the designs to the program and other related issues. We will assist the City in preparing and submitting the close out documentation required by the State, including final change order summaries and financial reports. We respond to any grant source audit inquiries providing information to the Town for resubmission up to two years after the project is substantially complete.