

**BOARD OF EDUCATION
NEWINGTON PUBLIC SCHOOLS
131 CEDAR STREET
NEWINGTON, CT 06111**

Newington Town Hall
Wednesday, April 8, 2020 (Virtual)
Time: 11:00 a.m.

To join the video meeting, click this link:
<https://meet.google.com/vas-xgvw-not>

To join by phone, dial +1 862-294-4976 and enter this PIN: 616 953 331#

AGENDA

- A. Call to Order
 - Pledge of Allegiance
- B. Presentation of Awards/Proclamations
- C. Public Participation on Any Matter Related to Board Responsibilities
(In Person/Via Telephone: 860-665-8736)
- D. Standing Committee Information Items
 - 1. Report – Finance Committee
 - 2. Report – Facilities Committee (April 1, 2020, April 3, 2020)
 - 3. Report – Student Policy Committee
 - 4. Report – Curriculum Committee
 - 5. Report – Executive Committee
 - 6. Report – Student Representatives
- E. Other Business Information Items
 - 1. Update – Grading and Earning Credits During Distance Learning
 - 2. Discussion – Revisions to Policy 6146 – Graduation Requirements
 - 3. Discussion – Revisions to Policy 6172.6 – Interactive Distance/Online Learning
 - 4. Discussion – PSCIP 2020-21 Project Appropriation Request
 - 5. Discussion/Possible Action – RFP Process
 - 6. Action - Health Benefit Fund Performance
- F. Public Participation on Any Matter Related to Board Responsibilities
(In Person/Via Telephone: 860-665-8736)
- G. Remarks by Board Members
- H. Adjournment

BOARD OF EDUCATION
FACILITIES COMMITTEE MEETING
MINUTES
April 1, 2020 (Virtual Meeting)

I. Call to Order

Committee Chairperson Mr. Robert Tofeldt, Sr. called the virtual meeting of the Facilities Committee of the Newington Board of Education to order at 1:05 p.m.

II. Roll Call

Board of Education Committee members present at the meeting were Mr. Robert Tofeldt, Sr., Committee Chairperson, Mr. Bruce Fletcher, and Mrs. Cindy Stamm.

Others Present: Mr. Paul Vessella, Mr. Steven Silvia, Mrs. Emily Guion, Mr. Stephen Woods, Mrs. Carol Duggan, Mr. Chris Miner, Jason Smith (joined 1:44 pm)

Administrators present at the meeting were Dr. Maureen Brummett and Mr. Lou Jachimowicz

III. Public Participation

None

IV. Old Business

None

V. New Business

Information was presented to properly evaluate the RFP submittals for an Owner's project Representative for the potential Anna Reynolds "Renovate as New" project as well as a common set of background information about the State of Connecticut grant application process and the information that needs to be submitted with the Grant Application.

The Committee reviewed potential questions Owner's Project Representative Video Conference Interviews. The virtual interviews were scheduled on Friday, April 3, 2020.

VI. Public Participation

None

VII. Adjournment

Bruce Fletcher moved to adjourn the meeting.

Cindy Stamm seconded the motion.

Motion passed unanimously

The meeting was adjourned at 2:14 p.m.

DATE: April 2, 2020

APR 08 2020

TO: Dr. Maureen Brummett, Superintendent of Schools
Members of the Board of Education

E1

FROM: Kristen Freeman, Director of Curriculum and Instruction
Wendy Crouse, Assistant Superintendent of Curriculum and Instruction

SUBJECT: GRADING AND EARNING CREDITS DURING DISTANCE LEARNING

The shift to Distance Learning has required us to think differently about how students will be graded and ultimately earn credit. Indications are that the Commissioner of Education will provide guidance by April 9 on shifting to a pass/fail model. While we wait for final direction from the Commissioner, we have developed preliminary parameters to support this shift.

Considerations in developing a grading system:

- The goal of distance learning during the COVID-19 pandemic is to provide ongoing educational opportunities for all students while keeping the safety and health of our community as our priority.
- During distance learning, we expect students to be able to maintain *most* skills and concepts. We expect students to be able to learn only *some* new skills and concepts.
- The rate of learning, compared to that of a regular school day, is *significantly* affected for all students due to a variety of factors including reduced accessibility of teachers, time needed for both students and teachers to transition, the emotional and mental stress of the COVID-19 pandemic on our students, families, and teachers, and multiple issues of equity.
- In light of the multiple factors that affect teaching and learning during this time, we expect secondary students to gain *new* learning that is equivalent to about *30-35% of our written curriculum that spans this time period.*

Grading for students in grades K-4:

Grading at the elementary level is currently based on mastery toward standards. Rather than receiving traditional grades on assignments, students receive feedback regarding progress toward learning goals. Summative grades are then provided each trimester to report levels of mastery. During the early stages of Distance Learning, feedback focused on habits of work to ensure continuation of learning. Moving forward, teachers are incorporating feedback toward academic standards. Summative grades for Trimester 2 had closed prior to the school closure. Although we will await guidance from the Commissioner, it is likely that summative grades for Trimester 3 will not be included on the final progress report.

Grading for students in grades 5-12 - Moving to a pass/fail system:

A pass/fail grading model promotes academic excellence and equity while recognizing the fundamental needs of our community including the physical, mental, and emotional health and well-being of our students, families, and staff.

Quarter 3 will close on Monday, April 20th. Teachers are allowing students to turn in make-up work wherever possible and allow retakes, wherever possible.

Quarter 4 opens on Tuesday, April 21st. Teachers will be entering using two grading categories in PowerSchool:

1. Habits of Work: Teachers will be using a 4-point grading scale to communicate student engagement during distance learning. Students with an average Habits of Work score of 2.5 or above will be able to retake assessments.
2. Assessments of Learning: Teachers will begin grading activities and assessments. These graded assignments will include previously taught concepts and skills and a small number of new concepts and skills.
 - a. Students can expect to take between 3-8 assessments in Quarter 4, depending on the subject area and grade level.
 - b. Students must meet a minimum competency to earn “passing”:
 - i. 60 or higher on selected-response (multiple choice) assessments
 - ii. Level 2 (73) on performance based assessments

Passing for Semester/School Year: *(Described below is our current thinking. We will finalize these details next week after final guidance from the Commissioner.)*

For all students with a yearly or semester average of 60 or above by the close of Quarter 3:

- Students must meet the minimum competency for passing Quarter 4 described above.

For all students with a yearly or semester average between 50 and 59 by the close of Quarter 3:

- Students will be considered “meeting” criteria for passing for the year/semester based on:
 - A score of 70 or above on selected response assessments.
 - A score of 2.5 (80) or above on assessments scored with rubrics or proficiency scales.
 - Other scoring criteria can be developed with the approval of the curriculum coordinator.

OR

- Students must meet the minimum competency for Passing Quarter 4 described above AND
- Student will retake prior assessments from the year/semester and meet a minimum criteria, as defined by the school team (teacher and/or curriculum coordinator, school counselor, and building administrator)

For all other students, counselors and administrators will be reaching out to develop plans to advise on pass/fail. The Superintendent of Schools, or designee, has the ultimate authority to approve any plan or assessments designed to set criteria for passing.

Will a pass/fail approach be supported by colleges and universities?

The CSDE has been in touch with all CT colleges, who are amenable to receiving these types of grades for this semester. Further, most colleges and universities are transitioning to pass/fail grading systems or minimally providing students with this option. This includes public institutions like the University of Connecticut and private colleges such Smith, Wellesley, Dartmouth and Yale.

How will AP and UConn/ECE Classes be treated?

The requirements for AP classes are distinct from one another. For this reason, AP teachers will develop guidelines for “passing” Quarter 4 during distance learning. Guidelines will be approved by the Superintendent of Schools or designee.

Teachers of UConn/ECE classes are awaiting further guidance from UConn and other institutions that offer ECE classes at Newington High School.

APR 08 2020

E2 - E3

DATE: April 3, 2020
TO: Members of the Board of Education
FROM: Dr. Maureen L. Brummett, Superintendent of Schools
SUBJECT: **POLICIES FOR REVIEW**

The Student Policy Committee will meet on April 3, 2020 to discuss revisions to the policies listed below. Attached you will find the two policies for your review. Revisions are marked in "red" fonts.

Revisions to Policy 6146 – Graduation Requirements
Revisions to Policy 6172.6 – Interactive Distance/Online Learning

The Board will be asked to approve these policies at the April 22, 2020 Board of Education meeting.

Instruction

Interactive Distance/Online Learning

The Newington Board of Education supports learning through accredited Interactive Distance Learning courses as an effective means of alternative instruction for students. A virtual course is an educational organization that offers courses at various grade levels through electronic and optical means, such as Internet or Web-based methods. These courses can be used to enrich, supplement, or enhance the existing curriculum and can also provide an alternative means of instruction. Interactive Distance/Online Learning does not require the student to be physically present in the same location as the instructor or other students.

Learning courses are part of this District's educational offerings to increase accessibility to learning opportunities and flexibility in the delivery of instruction. In addition to regular classroom-based instruction, students in the District may earn credit through Interactive Distance Learning courses.

All Interactive Distance/Online Learning courses will be consistent with the District's instructional goals and aligned with Connecticut's academic standards, frameworks, and assessments. The administration shall periodically review instructional materials of Interactive Distance/Online Learning courses to ensure they meet program and district instructional standards. The District will not use Interactive Distance/Online Learning course as the sole medium for instruction in any required subject area for students in grades K-12.

The District will make every effort to integrate Interactive Distance/Online Learning courses as part of the regular instruction program for grades K-12.

Credit from Interactive Distance/Online Learning may be earned only in the following circumstances:

1. The course is not offered at the District's Middle/High school;
2. The course will serve as a supplement to extended homebound instruction;
3. The District has expelled the student from the regular school setting, but educational services are to be continued;
4. The Principal, with agreement from the student's teachers and parents/guardians, determines the student requires a differentiated or accelerated learning environment;

5. A student has failed a course and wishes to recover credits in that course area;
6. The student's PPT or Section 504 Team has determined it to be an appropriate means of instruction.
7. Successful participation in distance learning during State or locally identified emergency crisis situations; using guidelines determined by the Superintendent of Schools or designee. Guidelines will take into account the issues of equity and accessibility of distance learning.

Students shall apply for permission to take Interactive Distance/Online Learning courses by doing the following:

1. Complete prerequisites and provide teacher/counselor recommendations to confirm the student possesses the maturity and skill level needed to function effectively in an Interactive Distance/Online Learning course;
2. Obtain the written approval of the Principal or his/her designee before a student enrolls in an Interactive Distance/Online Learning course; and
3. Adhere to District policies regarding the use of technology and the Internet (to the extent applicable).

Middle/High School students may earn academic credit to be applied toward graduation requirements by completing Interactive Distance/Online Learning courses through agencies approved by the Board of Education. The District must receive an official record of the final grade before awarding credit toward graduation. Only approved Interactive Distance/Online Learning courses shall be posted on student transcripts. The District is not required to pay the tuition fee for students seeking credit recovery.

The District shall be responsible for providing appropriate supervision and monitoring of students taking Interactive Distance/Online Learning courses. Students will have access to sufficient library media resources such as a "virtual library" available through the World Wide Web, laboratory facilities, technical assistance, and hands-on training and information.

District Review Committee

The District Review Committee, composed of the Deputy Assistant Superintendent for Schools Curriculum and Instruction, Director of Curriculum and Instruction, Director of School Counseling and Student Assessment, Middle School and/or High School Principal or designee, and Curriculum Coordinators shall review all Interactive Distance/Online Learning courses prior to use by the District. The Newington Board of Education will be informed of Interactive Distance/Online Learning course being used by the District.

Evaluation

The District Review Committee will evaluate the educational effectiveness of the Interactive Distance/Online Learning courses and the teaching/learning process to include assessments based on state curriculum standards as well as student satisfaction. The District will use this evaluation to decide whether to grant credit for the course or to continue or discontinue the use of an Interactive Distance/Online Learning course.

Legal Reference: Connecticut General Statutes

[10-221](#) Boards of education to prescribe rules, policies and procedures.

[10-221a](#) High school graduation requirements. (as amended by P.A. 00-124, An Act Concerning High School Diplomas and Veterans of World War II, P.A. 00-156, An Act Requiring A Civics Course for High School Graduation and P.A. 08-138, An Act Concerning High School Credit for Private World Language Courses ,Other Subject Areas) and P.A. 10-111, An Act Concerning Education Reform in Connecticut.

Policy adopted: March 26, 2014

NEWINGTON PUBLIC SCHOOLS

Newington, Connecticut

APR 08 2020

E4

DATE: March 26, 2020
TO: Dr. Maureen L. Brummett, Superintendent of Schools
FROM: Lou Jachimowicz, Chief Finance and Operations Officer
SUBJECT: PSCIP 2020-2021 PROJECT APPROPRIATION REQUEST

On March 24th, the Newington Town Council authorized the transfer of \$700,000 from the Undesignated Reserve within the PSCIP and the Newington Town Hall FF&E Account. As a direct result of this transfer, a corresponding reduction needs to be made to the proposed project appropriations for 2020-21. The net impact of this Town Council action was moving up the appropriation to occur during this fiscal year rather than next fiscal year. This then requires a reduction from \$1,200,000 in appropriation requests to \$500,000 for 2020-21.

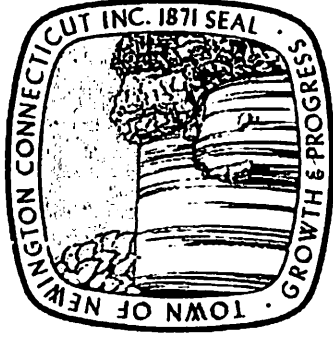
The Town Long Range CIP Improvement Plan book also needs to be changed to reflect this action. For now, I had the Town Finance Department implement this \$700,000 adjustment so that they could publish their CIP book. The net result is that the new proposed appropriations total \$500,000 instead of \$1,200,000 for 2020-21. The project profile for 2020-21 will now be the same as the 4 out year for the fund with the exception of the blacktop account. That project will be \$115,000 for 2020-21 and \$15,000 for the four out years.

If the BOE wishes to modify these allocations, that can be done at any time through the committee process and Board action. Any change of this type would become effective 7/1/20.

A copy of the revised page from the Town CIP Proposal Book is attached for your information.

Attachment

**LOU JACHIMOWICZ
CHIEF FINANCE & OPERATIONS
OFFICER
BOARD OF EDUCATION**



**TOWN OF NEWINGTON
LONG RANGE
CAPITAL IMPROVEMENT PLAN
2020-2021 THROUGH 2024-2025
PROPOSED**

Appendix B

**Projected Use of the Public School CIP Reserve Fund
Capital Improvement Plan 2020-2021 through 2024-2025**

In accordance with Newington Code of Ordinances 48-14 et seq., a Public School Capital Improvement Project Reserve Fund is established with proceeds from various sources including (a) earnings derived from investment and fund balances; (b) income from current school rental fees; (c) tuition; and (d) an annual appropriation of at least \$125,000 subject to a fund balance limit of \$1,200,000. Such funds are restricted to fund repairs, renovations and/or minor additions at buildings and/or facilities maintained by the Board of Education which have a life expectancy of at least seven (7) years. Costs for projects funded through this mechanism must be at least \$15,000 but cannot exceed the fund balance limit. Pursuant to Code of Ordinances 48-14 et seq., expenditures from this fund must conform to appropriations made by the Town Council. Appendix B illustrates a five-year income and expense analysis

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CAPITAL IMPROVEMENT PLAN 2020-2021 THROUGH 2024-2025

PROJECT TITLE	PROPOSED CAPITAL IMPROVEMENT PLAN					
	ESTIMATED 2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025
Opening reserve	1,190,815	498,815	398,815	398,815	398,815	398,815
Appropriation from General Fund	125,000	125,000	125,000	125,000	125,000	125,000
Investment income	10,000	2,000	2,000	2,000	2,000	2,000
Tuition Receipts	200,000	200,000	200,000	200,000	200,000	200,000
School Rental Receipts	73,000	73,000	73,000	73,000	73,000	73,000
Transfer from Public Building Fund						
Total available	1,598,815	898,815	798,815	798,815	798,815	798,815
Less program projects:						
Transfer to CNRE Fund						
District-Wide HVAC	179,205	25,000	25,000	25,000	25,000	25,000
Painting	1,245	25,000	25,000	25,000	25,000	25,000
District-Wide Technology	60,000	50,000	50,000	50,000	50,000	50,000
Carpet/Flooring Replacement	1,000	25,000	25,000	25,000	25,000	25,000
Security and Safety	60,000	25,000	25,000	25,000	25,000	25,000
District-Wide Furniture Upgrades	30,000	25,000	25,000	25,000	25,000	25,000
Athletic Improvements		25,000	25,000	25,000	25,000	25,000
District-Wide Playground Renovations		15,000	15,000	15,000	15,000	15,000
District-Wide Lighting Improvements	3,000	15,000	15,000	15,000	15,000	15,000
District-Wide Roof Reserve		25,000	25,000	25,000	25,000	25,000
District-Wide Corridor/Exterior Doors		25,000	25,000	25,000	25,000	25,000
District-Wide Blacktop/Paving		115,000	15,000	15,000	15,000	15,000
District-Wide Vehicles		25,000	25,000	25,000	25,000	25,000
Town Hall Furniture, Fixtures & Equipment (FF&E)	765,550					
Districtwide Building Systems & Controls		25,000	25,000	25,000	25,000	25,000
Districtwide Environmental Services		25,000	25,000	25,000	25,000	25,000
Districtwide Sidewalks & Concrete		15,000	15,000	15,000	15,000	15,000
Districtwide Electrical Infrastructure		15,000	15,000	15,000	15,000	15,000
Total	1,100,000	500,000	400,000	400,000	400,000	400,000
Ending Reserve	498,815	398,815	398,815	398,815	398,815	398,815

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APR 08 2020
E 5

DATE: April 3, 2020
TO: Members of the Board of Education
FROM: Dr. Maureen L. Brummett, Superintendent of Schools
SUBJECT: RFP PROCESS – ANNA REYNOLDS

The Facilities Sub-Committee of the Board of Education is meeting on April 3, 2020 in the afternoon to review RFP proposals. Information will be provided to members of the Board of Education on April 8th based on the outcome of the April 3rd Facilities meeting.

TOWN OF NEWINGTON

**Owner's Project Representative for
Anna Reynolds Elementary School**

March 27, 2020



CHIA

Table of Contents

Cover Letter and Executive Summary

Section 1: Summary of Qualifications and Experience	Page 1
Section 2: Management Approach	Page 4
Section 3: Key Personnel	Page 7
Section 4: Relevant Experience	Page 8
Section 5: Certificate of Insurance	Page 14





March 27, 2020

Ms. Maureen Brummett
Superintendent of Schools
131 Cedar Street
Newington, CT 06111

Re: Owner's Project Representative Services for the "Renovate as New" project at Anna Reynolds Elementary School

Dear Ms. Brummett,

Clough, Harbour & Associates, LLP (CHA) is pleased to submit our qualifications to the Newington, CT Board of Education for Owner's Project Representative for the "Renovate as New" project at Anna Reynolds Elementary School. We have reviewed the Request for Qualifications (RFQ) and agree that if our Response is accepted, we will enter into a Contract with the Town which incorporates all the requirements of the RFQ. We have examined this RFQ, and are familiar with its terms. Because a copy of the Town's form of agreement was not provided with the RFP, CHA respectfully reserves its right to negotiate industry-appropriate changes to both terms, conditions and scope set forth therein, should we be selected. We acknowledge that no addenda were released on this RFQ.

Executive Summary

CHA provides exceptional personal service coupled with comprehensive technical expertise and a local presence. Our project management staff includes nine highly qualified Project Managers, including a Registered Professional Engineer, two Registered Architects, and a certified P6 Scheduler. We also employ an in-house team of seven professional Cost Estimators, four Assistant Project Managers, and 13 On-Site Representatives, all of whom have more than 10 years of construction experience and construction supervisor licenses.

I personally have more than 30 years of experience in the supervision of the design and construction of public buildings. I am a licensed professional engineer in the state of CT as well as other states. I am a seasoned project manager and as Project Director for Anna Reynolds Elementary School, I will lead the project team from the time we are hired through final project closeout. My office is located less than 20 minutes from the Anna Reynolds Elementary School.

Richard Marks will serve as the Senior Project Manager. With more than 30 years of experience in the industry he has overseen planning and construction of more than 30 public schools and \$1 billion in public construction across the northeast, including more than 10 elementary schools.

Michael McNulty will serve as the Project Manager. Michael has more than 15 years of experience in the design and construction of both public and private buildings across New England. He most recently served as a Senior Project Manager with two large Construction Management companies after spending almost 8 years in various capacities with Dimeo Construction Co.

200 Corporate Place, Suite 110, Rocky Hill, CT 06067-1861

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Delwyn Williamson, our Director of Cost Estimating, who has been an integral part of the CHA team for more than 23 years, will lead our in-house team providing cost estimating, value engineering, life-cycle cost analysis, and the assessment of change orders. Our cost estimating team includes specialists in the architectural, structural, civil, mechanical, and electrical trades.

Rounding out our team is Sidni Bragg, who has overseen the management of project controls and project administration, including protocols, submissions, bid document distribution, contract management, and project accounting on more than \$600 million in publicly funded projects.

We approach each project with the same philosophy, emphasizing the three keys to a successful job: schedule, cost, and quality. We have assembled a highly qualified and experienced team of professionals to lead the project from its inception to a successful conclusion. Some of the highlights detailed in the attached submission include:

- We provide full in-house cost estimating services, using an extensive database of construction costs and our expertise to verify that cost estimates are comprehensive and accurate. We can help the Town make good decisions about the best options to pursue.
- We have estimated and managed numerous public schools across the northeast.
- We have successfully managed many projects through to the town referendum resulting in successful outcomes.

Our firm is in full operation during the COVID-19 outbreak and can operate at full capacity virtually. We have multiple communication platforms and our personnel are seamlessly working from home. We have substantial capital reserves and work backlog to continue full operations until the situation improves.

We welcome the opportunity to create a working relationship with the Newington, CT Board of Education and apply our diverse knowledge and experience to your project. The Clough, Harbour & Associates office is located at 200 Corporate Place, Suite 200, Rocky Hill, CT 06067-1861. Of course, if you have questions about our proposal, please contact me at (860) 937-6533 or at bmckenna@chacompanies.com.

Sincerely,



Brian McKenna, PE
Partner





Section 1



Section 1

Summary of
Qualifications &
Experience



Summary of Qualifications and Experience

Clough, Harbour & Associates, LLP Company Information

CHA is a limited liability partnership organized under the laws of the State of New York, but registered with the Connecticut Secretary of State to do business within the state. We began providing professional engineering services in 1952 from an office in Boston, Massachusetts in civil, transportation, and structural engineering. Early on, we were successful in winning major civil engineering projects throughout New England and the Mid-Atlantic. Since that time, we have grown into a full service design firm providing a broad range of professional services in the fields of owner's project management, cost estimating, mechanical, electrical, structural, civil, landscape architecture, sports architecture, transportation, campus master planning, energy conservation, and environmental compliance. CHA now employs more than 1,300 people in 37 offices and has become an industry leader and expanded its reach nationwide.



We are organized to provide superior project management and client-specific services tailored to fit the needs of each client we serve. Seasoned project managers in each of our teams draw from the resources of 11 discipline-specific technical groups, eliminating the need for subconsultants. This matrix-type organization allows our project managers to be fully dedicated to project management activities, which means they are focused exclusively on providing superior services to their clients. Each of CHA's technical groups is comprised of skilled technical staff who provide the technical expertise necessary to complete projects in each of the markets in which we operate.

By developing close, personal connections with our clients and the communities they serve, we consistently deliver exceptional results on time and within budget. We strive to achieve the highest level of quality on projects of every scope, size, and budget. Through our collaborative work with the Owner and Project Team, we achieve exceptional results by directing, facilitating, and motivating every member to contribute their best to the project. Our success is due to our years of experience in the engineering and project management fields, which has given us a deep understanding of how to build cohesive, cooperative teams that fully utilize the strengths of all members.

Management Approach

The project management team works on behalf of, and closely with, our clients to facilitate the on-time, on-budget, and high-quality completion of their projects with no surprises to the owner. CHA oversees every detail of the job, from conception to completion, approaching the project as our own. Our clients range from those engaging in their first construction project to those with years of experience in the field.

Clients often desire a single point of contact for all aspects of a project. CHA guides projects toward the most cost-effective, functional, and



Nauset Regional High School
Eastham, MA



Marlborough Elementary School
Marlborough, MA



sustainable solutions available. Our team of architects, engineers, planners, project managers, BIM managers, VDC specialists, and site superintendents enables our clients to identify efficiencies, stay on schedule, and make certain the project is complete, safe, and built in strict accordance with the contract documents.

The CHA team offers your staff familiarity with the State of Connecticut coupled with proven technical skills, a centrally located office in Rocky Hill, CT and steadfast commitment and availability. This important “Renovate as New” project at Anna Reynolds Elementary School requires a well-qualified and collaborative team with deeply rooted working knowledge and experience. CHA is that team. We will treat all assignments with attentiveness, responsiveness, and professionalism that will fulfill our responsibilities and exceed your expectations.

Our team, led by Brian McKenna, PE, will provide rapid response and consistency in addressing the projects with dedication and urgency. We will take the most direct and effective approach to completing tasks, and we can be on-site on short notice. Supported by a team that is highly knowledgeable of the State of Connecticut’s processes, and building on our success and incorporating best practices, we will model our project management and design development approaches for this assignment based on our Project Management Process, which we have utilized successfully on our public projects.

EXAMPLE: For the Irwin Jacobs Elementary School project in 2015, our OPM team worked with the Designer to provide guidance and oversight as the Designer thoroughly documented existing conditions, performed land surveys, reviewed nine potential site options, defined educational programming requirements, and developed cost comparisons between the options.

Experience in the Construction of Similar Projects

CHA has extensive project management expertise and has successfully completed more than \$1 billion in construction throughout the Northeast. During design and construction, we actively participate in all project meetings to monitor quality, efficiency, progress, schedule, and budget adherence to verify that the project complies with the Owner’s standards and requirements. CHA is highly experienced in public projects and has successfully completed numerous projects involving complex phasing plans, many of which took place in occupied buildings. We know that setting up a realistic and fail-safe phasing plan is critical to the success of these projects. We are currently overseeing the construction of the Town of Belmont Middle and High School, which requires extensive phasing, coordination, and scheduling.

We have completed comprehensive assessments of current conditions various systems within multiple schools and have overseen and directed the development of potential design concepts. Each potential option will be studied both quantitatively (through schedule analysis and cost estimates) and qualitatively (looking at the impact to and delivery of education program requirements). The process will be detailed and transparent, and we will regularly share project progress with the Town of Newington, the School Building Committee, and the community.

We have extensive experience performing the activities necessary to take the project from concept to Town referendum. We are experienced in liaising with the appropriate state and town offices to successfully complete the preliminary plan development and filings required and support Town requirements to support a potential referendum.



EXAMPLE: For the Marlborough Elementary School project, our team and the School Building Committee reviewed all possible options for renovation, renovation/addition, and new construction, including the State Model School Program. The Owner ultimately selected a model school design that matched the District's educational program and available site. General Contractor bids came in 18% under budget and the project is currently under budget and ahead of schedule.



Strong Working Relationships with Designers, Contractors, Owner, and Local Officials

Our approach is to foster a team partnership from the onset of each project. Our firm works with many of the design firms, contractors, and subcontractors in New England, establishing a solid rapport with each. Our Project Management team has experience working in collaboration with local authorities and commissions.

We use our experience and knowledge of the industry and our connections with respected firms to increase bidder interest, promote bidder competition, and foster collaboration between all parties and stakeholders.

Project Record

Several of our recent public projects have been completed on time and on budget. Some recent examples of projects that have been completed **under budget** include the Irwin Jacobs Elementary School in New Bedford, MA, the Lester Gates Middle School in Scituate, MA, and the J. Henry Higgins Middle School in Peabody.

Relevant Codes and Regulations

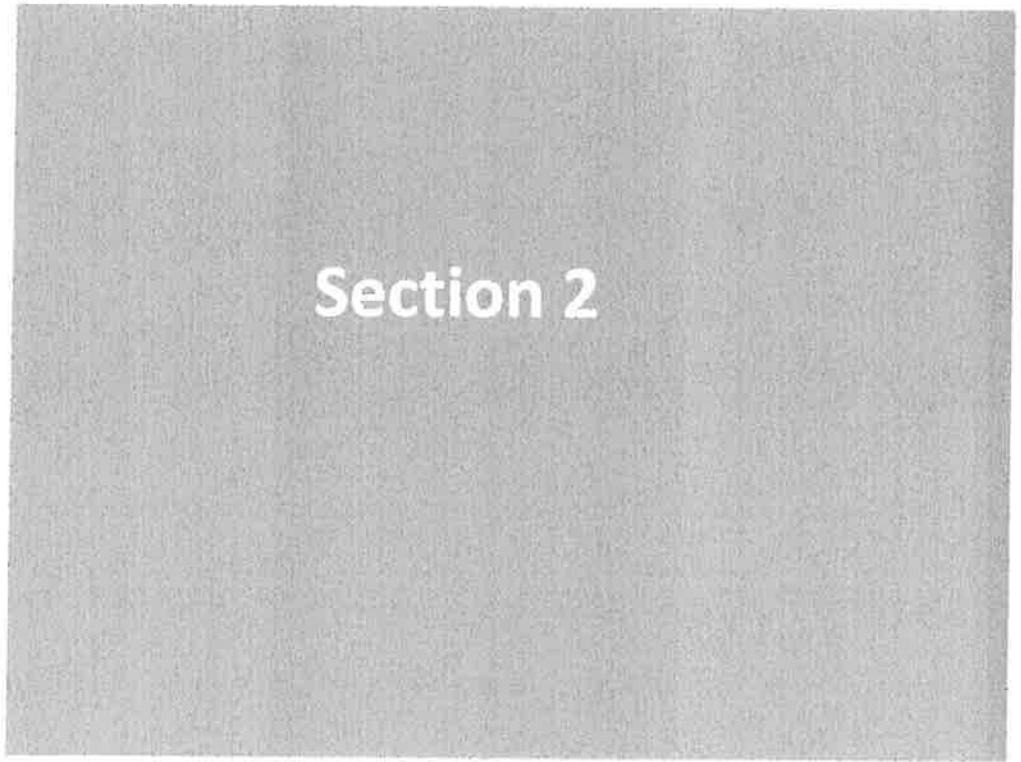
We are familiar with the State's Construction Guidelines and the "Renovate as New" policies. We have a Rocky Hill, CT based staff with two Professional Engineers registered in the State of Connecticut who will review all documents for code compliance as well as compliance with the State's standards. We have also read and understand the School Safety Report issued by the State Dept. of Administrative Services. We have incorporated these security enhancements into a number of recent elementary schools, balancing safety with appropriate levels of community access.




Community Engagement:

The success of a project is dependent upon careful management of the project, but also on the transparent communication of the project's progress to the community. Our team will assist the Newington, CT Board of Education with any digital and print outreach, community surveys, interactive school staff and community workshops, and public forums and presentations. We have recently built six highly effective websites for public outreach on our projects, as well as participating in cable TV shows, multiple community forums and online surveys.

EXAMPLE: For the Mitchell Elementary School project in Bridgewater, our team created a project website, held several public workshops and presentations, and has worked closely with the School Building Committee on digital and print communications to keep the community informed. In January, the team conducted a survey of local residents. Almost 900 responses were received with a significant majority preferring one option. This information helped the School Building Committee determine the level of public support and was a significant consideration during the selection of the preferred option.







Section 2
Management
Approach

Management Approach

CHA will approach the Anna Reynolds Elementary School project as a partnership with the Newington Board of Education. We will facilitate maximum collaboration between the Town, the Designer, the State of Connecticut Office of School Construction Grants, and all other members of the project team. We will actively lead and support the Town in every step of the process seamlessly through Town referendum. Our project management services include design review, value engineering, scheduling, budget control, quality assurance, and adherence to state regulations.

The CHA team offers extensive familiarity with public school projects, coupled with proven technical skills and steadfast commitment and availability. This important and complex project requires a well-qualified and collaborative team with deeply rooted local knowledge and similar past experience. CHA is that firm. We will treat the Anna Reynolds Elementary School project with attentiveness, responsiveness, and professionalism that will fulfill our responsibilities and exceed your expectations.

Our team, led by Brian McKenna, is known for its rapid response and consistency in addressing clients' projects with dedication and urgency. We will take the most direct and effective approach to completing tasks, and we can be on-site on short notice. Supported by a team that is highly knowledgeable, and building on our success and incorporating best practices, we will model our project management and design development approaches based on our Project Management Process, which we have utilized successfully on all of our program management projects.

CHA Differentiators

CHA approaches each project with the same philosophy, emphasizing the three keys to a successful job: schedule, cost, and quality. We have assembled a highly qualified and experienced team of professionals to lead the Welch project from its inception to a successful conclusion. Some of the highlights which will be detailed in this submission include:

- We understand the management of public building design and construction in conjunction with the State of Connecticut Office of School Construction Grants and municipalities.
- Our office in Rocky Hill is very close to the Anna Reynolds Elementary School.
- Richard Marks, Senior Project Manger has traveled extensively around the country reviewing best practices for school programming and construction.
- Our team has prior experience in the successful design and construction of elementary schools, logistical coordination while working on an occupied site, and relocation management.
- Several of our school projects, including the Scituate Middle School, Higgins Middle School and Marlborough Elementary School are among the most cost effective schools built in the last ten years in Massachusetts. We will bring that same discipline to the Anna Reynolds Elementary School.
- We provide full in-house cost estimating services, using an extensive database of construction costs and our expertise to ensure that cost estimates are comprehensive and accurate.
- Our in-house cost estimators produce effective value engineering suggestions during design, help negotiate change orders, and verify requisitions during construction.

Methods of Communication

Our team encourages transparency between all project stakeholders and carefully documents each project with written and electronic documentation. We will prepare a detailed monthly progress report that summarizes all activities. The report will include updates on the budget/costs and schedule, cash flow projections, Designer's progress, any issues that could result in added time and/or costs, and any problems/concerns with recommended solutions.



Working Relationships with Designers, Contractors, Owner, and Local Officials

Our team members have worked and developed strong professional relationships with many of the design firms, contractors, subcontractors, and local officials in New England. We will leverage our experience and knowledge of the industry and our connections with respected firms to increase bidder interest and competition, which will result in the Anna Reynolds Elementary School being completed with the strongest possible team.

Life-Cycle Cost Analysis

Our team will provide an analysis of all building systems and make recommendations that can be used to determine initial cost of the systems, cost of operations, and expected life span with replacement costs and schedules to determine the most effective solution for the project.

EXAMPLES

- The Dearborn STEM Academy was designed with decorative copper paneling on the exterior. When the Construction Manager reviewed the plans, they expressed concern over the cost of these panels and indicated that they might need to be removed to meet the budget. Our Cost Estimating team assessed value engineering options for the materials that the panels were made from, which allowed the project to maintain the desired design aesthetic without exceeding the budget.
- Our Cost Estimators recently quantified value engineering options for Lincoln High School in Lincoln, RI. Their assessment considered various reconfigurations of the amount of new construction versus renovation that the building would undergo, and provided savings of up to \$6.7 million.
- CHA recently completed construction of the Martha's Vineyard Airport, Aircraft Rescue & Firefighting building. The original design for this building came in over budget. Joe Sullivan suggested that the building be redesigned utilizing traditional construction for the headhouse and modular construction for the bays. This suggestion helped bring the project back within budget, while still meeting all FAA requirements and regulations.

General Services

- Overall Project Coordination and Management
- Project Budgeting
- Project Scheduling
- Consultant and Contractor Selection and Coordination
- Project Management from Planning through Stabilized Occupancy
- BIM Management
- Virtual Design and Construction (VDC)

Preliminary Planning and Feasibility

- Project Feasibility Evaluation
- Preliminary Cost Estimate
- Preliminary Schedule
- Project Strategy and System Review
- Existing Conditions Review

Design and Construction Documentation

- Project Requirements Review
- Design Team Selection (if required)
- Design Review Management
- Design Schedule Management
- Project Budgeting

- Value Engineering
- Pre-Qualification of Contractors / Construction Manager
- Division of Work
- Long Lead Procurement Strategies

Preconstruction Services

- Constructibility Reviews
- Logistical Analysis
- Subcontractor Selection
- Contract Review
- Permit Management
- Milestone Schedules

Construction Services

- Construction Monitoring and Project Management
- Construction Schedule Monitoring/Recovery Plans
- Mock-Ups and Model Room Coordination
- Independent Testing Coordination
- Project Evaluation Reporting
- Computer Technology (Project Management Systems)
- Project Meeting Coordination



Construction Services (cont)

- Quality Control
- Financial Controls and Payment Review
- Cash Flow Analysis
- Insurance Requirement Compliance
- Legal Dispute Resolutions
- Coordination of Owner Supplied Furniture, Furnishings and Equipment

Closeout and Post-Construction Services

- Punch List Monitoring
- System Commissioning Coordination
- Construction Closeout Coordination
- Turnover Quality Control
- Facilities Management Consulting
- Transition to Stabilized Occupancy Analysis
- Guidance on Facilities Survey and Database Management
- Financial Closeout

Clough Harbour & Associates, LLP Partners

William Barley
Michael DeVoy
Robert Faulkner
James Fuller
Michael Hollowood
Steven Lawrence

Brian McKenna
Eric Poreda
Todd Schultheis
Joseph Thomson
Bryan Busch

Fees

Fees shall be included in the respondent's initial submittal. All charges for normally reimbursable items and any other miscellaneous expenses shall be included in the rates and fees for services requested above. Respondents shall include their expectations regarding the length of time over which fees shall be paid (either the length of construction, eighteen months, or two years). The fee proposed shall be a lump sum monthly fee amount



Section 3



Section 3

Key Personnel

Project Team



Brian McKenna, PE will serve as the Project Director. He has more than 30 years of experience in the supervision of the design and construction of public buildings. Brian is a licensed professional engineer in the state of Connecticut as well as other states. He is a seasoned project manager, and as Project Director for Anna Reynolds Elementary School, he will lead the project team from the time we are hired through final project closeout.



The Anna Reynolds Elementary School project will be led by **Richard Marks** as the Senior Project Manager. He has more than 30 years of experience in the supervision of the design and construction of public buildings and has managed more than \$1 billion in construction projects across New England. He will lead the project team from the time we are hired through final project closeout.



Michael McNulty, Project Manager, has more than 15 years of experience in the design and construction of both public and private buildings across New England. He most recently served as a Senior Project Manager with two large Construction Management companies after spending almost 8 years in various capacities with Dimeo Construction Co.



Jordan Hudak, PE, will perform Quality Control and Operations Oversight. His experience includes site design for CHA's higher education and municipal clients throughout the State of Connecticut. He is a former Air Force officer and civil engineer, with an overseas tour of duty in Iraq.



Delwyn Williamson, our Director of Cost Estimating, who has been an integral part of the CHA team for more than 23 years, will lead our in-house team in providing cost estimating, value engineering, life-cycle cost analysis, and the assessment of change orders. Our cost estimating team includes specialists in the architectural, structural, civil, mechanical, and electrical trades.



Sidni Bragg, Business Manager, has overseen the management of project controls and project administration, including protocols, submissions, bid document distribution, contract management, and project accounting on more than \$600 million in publicly funded projects.



Section 4



Section 4

Relevant Experience



Past Performance: Completed Owner's Project Representative School Projects Within The Past 5 Years

	Project Name and Location	Brief Description of Project And Services	Project Dollar Value	Completion Date	On Time	Original Construction Contract Value	Change Orders	Number of Accidents and Safety Violations	Dollar Value of any Safety fines	Number & Outcome of Legal Actions
(1)	Benjamin Franklin Classical Charter Public School; Franklin, MA	New construction of a pre-engineered, steel-frame building.	\$25 M	2019	Yes	\$21 M	8 \$204,590	None	None	None
(2)	Dearborn STEM/6-12 Early College Academy Boston, MA	New construction on the site of an existing 118,600 SF school for a 6-12 STEM school.	\$71.9 M	2018	Yes	\$60.25 M	15 \$1,493,637	None	None	None
(3)	Irwin Jacobs Elementary School; New Bedford, MA	New construction of a 74,056 SF school on existing site, incl. abatement and demolition of existing building.	\$35.6 M	2017	Yes	\$27.2 M	9 \$250,000	None	None	None
(4)	Gates Middle School Scituate, MA	New construction of a 74,056 SF middle school.	\$68.8 M	2017	Yes	\$52.6 M	18 \$2,000,000	None	None	None
(5)	J. Henry Higgins Middle School; Peabody, MA	New construction of a 230,000 SF middle school.	\$86.6 M	2017	Yes	\$68.8 M	54 \$1,100,000	None	None	None
(6)	Lowell Collegiate Charter School – Phase 1A Lowell, MA	Renovation & fit-out of existing building for a 46,789 SF school.	\$10.1M	3/2017	Yes	\$8.5M	None	None	\$0	None
(7)	Franklin High School Franklin, MA	New construction of a 306,543 SF high school. (MODEL SCHOOL)	\$99 M	8/2015	Yes	\$87.9 M	23 \$1,153,613	None	\$0	None



Capacity: All Current/Ongoing Work Owner's Project Representative School Projects

	Project Name and Location	Brief Description of Project And Services	Original Project Budget	Current Project Budget	Project Completion Date	On Time?	Original Construction Contract Value	Number and \$\$ value of Change Orders	Number and \$\$ value of claims
(1)	Elizabeth G. Lyons Elementary School Randolph, MA	MSBA feasibility study and schematic design of an elementary school.	\$44-\$57M	TBD	TBD	TBD	TBD	None	None
(2)	Tisbury School Tisbury, MA	Study for the renovation of and addition to the existing K-8 school.	TBD	TBD	TBD	TBD	TBD	None	None
(3)	Nauset High School; Eastham, MA	106,288 SF addition and 110,663 SF renovation of the existing high school	\$140M	\$132M	2024	TBD	TBD	None	None
(4)	Benjamin Franklin Classical Charter Public School Franklin, MA	New construction of a 74,056 SF middle school.	TBD	TBD	TBD	TBD	TBD	None	None
(5)	Mitchell Elementary School Bridgewater, MA	Study for the renovation/addition or new construction of an elementary school.	\$75 M	\$75 M	2023	TBD	TBD	None	None
(6)	Belmont Middle + High School Belmont, MA	Study for the reno/add or new construction of a high school.	\$295 M	\$295 M	2023	Yes	TBD	None	None
(7)	Lincoln School Lincoln, MA	Renovation (125,173 SF) and expansion (39,905 SF) of an existing K-8 school.	\$93.9 M	\$93.9 M	2022	TBD	\$76.1 M	None	None
(8)	Westport Middle School Westport, MA	New construction of a Middle-High School.	\$97 M	\$97 M	\$97 M	2021	Yes	TBD	None
(9)	Marlborough Elementary School; Marlborough, MA	New construction of a 111,437 SF "model" elementary school.	\$54.3 M	\$54.3 M	8/2020	TBD	\$47.8 M	None	None



References

Project Name And Location Project Director	Client's Name, Address and Phone Number. Include Name of Contact Person	Project Name And Location Project Director	Client's Name, Address and Phone Number. Include Name of Contact Person	Project Name And Location Project Director	Client's Name, Address and Phone Number. Include Name of Contact Person
1) Sharon (Middle School, Town Hall, DPW) Sharon, MA Project Director: Richard Marks	Mr. Gordon Gladstone Permanent Building Committee, Chair 121 Lakeview Street Sharon, MA 02067 781-784-5376	Belmont 7-12 School Belmont, MA Project Director: Richard Marks	Mr. Bill Lovallo Chair, Building Committee Belmont Town Offices 455 Concord Avenue Belmont, MA 02478 617-699-9724	New Bedford (2) Public Schools + Public Safety New Bedford, MA Project Director: Richard Marks	Mr. Ari Sky Chief Financial Officer City of New Bedford 133 William Street New Bedford, MA 02740 508-979-1441





Tisbury School Feasibility Study

Tisbury, MA

Completed:

2018

Total Project Value:

\$46.5 Million

Key Personnel:

Richard Marks
Joe Sullivan
Christina Opper
Delwyn Williamson
Sidni Bragg

Client/Contact:

Ms. Rachel Orr
Chair, School Building Committee
Tisbury, MA 02568
508-627-3711

The existing Tisbury School was built in 1929. Since that time, two major additions have been made to the facility: the 1938 gymnasium and the 1995 academic wing, which added two kindergarten classrooms, a library, and two science classrooms. The school is currently 51,000 SF. A modular building was leased in 2002 to house required programs that the main building could not accommodate. In 2015, The Town submitted an application to the State, highlighting the community's need for a modern, energy-efficient facility with adequate space for the student population.

CHA was selected by the Town and School Building Committee to serve as the Owner's Project Manager for the Feasibility Study and Schematic Design Phase. For this phase, the Town of Tisbury, the Martha's Vineyard Regional School District, and the Tisbury School Building Committee worked with the State to conduct the Feasibility Study. During this process, they assessed options for the renovation and expansion of the existing facility and options for construction on the current school site and two other local sites.

The goals identified in the study included the need to alleviate overcrowding, replace and modernize failing building systems, remediate hazardous materials, meet State and Local health and safety and accessibility requirements, and to provide the full scope of services consistent with State and Local educational requirements and meet the educational needs of a diversified student body.

Multiple options for repair, renovation, and expansion were studied and the documentation will provide a detailed starting point for the renewal of the feasibility study to determine the most cost-effective and educationally appropriate solution.





Lincoln School

Lincoln, MA

Estimated Completion:

2022

Total Project Value:

\$93.9 Million

Key Personnel:

Richard Marks
 Joe Sullivan
 Christina Opper
 Delwyn Williamson
 Sidni Bragg

Client/Contact:

Mr. Buckner Creel
 Admin. Business & Finance
 6 Ballfield Road
 Lincoln, MA 01773
 781-259-9401

The goal of the Lincoln Public School’s Board of Selectman is to provide a year-round comfortable environment for children to learn in. The current K-8 facility is in dire need of maintenance and upgrades, however, the community felt that the existing building held a significance within the community and identified the need to renovate the school and expand. In November 2018, the Board of Selectmen and town-wide ballot voted to fund the building project, the largest single capital investment in the town’s history.

The phased project is proposed to consist of 127,528 SF of renovated space and construction of 37,550 SF of additions. The “L” shaped building will have new common spaces and include a central entrance, dining commons and kitchen, flexible learning commons, media center (library), and centralized administration. The educational spaces will provide for flexibility to support future educational models and practices. Grade level “hubs” will be created to group students and also allow interaction and collaboration between all grade levels.

Construction of 30 modular classrooms to house the students during construction is complete. Renovation of the main campus building will start in June 2020.

Lincoln will be the first community in the Commonwealth to achieve this level of sustainability in a public school renovation project. The school will become a living educational laboratory to learn about sustainable practices.



Anticipated Completion:

TBD

Total Project Value:

TBD

Key Personnel:

Richard Marks

Client/Contact:

Ms. Thea Stovell
Superintendent of Schools
Randolph Public Schools District
40 Highland Ave
Randolph MA 02368
781-961-6200



Elizabeth G. Lyons Elementary School

Randolph, MA

Feasibility study of options for repair, renovation, renovation/addition, or new construction for an existing elementary school serving grades K-5.

Anticipated Completion:

2023

Total Project Value:

\$75 M

Key Personnel:

Richard Marks

Client/Contact:

Mr. Derek Swenson
Superintendent
166 Mt. Prospect St.
Bridgewater, MA 02324
508-279-2140

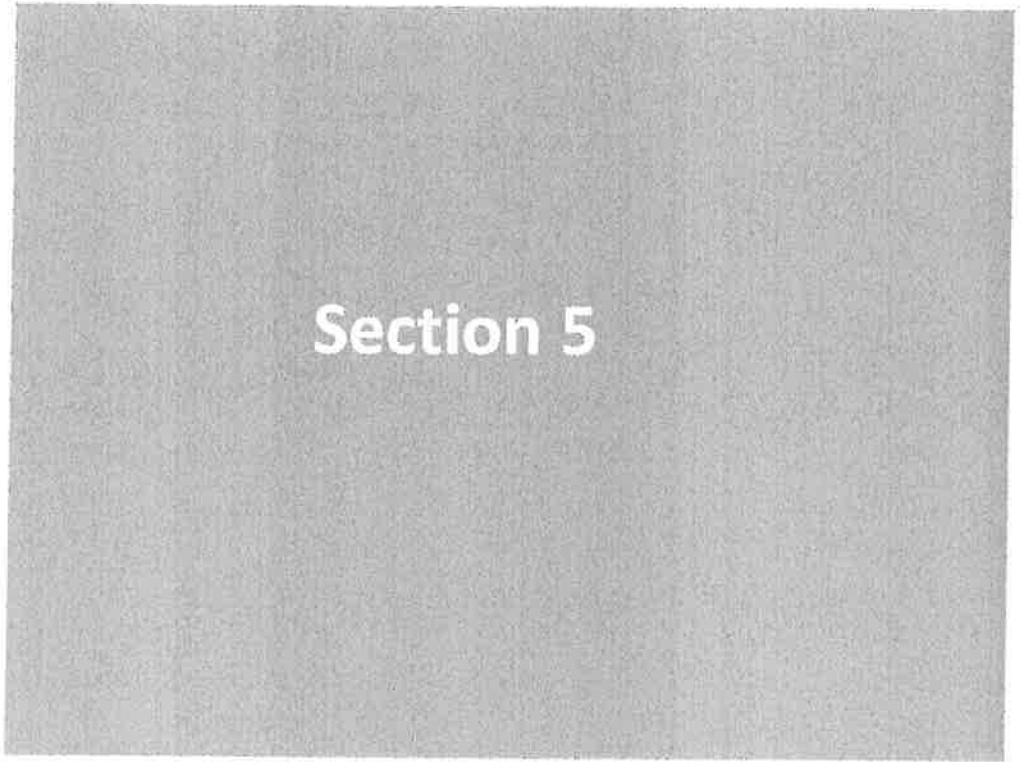


Mitchell Elementary School

Bridgewater, MA

Feasibility study for the renovation/addition or new construction of an existing elementary school.







Section 5
Certificate of Insurance





CHAHOLDING

CMURPHY

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
2/25/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Ames & Gough 859 Willard Street Suite 320 Quincy, MA 02169	CONTACT NAME:		
	PHONE (A/C, No, Ext):	(617) 328-6555	FAX (A/C, No): (617) 328-6888
	E-MAIL ADDRESS:	boston@amesgough.com	
INSURED Clough Harbour & Associates, LLP 575 Broadway Albany, NY 12207	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A : Continental Casualty Company (CNA) A, XV		20443
	INSURER B : LM Insurance Corporation		33600
	INSURER C : Continental Insurance Company A(XV)		35289
	INSURER D : The First Liberty Insurance Corporation		33588
	INSURER E : New Hampshire Insurance Company		23841
	INSURER F :		

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR			6014087067	8/1/2019	8/1/2020	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/OP AGG \$ 2,000,000
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			AS5-Z11-260446-019	8/1/2019	8/1/2020	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			6014087053	8/1/2019	8/1/2020	EACH OCCURRENCE \$ 15,000,000 AGGREGATE \$ 15,000,000
D	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in N/A) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	WC6-Z11-260446-029	8/1/2019	8/1/2020	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
E	<input checked="" type="checkbox"/> Professional Liab			002910563	8/1/2019	8/1/2020	Per Claim 6,000,000
E				002910563	8/1/2019	8/1/2020	Aggregate 10,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
If AI box is checked, GL Endorsement Form #CNA75079XX, Auto AI #CA20481013 to the extent provided therein applies and all coverages are in accordance with the policy terms and conditions.

Evidence of Insurance

CERTIFICATE HOLDER For Proposal Only	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE <i>Michael Healy</i>

ACORD 25 (2016/03)

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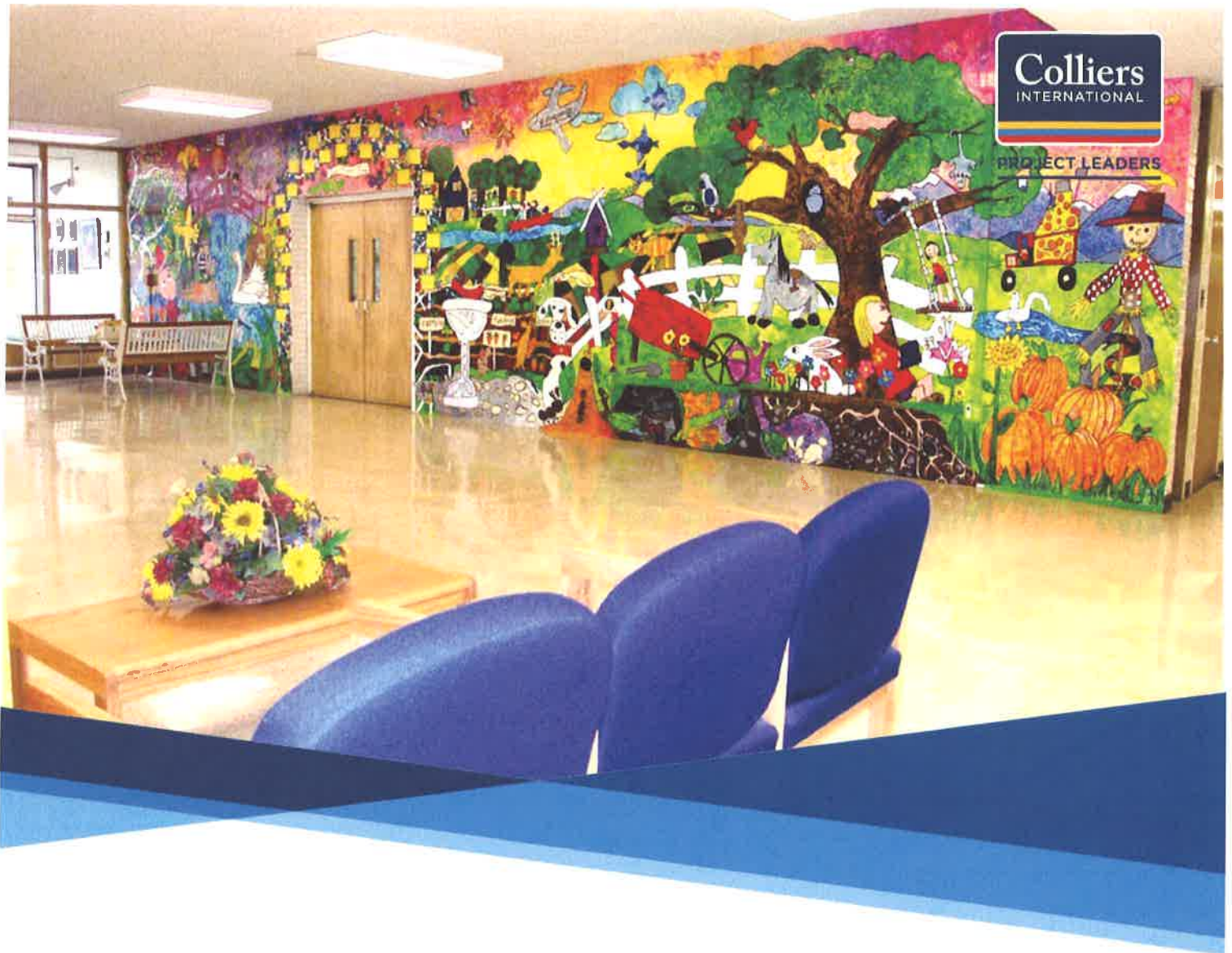
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Rocky Hill, CT 06067-1861
Office: (860) 257-4557 | Fax: (860) 257-7514
www.chacompanies.com





Newington Public Schools

Preparing The Next Generation Of World Leaders

Anna Reynolds Elementary School

PROPOSAL TO PROVIDE OWNER'S PROJECT REPRESENTATIVE SERVICES

RFP No. 1, 2019-1920

March 27, 2020

PREPARED BY:
Charles E. Warrington, Jr., PE
Director, Project Management Services
Colliers Project Leaders

PREPARED FOR:
Dr. Maureen L. Brummett
Superintendent of Schools
Newington Public Schools

TABLE
OF
CONTENTS

TABLE OF CONTENTS

- I. Letter of Transmittal
- II. Executive Summary
- III. Firm's Information
- IV. Experience of the Firm
- V. Proposed Project Team
- VI. Project Approach
- VII. References
- VIII. Insurance
- IX. Legal Proceedings
- X. Fee Proposal
- XI. Closing Statement



Secret

1

March 26, 2020

Dr. Maureen L. Brummett
Superintendent of Schools
Newington Public Schools
131 Cedar Street
Newington, CT 06111

**Subject: Proposal to Provide Owner's Project Representative Services
for Anna Reynolds Elementary School Project
RFP No. 1, 2019-1920**

Dear Dr. Brummett and Newington Board of Education:

We are pleased to submit our proposal to provide owner's project representative services for the proposed "Renovate-as-New" project at Anna Reynolds Elementary School.

Colliers Project Leaders has operated for more than two decades with a fairly simple mission in mind – **to be the premier provider of owner's project representative services**. We strongly believe that our exclusive focus on this mission means that all of our resources, training, and our vast experience with the Office of School Construction Grants & Review process can greatly assist the Newington Public Schools and Public Building Committee with the renovation of the Anna Reynolds Elementary School Project.

We have firmly established ourselves among Connecticut school districts and the Office of School Construction Grants & Review (OSCG&R) as a leading provider of comprehensive owner's project representative services and exceed the desired qualifications outlined in your Request for Proposals.

For over 20 years, Colliers has served as the owner's project representative for multiple public K-12 construction, renovation and modernization projects, many high-performance building projects, and has been instrumental in strategizing and directing several new and renovation projects on the site of an occupied school.

In addition, we have assisted several communities with the all-important **Feasibility/Pre-referendum Phase Services** and have gone on to successfully manage and implement voter approved projects. We recently provided these services in South Windsor as they evaluated the feasibility options for Pleasant Valley Elementary School.

The following are some of our representative public school building projects where we have served, or are currently serving, in the role of owner's project representative. Listed in **blue** are projects for which Colliers facilitated the procurement of "Renovation" status via administrative approval by OSCG&R or through Notwithstanding Legislation:

- › **Stonington's School Modernization Project – Extension/Renovation**
- › **Regional School District 14 Nonnewaug High School – Extension/Renovation**
- › **East Hampton High School – Extension/Renovation**
- › Branford's Francis Walsh Intermediate School – Extension/Alteration
- › North Haven Middle School – Extension/Alteration
- › Windham High School – Extension/Alteration
- › Fairfield's Riverfield, Holland Hill, Mill Hill, and Roger Sherman Elementary Schools – Extension/Alteration

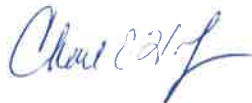
- › New London's Bennie Dover Jackson Middle School – Extension/Alteration/Magnet
- › South Windsor's Orchard Hill, Eli Terry & Philip R. Smith Elementary Schools – New Construction
- › Rocky Hill's Moser School – New Construction
- › Mansfield's New Elementary School – New Construction (Net Zero)
- › CREC's Anna Grace Academy of the Arts – New Construction
- › New Fairfield's New High School and Meeting House Hill School – New Construction and Extension/Alteration
- › Achievement First's Amistad High School – New Construction

Based upon our understanding of the project, our depth of knowledge in the State of Connecticut Grant Process and our overall expertise in the Connecticut K-12 sector, we are confident in our ability to assist the Newington Public Schools in evaluating the Anna Reynolds Elementary School and developing a plan that will meet the outline educational specifications provided in the Request for Proposals.

We look forward to the opportunity to formally present our qualifications, approach and project team to you in person and are excited about the prospect of partnering with you as you embark upon this exciting project.

We hope that this submission meets with your expectations. If you have questions or require additional information, you can contact me at charles.warrington@colliers.com or (860) 395-0055 ext. 202.

Sincerely,



Charles E. Warrington, Jr., PE
Director, Project Management Services

Section

11

EXECUTIVE SUMMARY



COLLIERS PROJECT LEADERS

Colliers Project Leaders has operated for the past two decades with a fairly simple mission in mind – to be ***the premier provider of owner's project representative services in the marketplace***. Our focus upon owner's project representation provides our clients with the assurance that they are receiving services which are at the heart and soul of our firm's existence.

Colliers' Project Management team provides clients with managerial, technical and analytical support for the planning, design, construction, and commissioning of major capital school construction projects. Our work has been guided by a belief that many school districts do not have the internal resources with the time and/or expertise necessary to fully advocate for the needs of their many stakeholders throughout the planning, design, and construction process. With this reality in mind, we provide clients with the needed expertise to supplement their existing capabilities and to help ensure their building initiatives are professionally planned and managed.



**\$7+ BILLION
UNDER MANAGEMENT**



**130+ PROJECT MANAGERS
IN THE NORTHEAST**



**115+ CURRENT PUBLIC
SECTOR PROJECTS**

Our team of seasoned professionals currently includes more than 130 experts of virtually all aspects of building planning, design and construction. Additionally, with over \$7+ Billion in projects currently under management, our team is extremely familiar with the latest trends and issues affecting the design and construction industry.

Section III

FIRM'S INFORMATION



Provided below is information specifically requested in the Newington Public Schools' Request for Request for Proposals.

FIRM'S INFORMATION

History of the Firm

Strategic Building Solutions, LLP was formed on December 3, 1996. On January 13, 2000, Strategic Building Solutions discontinued its use of LLP and registered as Strategic Building Solutions, LLC. On April 20, 2015, Strategic Building Solutions, LLC became part of the Colliers International team and conducted business as Strategic Building Solutions, LLC (dba Colliers International). On June 24, 2019, the company changed its name and now operates as Colliers Project Leaders USA NE, LLC.

Type of Legal Entity

Limited Liability Company

Proof of Incorporation in the State of Connecticut

Colliers Project Leaders was formed in the State of Connecticut on December 3, 1996. Proof of Business Registration can be found at the end of this section.

Officers/Directors/Owners

Jonathan Winikur, Executive Managing Director

Capabilities

Colliers has assembled a multi-disciplined team with the necessary skill sets to support our clients through all aspects of capital projects. Our proposed team is well prepared and available to begin work immediately as may be required. In addition, any member of Colliers' 130+ technical professionals can be made available to assist the proposed project team, as required.

One of the unique attributes of the Colliers' team is our range of in-house capabilities. We are able to bring expertise in all aspects of the project with our team of licensed architects, engineers (mechanical, electrical, plumbing, structural, civil) and construction professionals (former superintendents, project managers, and scheduling experts). In addition, we have a number of LEED accredited professionals and building code officials. Our financial analysts focus on ensuring every dollar expended is accounted for. There is virtually no aspect of a project where we can't turn to an in-house colleague for an answer or a solution to a problem.

Number of Employees

Colliers Project Leaders is comprised of a multi-disciplined team of more than 130 technical professionals.

Office Locations

Colliers Project Leaders maintains offices in Connecticut (Madison and Stamford), Massachusetts (Agawam and Boston), Rhode Island, New York, Washington, DC, and California. Our Corporate Headquarters is located at 135 New Road, Madison, CT 06443.

Office of the Secretary of the State of Connecticut

I, the Connecticut Secretary of the State, and keeper of the seal thereof,
DO HEREBY CERTIFY, that articles of organization for

COLLIERS PROJECT LEADERS USA NE, LLC

a domestic limited liability company, were filed in this office on April 02, 2015.

Articles of amendment for SBS II, LLC, changing its name to STRATEGIC BUILDING SOLUTIONS,
LLC, were filed on April 10, 2015.

Articles of amendment for STRATEGIC BUILDING SOLUTIONS, LLC, changing its name to
COLLIERS PROJECT LEADERS USA NE, LLC, were filed on June 21, 2019.

Articles of dissolution have not been filed, and so far as indicated by the records of this office such
limited liability company is in existence.



Secretary of the State

Date Issued: June 24, 2019

SECRET

IV

EXPERIENCE OF THE FIRM

PUBLIC K-12 EXPERIENCE

Colliers has a well-established reputation for providing owner's project representative services within the educational marketplace and is well-versed in guiding our clients through the complex process of capital construction projects.


As a result of our project experience throughout the Northeast, Colliers has developed a unique perspective and understanding of the very specialized needs of construction projects – allowing us to view the larger issues at hand and to develop strategies and tactics to successfully lead the Newington Public Schools through the process.

For more than 20 years, we have provided owner's project representative services for numerous clients because of our reputation for quality service, client satisfaction, and unique expertise. In fact, we are proud to state that nearly all of our clients have gone on to request additional services.

The table below provides a sampling of our many public K-12 school clients. *In addition, we have provided at the end of this section detailed descriptions that highlight projects of similar nature.*

BY THE NUMBERS

- > **400 +** Education Projects
- > **100 +** Public K-12 School Projects
- > **\$3 Billion** Construction Value of School Projects



PUBLIC K-12 SCHOOL EXPERIENCE		
Clients		
Achievement First	Glastonbury Public Schools	Old Saybrook Public Schools
Assabet Valley School District	Granby Public Schools	Oxford Public Schools
Bloomfield Public Schools	Hartford Public Schools	Regional School District 14
Branford Public Schools	Holyoke Public Schools	Rocky Hill Public Schools
Bridgeport Public Schools	Madison Public Schools	Seymour Public Schools
Bristol County Agricultural SD	Mansfield Public Schools	South Windsor Public Schools
Cape Cod Regional Technical HS	Middletown Public Schools	Southwick-Tolland-Granville RSD
Chatham Central School District	Narragansett Regional SD	Stonington Public Schools
Clinton Public Schools	New Fairfield Public Schools	West Bridgewater Public Schools
East Hampton Public Schools	New Haven Public Schools	West Haven Public Schools
Easthampton Public Schools	New London Public Schools	West Springfield Public Schools
Fairfield Public Schools	Newtown Public Schools	Westbrook Public Schools
Farmington Public Schools	North Adams Public Schools	Weston Public Schools
Fitchburg Public Schools	North Haven Public Schools	Wilton Public Schools
Foxborough Public Schools	Northborough Public Schools	Windham Public Schools
Gardner Public Schools	Norwalk Public Schools	Worcester Public Schools

RENOVATE-AS-NEW PROJECT EXPERIENCE

Listed below is a sampling of our relevant experience as owner's project representative for Renovate-as-New school construction projects in Connecticut.

- › Stonington's School Modernization Project – Extension/Renovation
- › Regional School District 14 Nonnewaug High School – Extension/Renovation
- › East Hampton High School – Extension/Renovation

CONNECTICUT PUBLIC K-12 SCHOOL EXPERIENCE

The following highlights our public K-12 school building experience in Connecticut within the past five years, including project budget for each project. All projects below are currently under budget or were completed within budget.

- › Fairfield's Riverfield Elementary School **\$16.5 Million**
- › Fairfield's Holland Hill Elementary School **\$18.5 Million**
- › Fairfield's Mill Hill Elementary School **\$22 Million**
- › Fairfield's Roger Sherman Elementary School **\$3.2 Million**
- › South Windsor's Orchard Hill Elementary School **\$33.5 Million**
- › South Windsor's Eli Terry Elementary School **\$37.4 Million**
- › South Windsor's Philip R. Smith Elementary School **\$32.5 Million**
- › Stonington's School Modernization Project **\$69 Million**
- › New Fairfield's New High School and Meeting House Hill School **\$113.4 Million**
- › Regional School District 14 Nonnewaug High School **\$63.8 Million**
- › East Hampton High School **\$51.7 Million**
- › North Haven Middle School **\$70 Million**
- › Branford's Francis Walsh Intermediate School **\$88.2 Million**
- › Rocky Hill's Moser School **\$48.3 Million**
- › New London's Bennie Dover Jackson Middle School **\$49.5 Million**
- › Mansfield's New Elementary School **\$39.9 Million**
- › Windham High School **\$112 Million**
- › CREC's Ana Grace Academy of the Arts **\$108 Million**
- › Achievement First's Amistad High School **\$35 Million**



TOWN OF STONINGTON

SCHOOL MODERNIZATION PROJECT

STONINGTON, CT

COMPLETION

Fall 2019

PROJECT BUDGET

\$69 Million

SERVICES PROVIDED

Project Management

ARCHITECT

DRA Architects

CONTRACTOR

Gilbane Building Company

www.cplusa.com

CLIENT CONTACT

June Strunk

First Selectman

860 535 5050

PROJECT OVERVIEW

Colliers has been engaged to provide project management services for the Town of Stonington's School Modernization Project.

The School Modernization Project includes renovations to three of the district's schools: West Vine Street School and Deans Mill School, which are both new addition and renovate-as-new projects, and Pawcatuck Middle School, which involves the replacement of the roof.

The project at West Vine Street School includes complete renovation of the original 1967 structure and construction of a new addition(s) for classrooms and common spaces including a library and gymnasium.

The project at Deans Mill School includes complete renovation of the original 1967 structure, demolition of the 1973 addition and construction of a new addition(s) for classrooms and common spaces including a library and gymnasium.

SERVICES PROVIDED

Colliers provided project management and coordination of the design and bidding phases as well as provided regular inspections and coordination of activities throughout construction, the management of all finances related to the project, and the closeout of the project. All work was completed during non-school hours including summer vacations and regularly scheduled holiday periods.





REGIONAL SCHOOL DISTRICT 14

NONNEWAUG HIGH SCHOOL

WOODBURY, CT

COMPLETION

Spring 2020

PROJECT SIZE

159,827 gsf

PROJECT BUDGET

\$63.8 Million

SERVICES PROVIDED

Project Management

ARCHITECT

The S/L/A/M Collaborative

CONTRACTOR

O&G Industries, Inc.

www.cplusa.com

CLIENT CONTACT

Anna Cutaia-Leonard

Superintendent of Schools

203 263 4339

John Chapman

Building Committee Member

203 395 6347

PROJECT OVERVIEW

Colliers has been engaged to provide project management services for the addition and renovate-as-new alterations for the Nonnewaug High School.

Nonnewaug High School houses approximately 750 students in grades 9 - 12 from the towns of Woodbury and Bethlehem. The high school is also home to the Ellis Clark Regional Agriscience and Technology Program that includes 200 students from surrounding towns, as well as those in the region, who opt for an agricultural and vocational high school experience.

The project includes programmatic improvements to areas including Liberal Arts, Visual & Performing Arts, STEM and Athletic areas as well as the creation of flexible classroom spaces for project-based, collaborative learning.

Also included are operational improvements such as energy-efficient HVAC, electrical, and plumbing systems, as well as upgraded safety and security features and improved traffic flow that all meet ADA compliance and codes.

SERVICES PROVIDED

As project manager, Colliers will be the owner's representative for the entire school construction project. Colliers will provide consultation services and advice by working closely with Region 14's architects/engineer, construction manager, Board of Education staff, relevant Town and State offices and officials, and the community at large on every aspect of the school project.

Colliers will also be responsible for reviewing and overseeing schedules for design and construction, project budgets, and cash flow projections. Colliers will oversee and coordinate detailed cost estimating and any required reconciliation between estimates and budgets.

During construction, Colliers will monitor and report on the contract manager, contractor, and subcontractor for compliance with all local, state, and federal requirements. Colliers will also coordinate the completion and construction phase closeout of all projects.





EAST HAMPTON PUBLIC SCHOOLS HIGH SCHOOL

EAST HAMPTON, CT

PROJECT OVERVIEW

Colliers provided project management services for the additions and renovate-as-new project at the East Hampton High School.

This multi-phase project furnished dynamic space for 21st century learning within an existing single-story high school, while also meeting current life-safety and accessibility codes, providing appropriate levels of security, and improving building energy efficiency, indoor air quality, and acoustics.

The building includes approximately 93,000 gsf of academic, student and community space renovation and an addition of approximately 28,000 gsf. The addition consists of a new science wing, a lecture hall, and expanded cafeteria and gymnasium areas. The renovation includes abatement of hazardous materials, complete new building systems, and reconfiguration of the interior to create a more efficient and effective use of space.

SERVICES PROVIDED

As owner's project manager, Colliers managed and provided oversight of the construction phase including conducting weekly site visits during construction, assisting in the coordination & smooth transition of the school operations process, and facilitating problem solving & communication among the project team. In addition, Colliers reviewed and provided comments & recommendations to the CM baseline and progress schedule submittals, provided detailed reviews of CM and architect requests for change orders, and reviewed & approved monthly CM and architect applications for progress payments.

COMPLETION

Summer 2017

PROJECT SIZE

121,000 gsf

PROJECT BUDGET

\$51.7 Million

SERVICES PROVIDED

Project Management

ARCHITECT

The S/L/A/M Collaborative

CONTRACTOR

Downes Construction
Company, LLC

www.cplusa.com

CLIENT CONTACT

Paul Smith

Superintendent

860 365 4000



TOWN OF FAIRFIELD

MULTIPLE PROJECTS

FAIRFIELD, CT

SERVICES PROVIDED

Project Management

www.cplusa.com

PROJECT OVERVIEW

Colliers has been engaged to provide project management services for the renovation, expansion, and construction of several schools in Fairfield, CT. Projects include:

- › **Holland Hill Elementary School:** Temporary expansion and proposed renovation / addition. The scope of work includes installing temporary portable classrooms, construction of a 17,000 square foot addition, and renovations to the existing 42,732 square feet.
- › **Mill Hill Elementary School:** Renovation and addition project, which will eliminate five portables currently in use, add 21 classrooms as well as dedicated space for special education, and expand the size of core areas (library media center, and the cafeteria).
- › **Riverfield Elementary School:** Design and construction of additions and renovations, which included demolition of the modular classrooms, renovation of the existing structure, and increasing the size of the current building by approximately 15,400 gsf

› **Roger Sherman Elementary School:**

Third phase of renovations and additions, which will include installation of air conditioning, fire sprinklers and new lockers, and improvements to the student drop off and pick up area.

SERVICES PROVIDED

As owner's project manager, Colliers will provide comprehensive project management services and work under the auspices of the building committee and coordinate a project team consisting of the architect, construction manager-at-risk or general contractor, various independent consultants, representatives from the Fairfield Public School District, and various Town departments.





SOUTH WINDSOR PUBLIC SCHOOLS

SCHOOL MODERNIZATION PROJECT

SOUTH WINDSOR, CT

COMPLETION

Phase I – September 2017

Phase II – Summer 2020

PROJECT SIZE

Phase I – 75,600 gsf

Phase II – 125,000 gsf

PROJECT BUDGET

Phase I – \$33.5 Million

Phase II – \$69.9 Million

SERVICES PROVIDED

Project Management

ARCHITECT

Phase I – DRA Architects

Phase II – Moser Pilon
Nelson Architects

CONTRACTOR

Gilbane Building Company

www.cplusa.com

CLIENT CONTACT

Dr. Kate Carter

Superintendent of Schools

860 291 1205

PROJECT OVERVIEW

Colliers has been engaged to provide project management services for the South Windsor Schools' School Modernization Project as part of the district's multi-phased 10-Year Master Plan.

Phase I included the construction of a new PK-5 elementary school, which occurred on site while the original building remained standing and was completed in 2017. Once the new Orchard Hill Elementary School opened, the former building was converted for use as "swing space" for Philip R. Smith that will be constructed in Phase II.

Phase II is the construction of two new buildings to replace the Philip R. Smith and Eli Terry Elementary Schools, which will accommodate grades K-5. The students and staff of Eli Terry will remain in their original building during construction. Once the new building is complete, the original Eli Terry will be demolished and replaced with playground and athletic fields. The occupants of Phillip R. Smith will relocate to the former Orchard Hill facility during construction of their new school.

SERVICES PROVIDED

As project manager, Colliers analyzed constructability, advised the Town on project delivery systems and forms of contracts, served as a single point of contact between contractors and designers, represented the Town at key meetings, monitored the project schedule and budget, audited quality assurance/quality control procedures, assisted in evaluating contractor payment requests, provided monthly reporting, and facilitated issue resolution.

In addition, Colliers continued to provide all project management services throughout the Phase I Orchard Hill Elementary School project, including turnover, closeout, commissioning, and State audit compliance.

Colliers also provided project management services during the pre-referendum phase for Phase II including budget and schedule development, consultant coordination, educational specification coordination, and due diligence. In addition, Colliers was part of the project team to educate the community on the technical details of the project. Colliers presented the project to the various Town Boards as well as numerous Town Public Information Sessions.





TOWN OF MANSFIELD

NEW ELEMENTARY SCHOOL

MANSFIELD, CT

COMPLETION

June 2023

PROJECT SIZE

170,000 – 190,000 gsf

PROJECT BUDGET

\$39.9 Million

SERVICES PROVIDED

Project Management

ARCHITECT

TSKP Studio

CONTRACTOR

TBD

www.cplusa.com

CLIENT CONTACT

Kelly M. Lyman

Superintendent

860 429 3350

PROJECT OVERVIEW

Colliers has been engaged to provide project management services for the construction of the Mansfield Elementary School.

The New Elementary School is to be located on a new site within the Town. The projected enrollment of the new school is to be approximately 588 students and the proposed grade configuration will be Pre-K through 4th Grade.

SERVICES PROVIDED

As project manager, Colliers will be the owner's representative for the entire school construction project, including turnover, closeout, and commissioning.

Colliers' responsibilities include, but are not limited to:

- › Analyzing constructability
- › Advising the Town of Mansfield on project delivery systems and forms of contracts
- › Serving as a single point of contact between contractors and designers
- › Representing the Town at key meetings
- › Monitoring the project schedule and budget
- › Auditing quality assurance/quality control procedures
- › Assisting in evaluating contractor payment requests
- › Providing monthly reporting
- › Facilitating issue resolution





TOWN OF ROCKY HILL

MOSER SCHOOL

ROCKY HILL, CT

COMPLETION

September 2019

PROJECT SIZE

82,000 gsf

PROJECT BUDGET

\$48.3 Million

SERVICES PROVIDED

Project Management

ARCHITECT

Kaestle Boos Associates

CONTRACTOR

Newfield Construction

www.cplusa.com

CLIENT CONTACT

John Mehr

Town Manager

860 258 2720

PROJECT OVERVIEW

Colliers served as owner's project manager for the Town of Rocky Hill's New \$48.3 million, 82,000 gsf intermediate school. The school supports more than 580 students in grades 4 and 5.

The new school was built on the site of the former Moser School, which was demolished prior to construction of the new school.

The project scope included 26 classrooms, six of which are large science laboratory classrooms outfitted for general studies and STEM learning, a full-sized gymnasium, cafeteria, and media center. In addition, the complex site included redesigned athletic fields for baseball, softball, soccer and lacrosse for use by the school and the community.

SERVICES PROVIDED

Colliers served as the Owner's Project Manager for every aspect of the project including planning, project development, design, project management, estimating, construction, commissioning, and close-out.

Colliers worked closely with the CT State Division of Construction Services Office of School Facilities, members of the Intermediate School Building Committee, and all appropriate Town and Board of Education staff on all aspects of the project including the grant acquisition process, reimbursement applications, and management process.





TOWN OF BRANFORD

FRANCIS WALSH INTERMEDIATE SCHOOL

BRANFORD, CT

COMPLETION

August 2020

PROJECT SIZE

169,000 gsf

PROJECT BUDGET

\$88.2 Million

SERVICES PROVIDED

Project Management

Commissioning

ARCHITECT

Antinozzi Associates

CONTRACTOR

Fusco Corporation

www.cplusa.com

CLIENT CONTACT

Hamlet Hernandez

Superintendent

203 488 7276

PROJECT OVERVIEW

Colliers has been engaged to provide project management services for the renovate-as-new and construction of a new academic addition to the Francis Walsh Intermediate School. The school was originally constructed in 1970 and is approximately 191,000 gsf.

The proposed alteration and extension of the school will be subdivided into a commons building (existing) and an academic building (new). The commons building, consisting of approximately 53,000 gsf of renovated and repurposed existing space, will contain the school's administration offices, school nurse's office, the school-based health suite, and shared athletic facilities including the natatorium and auditorium.

The new academic building, comprised of the new three-story 116,000 gsf addition, will consist of shared classrooms, art classrooms, a family consumer science classroom, and specialized instructional spaces for special education. The addition's first floor will also incorporate the cafeteria, kitchen, and service space for the technology workshop and storage.

Construction of the school will be phased and remain in operation throughout the construction process.

SERVICES PROVIDED

Colliers' responsibilities as owner's project manager will include:

- › Analyzing constructability
- › Advising the Town of project delivery systems and forms of contracts
- › Managing the State grant process
- › Serving as a single point of contact between contractors and designers
- › Representing the Town at key meetings
- › Monitoring the project schedule and budget
- › Auditing quality assurance/quality control procedures
- › Assisting in evaluating contractor payment requests
- › Providing monthly reporting
- › Facilitating issue resolution





CITY OF NEW LONDON

BENNIE DOVER JACKSON MIDDLE SCHOOL

NEW LONDON, CT

COMPLETION

August 2024

PROJECT SIZE

126,000 gsf

PROJECT BUDGET

\$49.5 Million

SERVICES PROVIDED

Project Management

ARCHITECT

Perkins Eastman

CONTRACTOR

TBD

www.cplusa.com

CLIENT CONTACT

Kate H. McCoy

Executive Director for
Strategic Planning,
Government and Media
Relations

860 271 4005

PROJECT OVERVIEW

Colliers was engaged to provide project management services for the renovation and expansion of the Bennie Dover Jackson Middle School to create 21 century educational facilities.

The campus will be designed to house Grades 6 through 8 of the STEM Middle School and the International Education with Dual Language Middle School with a projected student enrollment of 750 students.

The project will embrace a responsible environmental stewardship and as such be designed and constructed for energy efficiency and ease of maintenance, using sustainable materials and systems where possible, as required by the State of Connecticut High Performance Building Standards.

SERVICES PROVIDED

As project manager, Colliers' responsibilities include, but are not limited to:

- › Lead the City of New London through all phases of the OSCG&R Process
- › Review and oversee project budgets, schedules, and cash flow projections
- › Oversee and coordinate cost estimating and any required reconciliation between estimates and budgets
- › Provide oversight for efficient and comprehensive communications and tracking of critical project elements
- › Assist in the monitoring and reporting on contract manager, contractor, and subcontractor compliance with all local, state and federal requirements
- › Attend and, where required, represent the City of New London at all project meetings
- › Coordinate with the Commissioning Agent in conducting inspections and testing to determine conformance with design documents
- › Assist with State of Connecticut High Performance Building Certification Process





TOWN OF NORTH HAVEN

NORTH HAVEN MIDDLE SCHOOL

NORTH HAVEN, CT

COMPLETION

August 2017

PROJECT SIZE

146,000 gsf

PROJECT BUDGET

\$70 Million

SERVICES PROVIDED

Project Management

ARCHITECT

Perkins Eastman

CONTRACTOR

Gilbane Building Company

www.cplusa.com

CLIENT CONTACT

Gary Johns

Chairman, School Building
Committee

203 239 5321

Edward Swinkoski, CPA

Director of
Finance/Administration

203 239 5321

PROJECT OVERVIEW

Colliers provided project management services for the North Haven Middle School renovate-as-new and new academic addition project. The North Haven Middle School accommodates 773 students and consists of approximately 90,000 gsf of additions, 56,000 gsf of like new renovations and demolition of approximately 84,000 gsf of existing spaces.

The addition includes academic classrooms, a media center, science and art class-rooms, as well as athletic fields. The renovations included two gyms, a cafeteria, a kitchen, and auditorium spaces as well as the outdoor track. The existing school remained operational during all phases of construction and the project was designed to meet the Connecticut High Performance Building Standards.

SERVICES PROVIDED

Colliers provided comprehensive project management services from the design through construction phases. Colliers worked with the Town, the Board of Education, the Building Committee, the Architect, and the Construction Manager to provide oversight, consultation, and advice in the development, planning, project management, design, estimating, construction, commissioning, and closeout of the project. In addition, Colliers oversaw the Construction Manager and Architect's development of programs, policies and procedures in order to maximize project reimbursement from the State of Connecticut.





NEW FAIRFIELD PUBLIC SCHOOLS

NEW HIGH SCHOOL AND MEETING HOUSE HILL SCHOOL

NEW FAIRFIELD, CT

COMPLETION

CELA 2022

High School 2023

PROJECT SIZE

CELA 44,000 gsf

High School 143,000 gsf

PROJECT BUDGET

CELA \$29.2 Million

High School \$84.2 Million

SERVICES PROVIDED

Project Management

ARCHITECT

JCJ Architecture

CONTRACTOR

TBD

www.cplusa.com

CLIENT CONTACT

Dr. Richard Sanzo

Director of Business and
Operations

203 312 5770

PROJECT OVERVIEW

Colliers provided pre-referendum support, architectural selection services for the new High School and Meeting House Hill School Project.

The New Fairfield Public Schools passed referendum to build a \$84.2 Million High School on the site of the existing campus and construct a \$29.2 Million addition onto Meeting House Hill School with Colliers engaged to provide project management services.

The project calls for additions to Meeting House Hill School to accommodate the Consolidated Early Learning Academy (CELA) for PreK-1 and for conversion of the existing facility to serve Grades 2 through 5. The new CELA will encompass approximately 44,000 square feet and the high school is planned to be 143,000 square feet of new construction.

SERVICES PROVIDED

As part of our pre-referendum services, Colliers provided project data and counseling to the District for inclusion into materials prepared to support and substantiate the proposed project.

Colliers also assisted the District with the Office of School Construction Grants & Review (OSCG&R) grant application process.

In addition, Colliers worked collaboratively with the district and the permanent building committee to retain professional architectural services through a quality-based selection process.

After referendum, Colliers was engaged to provide comprehensive project management services for the life of the project.





TOWN OF WINDHAM

WINDHAM HIGH SCHOOL

WINDHAM, CT

COMPLETION

TBD

PROJECT SIZE

222,568 gsf

PROJECT BUDGET

\$112 Million

SERVICES PROVIDED

Project Management

ARCHITECT

Friar Architecture

CONTRACTOR

TBD

www.cplusa.com

CLIENT CONTACT

Dawn Thomacos

Director of Facilities

860 465 2335

PROJECT OVERVIEW

Colliers has been engaged to provide project management services for the renovate-as-new project at Windham High School.

The three-story masonry-faced steel building, which has not been renovated since its construction in 1970, will feature a new front façade and secure building entrances. In addition, the multi-phased project will create spaces for Windham's Early Childhood Program as well as the Windham Board of Education's Central Office.

The project will meet Connecticut High Performance Building requirements as well as current life-safety and accessibility codes while providing appropriate levels of security and improving building energy efficiency.

SERVICES PROVIDED

Colliers will provide project management services throughout the Project, including turnover, closeout (including during the warranty period), and State audit compliance.

As project manager, Colliers' responsibilities include, but are not limited to, analyzing constructability, advising the Town on project delivery systems and forms of contracts, serving as a single point of contact between contractors and designers, representing the Town at key meetings, monitoring the project schedule and budget, auditing quality assurance/quality control procedures, assisting in evaluating contractor payment requests, providing monthly reporting, and facilitating issue resolution.





WETHERSFIELD PUBLIC SCHOOLS

ELEMENTARY SCHOOL MASTER PLAN

WETHERSFIELD, CT

COMPLETION

Ongoing

PROJECT SIZE

Multiple Schools

PROJECT BUDGET

\$165 Million

SERVICES PROVIDED

Project Management

Planning

ARCHITECT

N/A

CONTRACTOR

N/A

www.cplusa.com

CLIENT CONTACT

Michael Emmett

Superintendent of Schools

860 571 8110

PROJECT OVERVIEW

Colliers has been engaged to provide project management oversight services to assist Wethersfield Public Schools in the planning of the elementary school modernization program.

Currently the district has five elementary schools: Alfred W. Hanmer, Charles Wright, Emmerson-Williams, Highcrest, and Samuel B. Webb Elementary Schools. All are in a mix of disrepair, some more so than others. Many of the facilities do not meet current codes (ADA, energy), and do not have the latest school security measures in place.

A multi-phase program has been established to address all of the elementary schools and possibly re-district from five to four elementary schools.

SERVICES PROVIDED

Colliers will develop space standard calculations for the various enrollment projections developed by Milone & MacBroom. The space standard calculations will be used to determine the size (in square feet) of the proposed schools. This will allow the project team to evaluate each site with respect to constructability and layout. The space standards will also drive the development of the probable budgets for each option as well as the reimbursement by the state.

Colliers will provide multiple master plan options for the elementary school master plan that will take into consideration phasing, re-districting, available space, transportation, and debt service to the town.

As noted above, Colliers will develop budget ranges for each of the selected options. The budgets will primarily be driven by the space standard calculation (size of schools) and the project schedule (escalation costs). The budgets will have a range of costs for each option. As each option is developed in the future, the budget will be further refined as we perform additional due diligence measures.





MADISON PUBLIC SCHOOLS

CAPITAL IMPROVEMENT PLAN OVERSIGHT

MADISON, CT

COMPLETION

Ongoing

PROJECT SIZE

All BOE Facilities

PROJECT BUDGET

\$100 Million

SERVICES PROVIDED

Project Management

Planning Services

ARCHITECT

N/A

CONTRACTOR

N/A

www.cplusa.com

CLIENT CONTACT

Thomas Scarice

Superintendent of Schools

203 245 6322

PROJECT OVERVIEW

Colliers was engaged to provide project management for the 10-Year Capital Improvement Plan for the Madison Board of Education for long-range planning of maintenance and improvements to the existing school facilities and associated properties. The Plan addresses long term deferred maintenance issues, equipment replacement, re-programming of facilities, and proposed security upgrades.

SERVICES PROVIDED

Colliers' project management services included:

- › Assisting the Madison Board of Education with the compilation of existing engineering studies and conditions assessments to create a 10-Year Capital Improvement Plan
- › Creating a master planning spreadsheet that simplified project inputs to capture hard and soft costs, as well as escalation costs associated with each project
- › Assisting with creating criteria for prioritizing projects within the 10-year plan
- › Assisting the Board of Education with the presentation of the proposed plan to town boards and governing bodies

Colliers is currently assisting the Madison Board of Education with finalizing educational specifications, budgets and schedules for an alternative program to the 10-Year Capital Improvement Plan.





CAPITOL REGION EDUCATION COUNCIL (CREC)

ANA GRACE ACADEMY OF THE ARTS

BLOOMFIELD, CT

COMPLETION

August 2021

PROJECT SIZE

156,800 gsf

PROJECT BUDGET

\$108 Million

SERVICES PROVIDED

Project Management

ARCHITECT

Friar Architecture, Inc.

CONTRACTOR

Bartlett Brainard Eacott, Inc.

www.cplusa.com

CLIENT CONTACT

Steven Longo

Project Manager

860 713 5751

PROJECT OVERVIEW

Colliers was engaged to provide project management services, under contract with the Connecticut Department of Administrative Service (CT DAS), for the new CREC – Ana Grace Academy of the Arts Elementary & Middle School.

The state-of-the-art facility will be a Pre-Kindergarten to eighth-grade school that will combine two current CREC schools – CREC Ana Grace Academy of the Arts Elementary School and CREC Greater Hartford Academy of the Arts Middle School.

The new building will be located on a 29-acre site and will accommodate 876 students. The bus loop will be lined with painted steel walkway canopies with photovoltaic panels, which will also serve as a roof covering. The East portion of the site will host a grass playfield, while the West portion will host playscapes, adjacent to the elementary school program.

Plans also include middle school science labs, magnet-themed classrooms, and a combined lobby and art gallery space, which will surround a Black Box Theater for student performances.

SERVICES PROVIDED

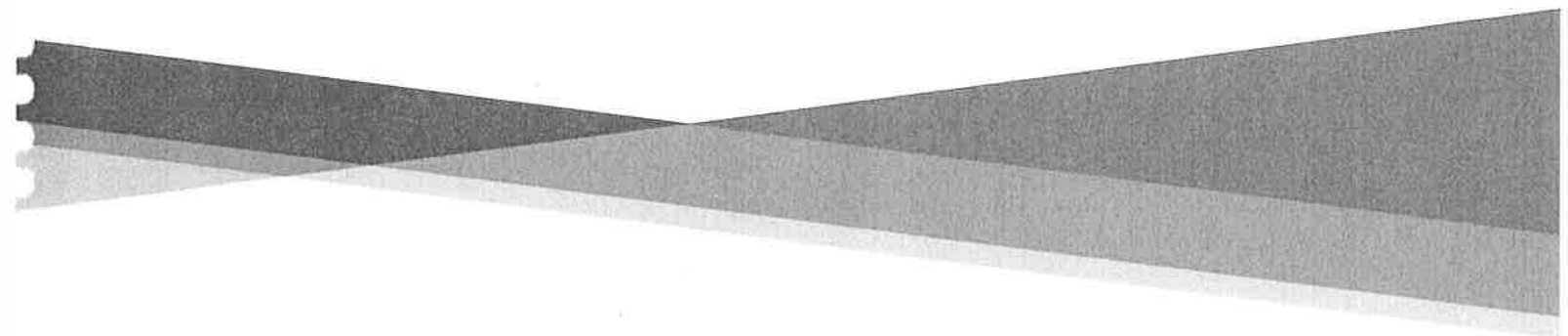
Colliers will provide project management services during the construction phase for new building construction of the CREC – Ana Grace Academy of the Arts Elementary & Middle School.

As project manager, Colliers' responsibilities include, but are not limited to:

- › Review the initial construction schedule
- › Inspect all work of the Construction Manager at Risk (CMR), subcontractors, and any additional service providers
- › Attend project meetings as well as review and comment on meeting minutes
- › Prepare and provide to the CT DAS, CREC, and the Architect/Engineer monthly progress reports
- › Review, keep a log of, and monitor all the approval processes for the requests for change orders
- › Monitor and update the construction budget on a weekly basis
- › Review as-built drawings
- › Identify potential problems, evaluate the conditions involved, and coordinate to prevent or minimize problems

SECRET

✓



PROPOSED PROJECT TEAM

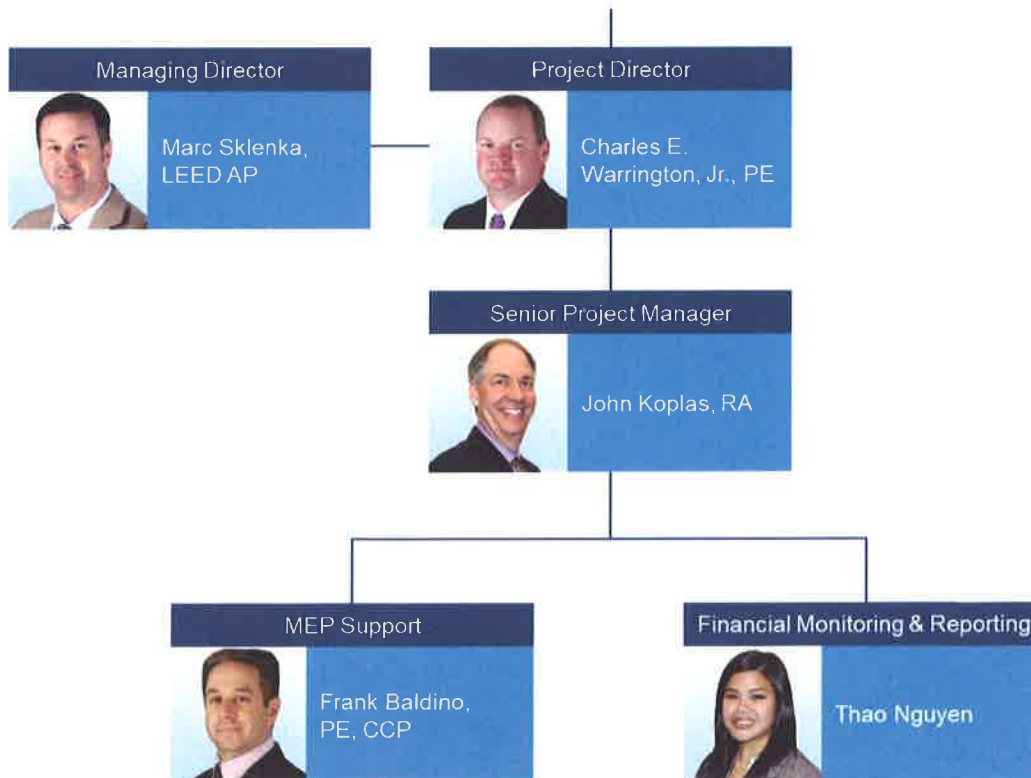
Colliers is confident that we are uniquely qualified to deliver the necessary owner's project representative services for the Anna Reynolds Elementary School. We firmly believe you will be hard pressed to find another team with the local experience matched with the depth of talent and resources that Colliers is proposing for your project.

Colliers is committed to serving the Newington Public Schools with a team approach that allows the strengths of our individuals to complement each other and provide a superior level of service. Marc Sklenka, Managing Director, will provide senior level oversight and technical leadership. Charles "Chuck" Warrington, Project Director, will serve as the lead for our services and ensure that the District is well served. Chuck will be supported by a team of experts with the necessary skills to make the project successful. The organization chart below illustrates the key members who will be involved and provide support throughout the project.



Newington Public Schools

Preparing The Next Generation Of World Leaders



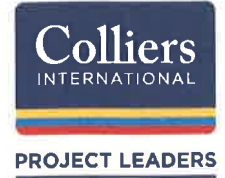
Resumes detailing the key personnel's educational background and experience can be found on the following pages.



Marc Sklenka

LEED AP, MCPPO

MANAGING DIRECTOR



marc.sklenka@colliers.com

EDUCATION AND QUALIFICATIONS

Bachelor of Science
Architectural Engineering –
Wentworth Institute of
Technology

AFFILIATIONS AND MEMBERSHIPS

LEED Accredited
Professional (LEED AP)

Massachusetts Certified
Public Purchasing Official
Program (MCPPO)

Contract Document
Specialist

Construction Management
Certificate

Member, Construction
Specifications Institute

YEARS OF EXPERIENCE

26 years

YEARS WITH FIRM

18 years

Colliers Project Leaders

135 New Road
Madison, CT 06443

www.cplusa.com

AREA OF EXPERTISE

Mr. Sklenka has more than 25 years of experience in providing project management services within the construction and renovation industry. Marc has developed a diverse background in such areas as architectural design, construction administration, document coordination, contract development and negotiations, materials testing and inspections, owner's representation and project management. As one of Colliers' LEED Accredited Professionals, Marc brings both LEED and non-LEED registered projects alike, the principles, integrity and financial common sense of the sustainable approach to the construction process. In his role as Managing Director, Marc is responsible for providing overall service delivery quality control and management for projects on behalf of both public/private institutions throughout the Northeast.

RELEVANT EXPERIENCE

Town of Fairfield – Holland Hill Elementary School – Fairfield, CT

Project management services for the \$18.5 Million temporary expansion and proposed renovation / addition to the 42,732 gsf Holland Hill Elementary School.

Town of Fairfield – Riverfield Elementary School – Fairfield, CT

Project management services during the multi-phased \$17 Million renovation and new additions to the existing elementary school that accommodates approximately 500 students.

Town of Mansfield – New Elementary School – Mansfield, CT

Project management services for the construction of the \$39.9 Million Mansfield Elementary School. The New Elementary School is to be located on a new site within the Town. The projected enrollment of the new school is to be approximately 588 students and the proposed grade configuration will be Pre-K through 4th Grade.

South Windsor Public Schools – Orchard Hill Elementary School – South Windsor, CT

Project management services for the new 75,600 gsf Orchard Hill Elementary School which includes the construction of a new Pre-K facility that serves 564 students.

Town of Rocky Hill – Moser School – Rocky Hill, CT

Project management services for the Moser School, a 79,000 gsf intermediate school with a construction budget of \$48.3 Million.

Town of Windham – Windham High School – Windham, CT

Project management services for the renovate-as-new project at Windham High School. The three-story masonry-faced steel building will feature a new front façade and secure building entrances. In addition, the multi-phased project will create spaces for Windham's Early Childhood Program as well as the Windham Board of Education's Central Office. The project will meet Connecticut High Performance Building requirements.

Town of Branford – Francis Walsh Intermediate School – Branford, CT

Project management services for the \$88.2 Million renovate-as-new and construction of a new academic addition to the 191,000 gsf Francis Walsh Intermediate School.





Charles E. Warrington, Jr. PE, MCPPO

DIRECTOR



charles.warrington@colliers.com

EDUCATION AND QUALIFICATIONS

Bachelor of Science Civil Engineering – Worcester Polytechnic Institute

AFFILIATIONS AND MEMBERSHIPS

Licensed Professional Engineer (CT)

Massachusetts Certified Public Purchasing Official Program (MCPPO)

YEARS OF EXPERIENCE

25 years

YEARS WITH FIRM

6 years

Colliers Project Leaders

135 New Road
Madison, CT 06443

www.cplusa.com

AREA OF EXPERTISE

Mr. Warrington is a professional civil engineer with more than 25 years of experience in the construction industry. As a member of the Colliers Project Leaders team, Chuck lends the benefit of his extensive facility knowledge and experience towards the provision of comprehensive project management services. Chuck's previous responsibilities include serving as construction administrator and liaison with general contractors in the field, oversight and inspection of construction, coordination with testing agencies, review of schedules, RFI's, change order proposals and submittals, and review of consultant designs and specifications.

RELEVANT EXPERIENCE

East Hampton Public Schools – High School – East Hampton, CT

Project management services for the additions and renovate-as-new project which included additions for a science wing on the east side and gymnasium of the west side of the building as well as renovations to the fitness center, locker rooms and the learning center.

Town of Stonington – School Modernization Project – Stonington, CT

Project management services for the School Modernization Project which includes renovations to three of the district's schools: West Vine Elementary School, Deans Mill Elementary School, and Pawtucket Middle School. The West Vine Elementary School and Deans Mill Elementary School are both new addition and renovate-as-new projects. The Pawtucket Middle School project involves the replacement of the roof.

New Fairfield Public Schools – High School & Meeting House Hill School – New Fairfield, CT

Project management services during the pre-referendum and architectural selection phases for the new High School and Consolidated Schools Project. The New Fairfield Public Schools passed referendum to build a \$84.2 Million High School on the site of the existing campus and construct a \$29.2 Million addition onto Meeting House Hill School with Colliers engaged to provide project management services for the life of the project.

South Windsor Public Schools – School Modernization Project – South Windsor, CT

Project management services for the South Windsor's School Modernization Project as part of the district's multi-phased 10-Year Master Plan. Projects include:

- › Orchard Hill Elementary School – New \$33.5 Million, 75,600 gsf Orchard Hill Elementary School. The Orchard Hill Elementary School project includes the construction of a new Pre-K facility that will serve 564 students.
- › Eli Terry Elementary School – New 63,750 gsf school constructed on the existing site while the school remain in operation. New school will house grades K-5 and be designed for a 437 student enrollment.
- › Philip R. Smith Elementary School – New school for grades K-5 for 390 students encompassing 55,660 gsf.

Town of Fairfield – Multiple Projects – Fairfield, CT

Project management services for multiple projects on behalf of the Town of Fairfield including Holland Hill, Mill Hill, Riverfield, and Roger Sherman Elementary Schools.





John Koplas RA

SENIOR PROJECT MANAGER



john.koplas@colliers.com

EDUCATION AND QUALIFICATIONS

Bachelor of Architecture –
University of Notre Dame

AFFILIATIONS AND MEMBERSHIPS

Registered Architect (CT)

YEARS OF EXPERIENCE

30 years

YEARS WITH FIRM

Less than 1 year

Colliers Project Leaders

135 New Road
Madison, CT 06443

www.cplusa.com

AREA OF EXPERTISE

Mr. Koplas is a licensed Architect with 30 years of project management experience, with extensive expertise in managing complex, phased projects within occupied facilities, as well as overseeing various multimillion-dollar projects concurrently. Prior to joining Colliers, John served as an internal Senior Project Administrator for a hospitality and gaming organization where he managed a team of Project Managers as well as various new and renovation projects for gaming, retail, dining, and hotel components within the 9 Million gsf complex. In his role as Senior Project Manager, John will manage projects for public and private clients with focus on contractor and consultant coordination, design assistance, contracts, scheduling and invoicing, and overall budget oversight.

RELEVANT EXPERIENCE

New Fairfield Public Schools – High School & Meeting House Hill School – New Fairfield, CT
Project management services during the pre-referendum and architectural selection phases for the new High School and Consolidated Schools Project. The New Fairfield Public Schools passed referendum to build a \$84.2 Million High School on the site of the existing campus and construct a \$29.2 Million addition onto Meeting House Hill School with Colliers engaged to provide project management services for the life of the project.

Town of Windham – Windham High School – Windham, CT
Project management services for the renovate-as-new project at Windham High School. The three-story masonry-faced steel building will feature a new front façade and secure building entrances. In addition, the multi-phased project will create spaces for Windham's Early Childhood Program as well as the Windham Board of Education's Central Office. The project will meet Connecticut High Performance Building requirements.

Wolcott Public Schools – Capital Improvement Plan – Wolcott, CT
Pre-referendum project management services to assist the Wolcott Public Schools to develop a comprehensive master plan for transforming its facilities into modern learning environments.

Regional School District #4 – Chester Elementary School – Chester, CT
Project management services for the \$3 Million school renovations and addition. The scope of work included an entire new wing for the expanding school, as well as interior renovations to the existing classrooms and various site work modifications to the school parking lot and perimeter.

Middlesex Cardiology Associates – Office Renovations – Middletown, CT
Project management services for the \$1.5 Million phased renovations to the medical office waiting area treatment rooms, including updated wiring, mechanical systems, and all new finishes.

Newtown Savings Bank – Additions and Renovations – Newtown, CT
Project management services for the \$4.5 Million addition and renovation to the bank's original main branch.





Frank Baldino PE, CCP

DIRECTOR



frank.baldino@colliers.com

EDUCATION AND QUALIFICATIONS

Bachelor of Science Civil Engineering / Construction Management – Central Connecticut State University

Associates Degree Mechanical Engineering – Hartford State Technical College

AFFILIATIONS AND MEMBERSHIPS

Licensed Professional Engineer (CT)

Certified Commissioning Professional (CCP)

YEARS OF EXPERIENCE

26 years

YEARS WITH FIRM

13 years

Colliers Project Leaders

135 New Road
Madison, CT 06443

www.cplusa.com

AREA OF EXPERTISE

Mr. Baldino is a professional mechanical engineer with more than 25 years of experience in mechanical design and commissioning. Frank's focus has been the coordination, design, and specification of HVAC, plumbing and fire protection systems. Frank is experienced with all phases of the commissioning process and, in his role as Director of Commissioning & Energy Services, provides direct oversight for a variety of projects on behalf of public/private institutions, primary education and higher education clients, large scale commercial mixed-use facilities, and healthcare facilities throughout the Northeast. Frank brings an operational focus to design reviews, construction field inspections, performance testing, mechanical system optimization, and operator training.

RELEVANT EXPERIENCE

Town of Branford – Francis Walsh Intermediate School – Branford, CT

Commissioning services for the renovate-as-new and construction of a new academic addition to a 191,000 gsf open style school, characterized by classrooms with no walls, open space, and emphasis on community, sharing, and character. The Town is seeking to address several underlining structural and programmatic issues that have plagued the students and faculty.

Town of Clinton – Morgan High School – Clinton, CT

Commissioning services during the design and construction of the new high school which includes three-stories encompassing 135,000 gsf. It is a cost-effective, energy efficient building that is more suitable for education than the Town's previous high school and includes a gym, an auditorium and industrial art classrooms below grade, with administrative offices and a food court style cafeteria overlooking the gym, classrooms on the third floor including an open science court, and a library serving a variety of functions.

Town of Oxford – Middle School – Oxford, CT

Commissioning services on the New Middle School project, which will house 488 students in grades 6 - 8. The new, three level, 81,984 gsf building will include large science laboratory classrooms, an engineering tech classroom, a full-sized gymnasium and a cafeteria.

Town of Seymour – Chatfield-LoPresti Elementary School – Seymour, CT

Commissioning services relative to the oversight and coordination of the mechanical system installations as well as the presentation of recommendations to the school board regarding performance of building systems for this \$28 Million, 88,728 gsf renovation and expansion project. The project featured replacement of the existing heating and ventilation systems and included within its budget approximately \$1.25 Million for alternative energy systems to support geothermal wells.

Ella T. Grasso Technical High School – Groton, CT

Commissioning services for the new \$134.9 Million, 220,000 gsf technical high school which serves students from 24 towns in Southeastern Connecticut with an annual enrollment of over 500 students.





Thao Nguyen

PROJECT ACCOUNTANT



thao.nguyen@colliers.com

EDUCATION AND QUALIFICATIONS

Bachelor of Arts Accounting
– Emmanuel College

AFFILIATIONS AND MEMBERSHIPS

Board of Directors, Edward
Street Child Services

YEARS OF EXPERIENCE

7 years

YEARS WITH FIRM

1 year

Colliers Project Leaders

135 New Road
Madison, CT 06443

www.cplusa.com

AREA OF EXPERTISE

Ms. Nguyen has more than 5 years of financial and business experience. Thao lends the benefit of her strong analytical skills, audit experience, and client management skills to the development, implementation and summary of budgets and expenses for Colliers' client portfolio. In her role as Project Accountant, Thao utilizes her financial acumen to assist Colliers' Project Managers with the financial tracking of their projects and to interact with clients to reconcile the tracking of expenses within their own internal systems.

RELEVANT EXPERIENCE

Regional School District 14 – Nonnewaug High School – Woodbury, CT

Financial, cost estimating and schedule support services for the \$63.8 Million, 159,827 gsf addition and renovate-as-new alterations for the Nonnewaug High School. The project included the reconstruction of the athletic fields, site traffic reconfiguration, phased construction, and fire alarm, sprinkler, HVAC controls, electrical services and emergency generator upgrades to the entire complex.

Town of Stonington – School Modernization Project – Stonington, CT

Financial, cost estimating and schedule support services for the School Modernization Project which included renovations to the district's West Vine Elementary School and Deans Mill Elementary School. The West Vine Elementary School and Deans Mill Elementary School are both new addition and renovate-as-new projects. The Pawtucket Middle School project involves the replacement of the roof.

South Windsor Public Schools – Orchard Hill Elementary School – South Windsor, CT

Financial, cost estimating and schedule support services for the new 75,600 gsf Orchard Hill Elementary School that included the construction of a new Pre-K facility that will serve 564 students.

Town of Branford – Francis Walsh Intermediate School – Branford, CT

Financial, cost estimating and schedule support services for the \$88.2 Million renovate-as-new and construction of a new academic addition to the 191,000 gsf Francis Walsh Intermediate School.

Town of Fairfield – Holland Hill Elementary School – Fairfield, CT

Financial, cost estimating and schedule support services for the \$18.5 Million temporary expansion and proposed renovation / addition to the 42,732 gsf Holland Hill Elementary School.

Town of North Providence – Health and Safety Projects – North Providence, RI

Financial, cost estimating and schedule support for a capital improvements plan intended to address health and safety needs at the following schools: Centredale ES, Greystone ES, Birchwood MS, and North Providence HS. Project included: HVAC updates, fire alarm upgrades, select site improvements, to name a few.



Section

VI

PROJECT APPROACH



Colliers Project Leaders efforts will be led by our proposed Project Director, Charles “Chuck” Warrington, PE. Chuck is a licensed civil engineer in Connecticut who leads the Colliers’ Connecticut Public K-12 division and has extensive expertise and knowledge of the school construction grant process. His understanding of the process to procure “renovation” status as well as the relationship of the project enrollment and space standard requirements as it relates to the renovation status will greatly assist the Newington Public Schools with traversing the complicated and ever-changing process to obtain renovation status (“Renovate-Like-New” status). In addition to being an expert in the Office of School Construction Grants & Review (OSCG&R) process, Chuck’s prior experience consisted of 19-years in the Connecticut public sector.

Assisting Chuck will be John Koplas, Senior Project Manager, who is a registered architect in Connecticut. John will lead the evaluation efforts of the existing conditions of the facility and will be accompanied by Frank Baldino, PE, Director of Commissioning & Energy Services. Frank will evaluate the MEP (mechanical, electrical, and plumbing) systems for the building.

GRANT APPLICATION PHASE

Should Colliers be awarded the project, the commencement of services must move swiftly in order to meet the deadlines noted in the RFP. Preparation of the documents required to submit a grant application by June 26, 2020 require immediate action. We will first prepare a detailed milestone schedule outlining required submissions, actions, approvals, and deadlines necessary to successfully submit the grant application. We will then review the schedule with the owner’s team (Superintendent, Board of Education (BOE), and Public Building Committee (PBC)) to confirm that it agrees with the schedule as well as concur with the requirements necessary to submit the Grant Application.

Concurrently with the development of the milestone schedule, the Colliers’ team will conduct site visits of the existing building to assess the deficiencies. Upon assessing the deficiencies, Colliers will prepare an existing condition report of the building for review by the owner team.

Simultaneous with the site visits, we would conduct working group meetings to procure thoughts and ideas from the owner's team to gain a better understanding of its vision for the project. Doing so will allow us to quickly focus on the feasible options for the project. Given the extremely tight schedule to submit the grant application, we feel this should start immediately as well.

Colliers will then prepare the preliminary design concepts as well as developing draft project budgets at the same time to permit swift decision making by the owner's team. Concurrent development of the concepts and draft budgets will be necessary to accommodate the schedule. Through working group meetings, BOE and PBC meetings, Colliers will develop the final proposed project budget based on the approved design concept. Please note that the concepts will be schematic in nature to provide visual imagery of the concepts. Final concepts would be designed by the architect of record and would be subject to changed based on their expertise.

Once the final concept is approved with the proposed total project budget, Colliers will assist the Superintendent and her staff with compilation of the grant application and documents necessary to submit the application through the CORE-CT system. Please note we have experience with this new system. We anticipate that we will be compiling information from the commencement of our services to alleviate gathering just prior to submission.

In addition to the efforts by Colliers above, we would recommend procurement of a hazardous materials consultant to provide preliminary assessment of hazardous materials and possibly a civil/environmental consultant to prepare an SCG-052 site analysis and Phase 1 Environmental Assessment that is required for the Grant Application. Colliers has not included these services in our fee proposal but can assist with such procurement.

REFERENDUM SUPPORT

Colliers will then support the owner's team with preparation of the required referendum documents and support bond council as necessary to prepare the referendum question for the November ballot. We anticipate these efforts to include finalization of the total project budget, preparation of project schedules, cash flow analysis, estimation of state reimbursement, and support for messaging of the project to voters.

If necessary, Colliers will assist with procurement of architectural/engineering services to prepare the concept sketches, renderings, and any additional drawings beyond the conceptual plans developed for the grant application submission.

Sec no 1

VII

REFERENCES

Colliers is pleased to provide the following references for its key team members. The references provided below have experience with both Colliers as a firm and with the proposed project team. Colliers strongly encourages the Newington Public Schools to further explore these references through direct contact to gain a firsthand account of our approach, capabilities, value and integrity.



SOUTH WINDSOR PUBLIC SCHOOLS **MULTIPLE PROJECTS**

Dr. Kate Carter

Superintendent of Schools

(860) 291-1205

superintendent@swindsor.k12.ct.us



FAIRFIELD PUBLIC SCHOOLS **MULTIPLE PROJECTS**

Tom Quinn

Chair, School Building Committee

(609) 805-0180

quinttomceo@aol.com



MADISON PUBLIC SCHOOLS **CAPITAL IMPROVEMENT PLAN**

Thomas Scarice

Superintendent of Schools

(203) 245-6322

scaricet@madison.k12.ct.us

Second

VIII

INSURANCE

Colliers is insured with Liberty Mutual Insurance Company for Commercial General Liability insurance with coverage of \$1,000,000 each occurrence. Professional Liability Insurance is also provided through Liberty Mutual Insurance Company with coverage of \$1,000,000.

Sample insurance certificates are provided on the following pages.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
12/11/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER 1-416-619-8000 HUB International Ontario Limited 595 Bay Street, Suite 900 Toronto, ON M5G 2E3		CONTACT NAME: Vanessa Chapin PHONE (A/C, No, Ext): _____ FAX (A/C, No): _____ E-MAIL ADDRESS: vanessa.chapin@hubinternational.com	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: Liberty Mutual Insurance Company	
		INSURER B: _____	
		INSURER C: _____	
		INSURER D: _____	
		INSURER E: _____	
		INSURER F: _____	
INSURED Colliers Project Leaders USA NE, LLC 135 New Road Madison, CT 06443		NAIC # 	

COVERAGES	CERTIFICATE NUMBER: 57939190	REVISION NUMBER:
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THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER: _____			GLTOABEC5R019	12/01/19	12/01/20	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 1,000,000
							MED EXP (Any one person)	\$ 10,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMP/OP AGG	\$ 1,000,000
								\$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident)	\$
BODILY INJURY (Per person)							\$	
BODILY INJURY (Per accident)							\$	
PROPERTY DAMAGE (Per accident)							\$	
							\$	
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED _____ RETENTION \$ _____						EACH OCCURRENCE	\$
AGGREGATE							\$	
							\$	\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE	OTH-ER
E.L. EACH ACCIDENT							\$	
E.L. DISEASE - EA EMPLOYEE							\$	
E.L. DISEASE - POLICY LIMIT							\$	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Certificate for Informational Purposes Only

CERTIFICATE HOLDER	CANCELLATION
To Whom it May Concern * *, CT ***** <p style="text-align: center;">USA</p>	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
12/11/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER HUB International Ontario Limited 595 Bay Street, Suite 900 Toronto, ON M5G 2E3	1-416-619-8000	CONTACT NAME: Vanessa Chapin
		PHONE (A/C, No, Ext): 416-619-8000 FAX (A/C, No): 416-619-8001
		E-MAIL ADDRESS: vanessa.chapin@hubinternational.com
		INSURER(S) AFFORDING COVERAGE
		INSURER A: Liberty Mutual Insurance Company
		INSURER B:
		INSURER C:
		INSURER D:
		INSURER E:
		INSURER F:

COVERAGES CERTIFICATE NUMBER: 57938540 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liability			PLVAABP3RJ002	12/01/19	12/01/20	Primary Layer USD 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER

CANCELLATION

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Client#: 323593

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DATE (MM/DD/YYYY)

12/13/2019

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PRODUCER USI Insurance Services NW CL 601 Union Street, Suite 1000 Seattle, WA 98101	CONTACT NAME: Bailey Hestir		
	PHONE (A/C, No, Ext): 206-441-6300	FAX (A/C, No): 610-362-8530	
	E-MAIL ADDRESS: bailey.hestir@usi.com		
INSURED Colliers Project Leaders USA NE, LLC 135 New Road Madison, CT 06443-0000	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A : Ohio Casualty Insurance Company		24074
	INSURER B : Liberty Insurance Corporation		42404
	INSURER C :		
	INSURER D :		
	INSURER E :		
INSURER F :			

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:					EACH OCCURRENCE	\$
						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$
						MED EXP (Any one person)	\$
						PERSONAL & ADV INJURY	\$
						GENERAL AGGREGATE	\$
						PRODUCTS - COMP/OP AGG	\$
							\$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident)	\$
						BODILY INJURY (Per person)	\$
						BODILY INJURY (Per accident)	\$
						PROPERTY DAMAGE (Per accident)	\$
							\$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED <input type="checkbox"/> RETENTION \$		EUO57158491 Excess Employers Liability	01/01/2019	01/01/2020	EACH OCCURRENCE	\$2,000,000
						AGGREGATE	\$2,000,000
							\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	WA769D461915019 WC7691461915029 WA/OH Stop Gap Included	01/01/2019	01/01/2020	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER	
						E.L. EACH ACCIDENT	\$1,000,000
						E.L. DISEASE - EA EMPLOYEE	\$1,000,000
						E.L. DISEASE - POLICY LIMIT	\$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

All policies include an endorsement providing that 30 days notice of cancellation for reasons other than non payment of premium and 10 days notice of cancellation for non payment of premium will be given to the Certificate Holder by the Insurance Carrier.

CERTIFICATE HOLDER

CANCELLATION

Evidence of Insurance

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Section

IX

LEGAL PROCEEDINGS

As a global full-service commercial real estate services firm, Colliers has had the type and scope of litigation of similarly situated global full-service commercial real estate providers. In addition, there have been no material legal or financial actions taken against the company or any of its officers/principals in the past five years.

SECTION

X

FEE PROPOSAL

Colliers Project Leaders proposes to provide the scope of services as outlined in the Request for Proposals for the lump sum fee of \$76,533. This lump sum fee assumes commencement of services in April 2020 and completion on November 10, 2020. Per the RFP requirements, we propose to invoice for our services at the monthly rate of \$10,933 per month for seven months, April 2020 through October 2020.

As an alternative proposal, Colliers Project Leaders is willing to provide our services on an hourly basis with a not-to-exceed amount of \$76,533. Services would be billed on a monthly basis with supporting hourly usage for each personnel utilizing the rates below. Such rates include all reimbursable amounts as noted in the RFP.

HOURLY RATES	
Category	Hourly Rate
Charles E. Warrington, Jr., PE – Director	\$200
John Koplas, RA – Senior Project Manager	\$150
Frank Baldino, PE, CCP – Director, MEP Support	\$200
Thao Nguyen – Financial Analyst	\$115

SECTION

XI

CLOSING STATEMENT

At Colliers, the quality and depth of experience of our team and their proven approach to owner's project representation combine to set us apart from our competition. Provided below are some of the key differentiators on why Colliers is the ideal owner's project representative for the Anna Reynolds Elementary School Project.



- Extensive Connecticut Public School Experience
- Educational Project Experience in Excess of 400 Projects
- Management Systems with Dramatic Project & Life Cycle Cost Savings
- In-House Financial, Schedule, and Quality Assurance Services
- Multi-Disciplined Technical Capability
- Mechanical, Electrical and Plumbing Systems Expertise



EXTENSIVE CONNECTICUT PUBLIC SCHOOL EXPERIENCE

Colliers has long established itself as a known provider of premier owner's project representative services in the State of Connecticut and we have extensive experience working with the **Office of School Construction Grants & Review**. Our owner's project representative experience includes multiple public K-12 construction, renovation and modernization projects, many high-performance building projects, and several new and/or addition/renovation projects on the site of an occupied school.

In addition, we have assisted several communities with the all-important **Feasibility/Pre-referendum Phase Services** and have gone on to successfully manage and implement voter approved projects. We recently provided these services in South Windsor as they evaluated the feasibility options for Pleasant Valley Elementary School.



EDUCATIONAL PROJECT EXPERIENCE IN EXCESS OF 400 PROJECTS

With over **400 education projects and a total value in excess of \$3 Billion**, Colliers has a well-established reputation for providing owner's project representative services within the education marketplace and is well-versed in guiding school leaders and building committees through the complex process of school construction projects. As a result of our project experience throughout the Northeast, Colliers has developed a unique perspective and understanding of the very specialized needs of public school construction – allowing us to view the larger issues at hand and to develop strategies and tactics to successfully lead the Newington Public Schools through the process.



MANAGEMENT SYSTEMS WITH DRAMATIC PROJECT & LIFE CYCLE COST SAVINGS

Complete financial control of any project is perhaps the most fundamental determinant of its eventual success or failure. Establishing financial control becomes particularly complicated when balancing the issues of upfront project cost with design and construction decisions that will have a long-term impact on life cycle costs. Throughout the life of a project, we utilize a sophisticated set of complex management, technical, and analytical systems.

Colliers has developed a robust financial management system for budgeting, tracking, and anticipating all project related expenditures in the most thorough and accurate manner possible, greatly reducing the possibility of unwanted financial surprises. Throughout the programming and the design phases, our estimate reconciliation process and value engineering techniques help ensure that the project is designed to a realistic budget. Our bid phase management techniques help to keep the initial construction contract within budget. Our technical design reviews and our change order review process reduce unwanted change order costs during the construction phase and help the District receive fair pricing for those change orders that are legitimate. Our commissioning process creates ongoing energy and operational savings that last long after project completion.

Colliers has built our reputation on providing dramatic and pervasive savings throughout a project, always exceeding the cost of service.



IN-HOUSE FINANCIAL, SCHEDULE, AND QUALITY ASSURANCE SERVICES

Colliers is committed to ensuring that our owner's project representative services include the capability to support the Newington Public Schools with financial, scheduling, and quality assurance expertise. We will make available, in-house staff well-seasoned within these areas, to assist Colliers' proposed project team throughout the duration of the project, as required.



MULTI-DISCIPLINED TECHNICAL CAPABILITY

Colliers has assembled a multi-disciplined team with the necessary skill sets and training to support our clients through all aspects of capital projects. Our team includes experienced professionals with backgrounds in architecture, mechanical & electrical engineering, construction, financial management, facilities planning, and physical plant operations. Our team's depth in these technical areas allows us to draw on their experience at various stages of a project. The value of this balance comes across in the quality Colliers is able to deliver from planning and cost analysis to construction and ultimately occupancy.



MECHANICAL, ELECTRICAL AND PLUMBING SYSTEMS EXPERTISE

As a firm committed to providing comprehensive owner's project representative services for over two decades, we have always recognized the clear link between a building's mechanical and electrical systems and the success of a project. We have assembled a team of experienced engineers, controls technicians, and facilities operators to ensure that our services are provided by a group of multi-disciplined professionals with the necessary backgrounds required to optimize building performance and to maximize energy savings.



CONSTRUCTION SOLUTIONS GROUP

EXCELLENCE IN OWNER'S REPRESENTATION, PROGRAM MANAGEMENT AND CONSTRUCTION ADMINISTRATION



Proposal

RFP No. 1, 2019-20

COPY 3 OF 3

Owner's Project Representative
Renovate as New
Anna Reynolds Elementary School

SUBMITTED BY

Construction Solutions Group, LLC
1137 Main Street
East Hartford, CT 06108

DATE

March 27, 2020

Table of Contents

SECTION 1	Letter of Transmittal
SECTION 2	Executive Summary
SECTION 3	Experience of the Firm
SECTION 4	Proposed Fees



SECTION 1

Letter of Transmittal



CONSTRUCTION SOLUTIONS GROUP

Maureen L. Brummett
Superintendent of Schools
Newington Public Schools
131 Cedar Street
Newington, CT 06111

March 13, 2020

**RE: Request for Proposals - RFP No. 1, 2019-20
Renovate as New - Anna Reynolds Elementary School**

Dear Ms. Brummett and Members of the Anna Reynolds Project Building Committee,

Public school construction projects, regardless of size, scope and complexity, need to be managed judiciously and in a fiscally responsible manner. As your designated Owner's Project Manager, it would be our utmost duty to ensure that the Town of Newington's best interests are served throughout the course of this project - and that your budget, schedule and overall objectives and expectations are exceeded while administering the proposed construction of the Renovate as New project at Anna Reynolds Elementary School.

CSG is exclusively focused on delivering excellence in owner's representation. Unlike other firms that offer this as one in a list of many diverse service offerings, this type of work is CSG's sole focus. Owner's project management demands a different skillset, and we have prepared our submittal carefully to demonstrate our technical competence in this regard. CSG has the expertise that our clients have come to rely on. Our staff brings actual, hands-on experience to the table, having worked directly for prominent design and construction management firms, where we gained invaluable experience planning, designing and implementing the concurrent construction of large, complex projects and programs - including several Renovate as New projects.

As demonstrated in our response, you will find our team to be characterized by a rich history of working on a portfolio comprised entirely of owner's representation, project management and construction administration work for public schools throughout Connecticut. We have assigned strong professionals to lead this project, selected for their experience managing projects of a similar nature as well as their availability to immediately commit to this project.

Collaboration, communication, and engagement with all team members and stakeholders is crucial to a successful referendum and effective project management. We will strive to be the uniting force, ensuring all team members are focused on a common goal. We will seamlessly integrate with the key personnel assigned to this important Town project and together, we will be successful.

Please contact me at (203) 203-1281 or by email at chrisc@csgroup-llc.com with questions, requests for additional information, or further clarifications regarding this submittal. Thank you for your consideration.

Sincerely,

Christopher P. Cykley, Vice President
Construction Solutions Group, LLC



SECTION 2

Executive Summary



Enfield High School · Enfield, CT

Executive Summary

CSG has assembled an exceptional team with the experience and qualifications to guide the Superintendent of Schools, Board of Education and Anna Reynolds Project Building Committee through a successful referendum, and to provide the expertise and oversight for the design and construction services required to complete this Renovate as New project.

Our staff have served as owner's project representative on assignments that share the same defining characteristics as the Anna Reynolds Elementary School project, completed for public school districts throughout Connecticut. Our team brings recent, relevant experience on three (3) Renovate as New projects including Enfield High School, John F. Kennedy Middle School and Jefferson Elementary School. These projects are discussed in further detail in Section 3 our submittal.

We have identified the following staff in the following roles for this project:

Christopher Cykley will serve as Principal-in-Charge. He will be involved throughout the course of the project to provide pre-referendum, grant application and overall public school construction expertise, as well as to ensure client satisfaction and delivery of required services.

Mark Garilli will serve as Pre-Referendum Specialist. He will be involved during the Grant Application and Pre-Referendum Phase (Phase 1) of the project, assisting with the preparation of the grant application and the development of a successful referendum package and conceptual estimate.



Kathyann Cowles will serve as Project Executive. She will be involved throughout the course of the project and will serve as the Town of Newington's primary point of contact. During Phase 1, she will lead the feasibility study and develop the conceptual design with a team of professionals who possess conceptual design expertise in the programming and planning of schools, building envelope and interior renovations, as well as traffic/site design, and MEP/FP building systems. She will ensure that all of the elements of the educational specifications are included and that the conceptual design package will meet the requirements of local, state and federal guidelines. During the Design and Construction Phase (Phase 2) of the project, she will work closely with the selected architectural firm and will provide support as required during construction.

Tom Hardin will serve as Cost Estimator. He works on virtually all CSG projects and is well versed in current trends, evaluating conceptual building materials and systems costs. Tom will work closely with Kathy and the other members of the team to develop an accurate and sustainable project cost estimate.

Jonathan Gombotz will serve as Project Manager. He will be involved throughout the course of construction and will interface directly with the construction manager to ensure that all activities in the field are progressing on schedule, in accordance with overall objectives and most importantly - in a safe manner.

These individuals have the capacity to deliver the required services in support of the timeline proposed in the RFP for this project. We have sufficiency staffing for our on-going and projected workload and do not anticipate any issues with the availability or capacity of the team members we are proposing for this work.

A Unique Perspective

CSG has a unique perspective on public school construction, with both firm principals as well as the majority of our team members bringing hands-on experience working together for a regional education service center, operating as the in-house construction division responsible for the concurrent management of major, multi-year school construction programs for the Capitol Region Education Council, the Town of Bloomfield, and Goodwin College.

This experience is further supplemented by CSG's current role as program manager for the City of Norwalk, where we are actively administering a five-year school construction program currently totaling over \$400 million in new construction, facility additions/renovations and various programmatic upgrades at schools throughout the district.

For the vast majority of the aforementioned projects, our team provided a complete range of owner's project management services, including feasibility studies/site selection, conceptual design development and cost estimates, educational specifications, grant applications, procurement of professional services, design and construction oversight, budget and schedule management and close-out services.



Farmington High School · Farmington, CT

Strong Understanding of Public Referendum Process

CSG has relevant experience with the referendum process, described as follows, and can offer suggestions as to how it should be approached for this project.

Following an unsuccessful referendum attempt in 2018 for the John F. Kennedy Middle School in Enfield, CSG was contracted to review the educational specifications, review the program and provide the Town technical and tactical support to approach another referendum. The original concept was over-designed, coming in at a cost that was too high and too close to the previous referendum cost associated with Enfield High School. CSG, in particular, Principal-in-Charge Christopher Cykley, worked with the district to reprogram the building, reduce the design and maximize the site features which ultimately pulled down the total project cost and resulted in a successful referendum.

We are currently on track for approvals with the new Farmington High School project, where the Town hired CSG, specifically Principal-in-Charge Christopher Cykley, Pre-Referendum Specialist Mark Garilli, and Cost Estimator Tom Hardin, to oversee an innovative competitive conceptual design approach with two architectural firms each exploring three unique scenarios (maintain, renovate, new). CSG was selected to spearhead this process, following an unsuccessful, mismanaged referendum a few years prior that presented a hastily-issued total project cost with insufficient details for the public to understand and confidently vote on.

The most important task for CSG during the pre-referendum process is to communicate to the project building committee. There will be various issues with the options presented affecting the Town, Board of Education and the Town's reimbursement. CSG will effectively evaluate and provide recommendations on the decisions that need to be made.



Should a Political Action Committee (PAC) be formed, we would work with that organization in communicating our past experiences regarding which tactic have worked, and which have been unsuccessful. While each community is different, we have found that more input typically spawns more ideas.

We are committed to providing the information that the public requires to arrive at a clear understanding of the project and make an informed decision while voting.

A Proven Approach

The key components of our proven approach to owner's representation for public school construction projects, which we will apply for the Anna Reynolds Elementary School project, are summarized herein.

Phase 1:

Grant Application and Pre-Referendum Services

Our team will be responsible for conducting a feasibility study and developing conceptual building and site designs that are consistent with the educational specifications and Office of School Construction Grants & Review (OSCG&R) regulations.

There are many different constituents and points of view to consider in the conceptual phase of any project.

Defining the complete scope, thorough program, workable phasing plan, and accurate cost estimate is paramount for a successful referendum process.

Aligning the conceptual documents with user needs, Town expectations and federal guidelines via a thorough evaluation and costing process is a crucial step in ensuring that the project will meet all expectations and can meet the referendum process without falter.

Our team has an extensive experience working on establishing parameters and measuring a variety of solutions to find the best, most economical options that deliver the greatest value to the overall project. Our team of professionals from diverse design, estimating, communications and construction backgrounds will work in tandem to assure that the best possible outcome is achieved, and to ensure a smooth transition into the design and construction process when the A/E team is selected.

Educational Specifications (working with the Town to modify as needed)

Whereas all schools are unique due to their specific sites and particular visions, and given all that is occurring in today's society, the CSG team will work with the Town to assure that broader educational trends, security concerns and other impacts that will determine how schools of the future and specifically how this one should be responsive to these issues.



CSG has been developing educational specifications for over ten years on a multitude of schools throughout the State of Connecticut. We are keenly aware of the relationship of space, program and funding and can guide your committee to refine the current specifications for Anna Reynolds Elementary School.

A successful school construction project begins with sound educational specifications, as they form the basis of design and programmatic goals. The educational specifications are also important with regards to cost estimating and state reimbursement. If ambiguous, valuable area to benefit the educational program could potentially be wasted.

Furthermore, it is important to understand that all of the area utilized for the school program should avoid exceeding the State's space standards. This is critical because the state reduces the District's share of reimbursement proportionately. Understanding the enrollment projections, educational program and construction "best practices" is the best way to maximize the funding and to achieve the exceptional results.

CSG's experience in authoring educational specifications will be extremely relevant and applicable in managing the preliminary stages of design. It is important at this stage to ensure that all design is prepared in conjunction with Town approvals, State reimbursement requirements and school educational specifications.

Conceptual Cost Estimating

CSG will develop a comprehensive cost estimate in concert with the development of, and aligned to, the conceptual design for Anna Reynolds School. We will evaluate building materials and systems to determine those that offer the best value to the Town and the project. Our team of design and construction conceptual planners will work in tandem with Cost Estimator Tom Hardin to ensure that we are providing a true estimate of probable cost based on actual verification.

In our experience, there are two major reasons for a conceptual design and cost estimate to fail after going to referendum, either:

- the cost is based upon previous projects, using rule of thumb estimating, rather than actual takeoff and analysis
- the conceptual planning is based upon theory rather than actual planning, or upon programs, materials and systems that do not ultimately meet the budget

Our approach is different in that it engages independent, seasoned design and construction professionals who are likely to be objective and collaborative in creating a design and budget that responds directly to project needs. The estimate will ultimately be submitted in UNIFORMAT II format as required by the State.



Grant Application

CSG will begin the SCG-049 Grant Application process working closely with the Board of Education. CSG would take the lead in compiling the information required from the Town departments while keeping the project building committee abreast of the status. In conjunction with the BOE, we will work together to electronically access the State's website in order to expedite the completion of forms and documents. We would continue this process throughout the project, especially with regard to the progress payments.

Schedule

The following is our understanding of the schedule which we are prepared to meet, without exception:

- | | |
|---|-----------|
| • Preliminary Inspections - Set Up Drawings | April 30 |
| • Develop Preliminary Design Concepts
Develop MEP Narrative, Site/Parking Diagrams | May 25 |
| • Preliminary Plan Revisions | June 5 |
| • Preliminary Cost Estimate | June 15 |
| • Revised Cost Estimate | June 22 |
| • Supporting Grant Documentation
Prepare Architectural Rendering | June 22 |
| • Prepare and Submit Grant Application | June 26 |
| • Continued Design Concept Refinements | August 21 |
| • Final Package Including Renderings | August 30 |

Phase 2:
Design, Construction and Closeout Phase

Design/Construction Documents

Throughout the Schematic Design, Design Development and Construction Document phases, Kathy will oversee the Design team selected by the Town to prepare design and construction drawings and specifications to ensure they are sufficiently detailed and properly coordinated to minimize bidder Requests for Information (RFI's) and future change orders. It is our recommendation that CSG, the Architect and Construction Manager (CM) meet every two weeks during this phase to review the construction documents and confirm that the design is progressing on schedule and within budget.

We will also review cost estimates prepared by the CM for each phase and assist with any required reconciliation between the estimate and the budget by providing value engineering options, identifying constructability issues and suggesting bid alternates should bid prices exceed expectations. CSG will provide all parties a comprehensive report of our findings for each of the three design phases.



CONSTRUCTION
SOLUTIONS GROUP



Oxford Middle School · Oxford, CT

During this phase of the project, CSG will closely monitor adherence to owner goals and standards. We will ensure compliance with the State High Performance Building Standards (HPB) and incorporation of LEED design elements as well as safety and security in accordance with the Safety and Security Infrastructure Council (SSIC) guidelines. Our team has been managing school projects since the HPB and SSIC standards were implemented in Connecticut. CSG brings recent, relevant experience on two LEED Gold-certified projects included in this submittal – the Charter Oak International Academy in West Hartford (LEED Gold certified), and the New Lebanon Elementary School in Greenwich (LEED Gold certification targeted).

Construction

Our staff have extensive experience working directly for construction management and general contractors which gives CSG unique perspective in the management of schedules, change orders and budgets. We have managed projects for these firms in the past and recognize what's important to them; our employees, specifically Project Manager Jonathan Gombotz as well as Principal-in-Charge Christopher Cykley, have hands-on experience and insight into the methodology of construction management that other owner's representation/project management firms simply do not have.

Project Close Out

CSG understands the importance of closing out the project as thoroughly and expeditiously as possible, as the State of Connecticut will withhold the release of the last 11% of project funding to the Town until the State audit has been completed. We believe that Project Close-Out begins on the first day of construction; as such, we diligently maintain proper records of the documents required of a close-out process in both electronic and hard copy formats to ensure a smooth process when the State audit occurs in the future.



SECTION 3

Experience of the Firm



Norwalk High School · Norwalk, CT · Rendering: JCI Architecture

Company Profile

Established in 2014, CSG is a strategic collaboration of professionals providing a level of expertise garnered from their collective years in the construction industry that is incomparable to our competitors.

Our staff serve as an extension of yours – working with your best interests in mind throughout all phases of project planning, design and construction. CSG maintains offices in Connecticut and Rhode Island, working throughout southern New England on a wide range of project types in the public and private K-12, higher education, senior living, and commercial markets.

CSG is structured as a Limited Liability Company with two primary owners and registered as a Small Business Enterprise (SBE) by the State of Connecticut Department of Administrative Services. Our ownership structure is illustrated on the following page.

Areas of Expertise:

Project Funding
Grant Application Preparation
Educational Specifications
Feasibility Studies / Master Plans
Site Acquisition Assistance
Pre-Referendum Support
Communications Support
Procurement Services
Contract Negotiations
Project Schedule Development
Oversight of Design Process

Regulatory Approvals
Value Engineering
Bidding Oversight
On-Site Construction Monitoring
Clerk-of-the-Works Services
Budget Reporting
Change Order Review and Negotiation
CM/GC Payment Application Review
FF&E/Move Management Services
Audit Oversight
Project Close Out



James Giuliano, MCPPO
President, Officer of Firm



Christopher Cykley, MCPPO
Vice President, Officer of Firm

Business Operations



Roger LaFleur
Chief Operating Officer



Mark Garilli
Project Executive

Accounting & Finance
Human Resources
Marketing & Communications
Business Development

Project Management



Kathy Cowles
Project Executive



Karen DePersia
Senior Project Manager



Marnie Liska
Senior Project Manager



Jonathan Gombotz
Project Manager



David Crowell
Project Manager



Michael Faenza
Project Manager



Jason LaFleur, MCPPO, Building Official
Assistant Project Manager

Cost Estimating
Scheduling
Procurement



Relevant Experience

Public school construction in Connecticut is CSG's core focus. We have compiled a team of experienced professionals who possess a unique combination of direct project planning, design and construction experience and have a deep understanding of the State of Connecticut Office of School Construction Grants & Review (OSCG&R) processes and procedures. Our team has the expertise and technical competence in the following fundamental areas that will be required to successfully oversee this project:

- Feasibility Studies
- Conceptual Design Development
- Cost Estimating
- Educational Specification Development
- SCG-049 Grant Application
- Architect/Construction Manager Procurement
- Budget Development
- Schedule Management
- Site Acquisition
- Design Management
- Construction Oversight
- SCG-046 Progress Payments
- Close-Out

We have summarized our team experience on the following pages, selecting Renovate as New, addition/renovation and new construction projects that highlight our experience providing design and construction oversight and close out services.

We have specifically summarized our team experience in the following core areas: feasibility studies, conceptual design development, conceptual cost estimating, and educational specification and grant application development. in the in the following core areas. Projects marked with an asterisk indicate personal experience of CSG staff gained during previous positions at architectural firms and working for a regional education service center.

Feasibility Studies and Conceptual Design Development

- Westport Public Schools, Westport, CT
- Edna Stevens Elementary School, Cromwell, CT
- Cromwell Middle School, Cromwell, CT
- Amity Regional School District, Orange, Bethany and Woodbridge, CT*
- Barlow Mountain Elementary School, Ridgefield, CT*

- Charles H. Barrows STEM Academy, Windham, CT*
- W.F. Kaynor Technical High School, Waterbury, CT*
- Harvard H. Ellis Technical High School, Killingly, CT*

Conceptual Cost Estimating

- Farmington High School, Farmington, CT
- John F. Kennedy Middle School, Enfield, CT
- Edna Stevens Elementary School, Cromwell, CT
- Cromwell Middle School, Cromwell, CT
- Ponus Ridge Magnet School, Norwalk, CT
- Jefferson Elementary School, Norwalk, CT
- New Columbus School, Norwalk, CT
- Cranbury Elementary School, Norwalk, CT
- Norwalk Global Academy, Norwalk, CT

Educational Specifications and Grant Application Development

- Washington Elementary School, West Haven, CT
- Ponus Ridge Magnet School, Norwalk, CT
- Jefferson Elementary School, Norwalk, CT
- New Columbus School, Norwalk, CT
- Cranbury Elementary School, Norwalk, CT
- Norwalk High School, Norwalk, CT
- Norwalk Global Academy, Norwalk, CT
- West Haven High School, West Haven, CT*
- Connecticut River Academy, East Hartford, CT*
- Riverside Magnet School (formerly Early Childhood Intradistrict Magnet School), East Hartford, CT*
- Pathways Academy of Technology and Design, East Hartford, CT*
- Connecticut River Academy Manufacturing Program, East Hartford, CT
- Riverside Magnet School Addition (formerly Early Childhood Intradistrict Magnet School), East Hartford, CT
- CREC Civic Leadership High School (formerly CREC Public Safety Academy), Enfield, CT*
- CREC Academy of Science and Innovation (formerly CREC Medical Professions and Teacher Preparation Academy), New Britain, CT*
- Reggio Magnet School of the Arts, Avon, CT*
- International Magnet School for Global Citizenship, South Windsor, CT*



Rendering: TSKP Studio

Farmington High School

Owner's representative for the evaluation of pricing and conceptual design concepts for the high school, to include maintaining the current facility, renovating within the existing footprint, or constructing a new facility at the existing site or alternate location. Following a competitive design process with two architectural firms, the 'build new' option was unanimously approved by Town Council.

Location:

10 Monteith Drive, Farmington, Connecticut

Size:

238,000 SF

Budget:

\$110,000,000

Duration:

On-Going

References:

Town of Farmington

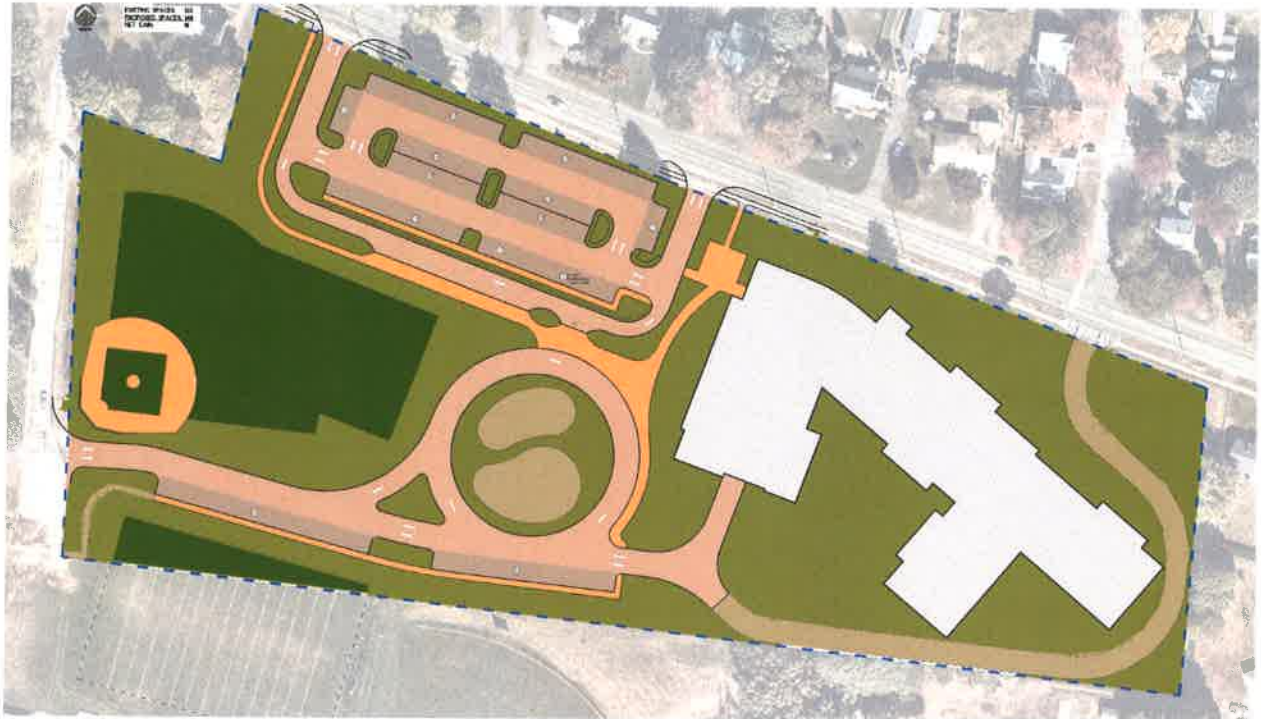
Meg Guerrero, Building Committee Chairman

860-675-2300

TSKP Studio

Ryszard Szczypek

860-547-1970



Site Plan: DRA Architects

Edna Stevens Elementary School

Owner's representative services for oversight of a conditions study being performed by the Board of Education to guide the District in the assessment of Edna C. Stevens Elementary School and Cromwell Middle School to provide a capital replacement plan and options for potential construction projects. Following the architect selection for a feasibility study for both schools in 2016, the projects were put on hold for approximately two years. The Edna C. Stevens Elementary School project was resurrected in 2018, and educational specifications were developed by CSG and approved by the Board of Education. Design options and associated costs are currently being evaluated by Town officials and administration.

Location:

25 Court Street, Cromwell, Connecticut

Size:

64,845 SF (existing)

Budget:

\$40,000,000 (estimated)

Duration:

On-Going

References:

Town of Cromwell
Enza Marci, Superintendent
860-632-4830

DRA Architects
Jim Barrett
860-644-8300



Rendering: JCJ Architecture

John F. Kennedy Middle School

Owner's Representative services for this "Renovate as New" project, consisting of extensive facility and site improvement upgrades, including science labs, technology education and general classroom improvements, locker room and gymnasium expansions/renovations, auditorium and stage expansion, and accessibility and code improvements. Sports field and court improvements will be completed as part of this project, as well updating and removing existing portable classrooms. The school will remain occupied and in operation during construction.

Location:

155 Raffia Road, Enfield, Connecticut

Size:

192,000 SF

Budget:

\$84,373,294

Duration:

On-Going

References:

Town of Enfield
Randy Daigle, Chairman, Building Committee
860-559-0087

JCJ Architecture
Bruce Kellogg
860-247-9226

Gilbane Building Company
Amar Shamas
203-444-1154



Enfield High School

Owner's Representative services for "Renovate as New" project, consisting of 161,234 sf of "as new" renovations to the existing structure with 145,019 sf of new additions. The new school houses both Fermi and Enfield High Schools. Hazardous materials abatement, new site development and parking expansion were undertaken as part of the project. The school remained occupied and in operation during construction.

Location:

1264 Enfield Street, Enfield, Connecticut

Size:

161,234 SF

Budget:

\$103,000,000

Duration:

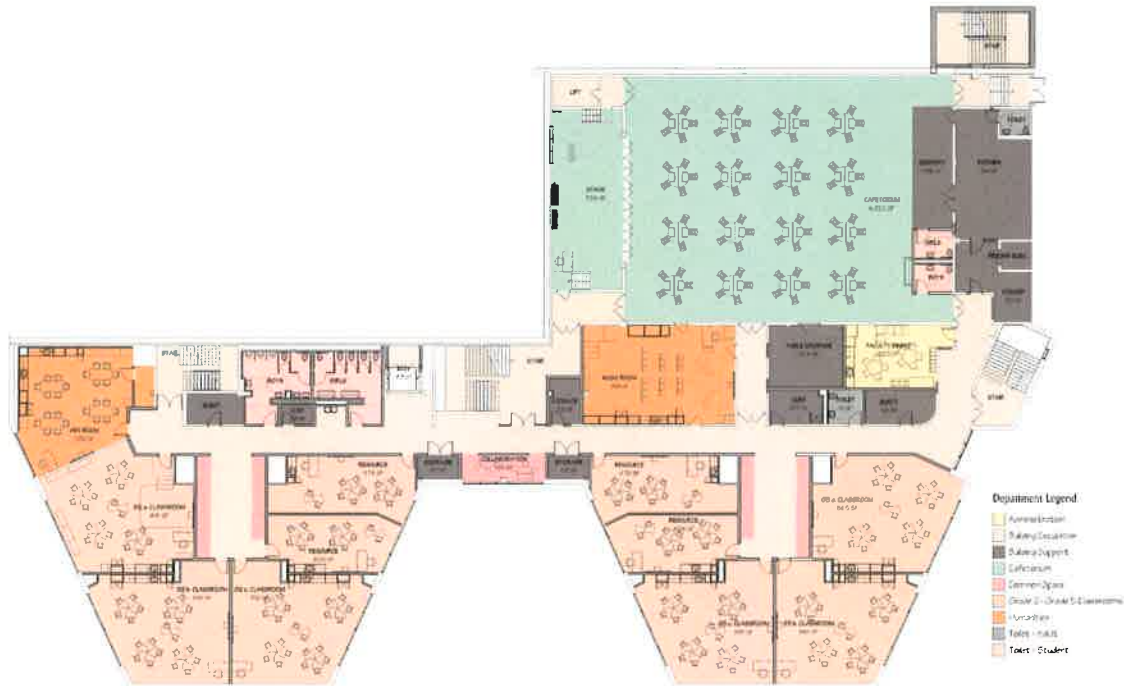
28 Months

References:

Town of Enfield
Randy Daigle, Chairman, Building Committee
860-559-0087

Silver Petrucelli + Associates
Dean Petrucelli
203-230-9007

Gilbane Building Company
Amar Shamas
203-444-1154



Jefferson Elementary School

Owner's Representative for "Renovate as New" neighborhood school project, which involves the separation of the combined gymnasium, cafeteria and auditorium into two separate spaces. Work also includes infilling a portion of the building to create Pre-K classrooms, to serve students through grade 5.

Location:

75 Van Buren Avenue, Norwalk, Connecticut

Size:

60,625 SF

Budget:

\$33,354,688

Duration:

On-Going

References:

City of Norwalk
Alan Lo, Buildings and Facilities Manager
203-854-7791

Antinozzi Associates
Michael Losasso
203-551-2436

Newfield Construction
Steve Buccheri
860-953-1477



Ponus Ridge Magnet School

Owner's representation services for the construction of a 40,000 sf addition designed to support a state-of-the-art STEM education for grades K-8, including expansion of the science program, a new educational media center, a larger kitchen facility, and upgraded HVAC systems to improve air quality and allow the building to be operational year round. The school remains occupied and in operation during construction.

Location:

TBD - Site Evaluation in Progress

Size:

66,428 SF

Budget:

\$43,348,333

Duration:

On-Going

References:

City of Norwalk
Alan Lo, Buildings and Facilities Manager
203-854-7791

Perkins Eastman
Tina Greco
203-251-7400

Newfield Construction
Steve Buccheri
860-953-1477



Oxford Middle School

Owner's representative services for the construction of a new middle school, featuring a three level building to accommodate an enrollment of 488 students in grades six through eight. The new school will be located on a 139 acre Town-owned property between two existing public schools which will remain occupied during construction. The design includes the configuration of learning pods located by floor and grade, surrounding a central, open media center.

Location:

40 Great Oak Road, Oxford, Connecticut

Size:

82,000 SF

Budget:

\$44,900,000

Duration:

On-Going

References:

Town of Oxford
Bob Slie, Buildings Committee Chairman
203-543-0612

Tecton Architects
Justin Hopkins
860-548-0802

O&G Industries
Gus Kotait
860-625-9349



New Lebanon Elementary School

Owner's representative services for the demolition of the existing school building and construction of a new LEED Gold two-story elementary school, including all site related improvements. The goal of the project was to provide a technologically advanced, energy efficient school, addressing traffic issues while maintaining the fabric of the community.

Location:

25 Mead Avenue, Greenwich, Connecticut

Size:

62,000 SF

Budget:

\$28,000,000

Duration:

24 Months

References:

Town of Greenwich
Eugene Watts, Senior Buyer
203-625-7411

TSKP Studio
Ryszard Szczypek
860-547-1970

Gilbane Building Company
Karrie Kratz
860-608-4905



Charter Oak International Academy

Owner's representative services for the construction of a new LEED Gold certified International Baccalaureate elementary school. This segmented curved structure features a two-story multi-purpose media/library center, a circular courtyard in the center of the building, a stepped and sunken amphitheater and outdoor learning spaces. High-efficiency lighting and a geo-thermal well system supplying individual classroom heat pumps were incorporated in the design of this energy efficient facility.

Location:

425 Oakwood Avenue, West Hartford, Connecticut

Size:

87,000 SF

Budget:

\$43,275,000

Duration:

21 Months

References:

Town of West Hartford
Robert Palmer, Dir. of Plant & Facility Services
860-561-7925

Perkins Eastman
Joe Costa
203-251-7400

Fusco Corporation
Joe LaPera
203-777-7451



Principal-in-Charge

Christopher Cykley, MCPPO

Chris' 20 year background encompasses engineering, construction and owner's project management. His technical background is further solidified by hands-on, in-the-field knowledge that he developed throughout the course of his career. He has particular expertise in the public school construction market.

Education and Certifications

B.S. Civil Engineering, University of Hartford
Massachusetts Certified Public Purchasing Official · OSHA Authorized Construction Trainer

Selected Project Experience

Farmington High School · Farmington, CT

Pre-Referendum Support · \$140,000,000
Role: Project Executive · Firm of Record: Construction Solutions Group, LLC

John F. Kennedy Middle School · Enfield, CT

Addition/Renovation · \$84,300,000
Role: Project Executive · Firm of Record: Construction Solutions Group, LLC

Civic Leadership High School (Formerly Public Safety Academy) · Enfield, CT

New Construction · \$66,500,000
Role: Project Manager (Preconstruction Phase) · Firm of Record: Capitol Region Education Council

Connecticut River Academy · East Hartford, CT

New Construction · \$57,300,000
Role: Project Manager · Firm of Record: Capitol Region Education Council

Charter Oak International Academy · West Hartford, CT

New Construction · \$45,000,000
Role: Project Executive · Firm of Record: Construction Solutions Group, LLC

Oxford Middle School · Oxford, CT

New Construction · \$44,900,000
Role: Project Executive · Firm of Record: Construction Solutions Group, LLC

Edna C. Stevens Middle School · Cromwell, CT

Conceptual Estimates · \$38,000,000
Role: Project Executive · Firm of Record: Construction Solutions Group, LLC

New Lebanon Elementary School · Greenwich, CT

New Construction · \$28,000,000
Role: Project Executive · Firm of Record: Construction Solutions Group, LLC

Academy for Advanced Design and Technology · East Hartford, CT

New Construction · \$40,000,000
Role: Project Manager · Firm of Record: Capitol Region Education Council

William H. Hall High School · West Hartford, CT

Addition/Renovation · \$12,800,000
Role: Director of Programming · Firm of Record: Construction Solutions Group, LLC



Pre-Referendum Specialist

Mark Garilli

Mark has 25 years of combined experience in construction management and the senior living industries in a variety of roles including Project Engineer, Superintendent and Project Manager. He has held executive level positions at Tower One/Tower East and Masonicare, where he gained a true owner's perspective.

Education and Certifications

B.S. Industrial Technology/Construction Management, Roger Williams University
Leading Age, National Leadership Academy

Selected Project Experience

Farmington High School · Farmington, CT

Pre-Referendum Support / Conceptual Estimates · \$140,000,000
Role: Project Manager · Firm of Record: Construction Solutions Group, LLC

West Hartford Fellowship Housing · West Hartford, CT

Campus Redevelopment · \$100,000,000
Role: Project Executive · Firm of Record: Construction Solutions Group, LLC

Columbus House · New Haven, CT

Addition/Renovations · \$4,000,000
Role: Superintendent · Firm of Record: KBE Building Corporation

PierceCare, Pierce Memorial Baptist Home, Nursing & Rehabilitation Center · Brooklyn, CT

Addition/Renovation · \$6,500,000
Role: Project Executive · Firm of Record: Construction Solutions Group, LLC

United Methodist Homes, Middlewoods of Newington · Newington, CT

Remediation/Renovation · \$1,500,000
Role: Project Executive · Firm of Record: Construction Solutions Group, LLC

Saint Mary's College of Maryland, Waring Common's Residence Complex · St. Mary's City, MD

New Construction · \$25,000,000
Role: Superintendent · Firm of Record: KBE Building Corporation

Connecticut College, Asset Reinvestment Program · New London, CT

Additions and Renovations · \$53,000,000
Role: Project Manager · Firm of Record: KBE Building Corporation

Masonicare of Mystic · Mystic, CT

New Construction · \$45,000,000
Role: Chief Operating Officer · Project Owner: Masonicare

Masonicare of Chester Village · Chester, CT

New Construction / Renovation · \$4,000,000
Role: Chief Operating Officer · Project Owner: Masonicare

Tower One/Tower East Phase 1-6 · New Haven, CT

Additions/Renovations · \$20,000,000
Role: Project Manager · Firm of Record: KBE Building Corporation



Project Executive

Kathyann Cowles, AIA, NCARB

Kathy has over 35 years of experience on a range of diverse and complex academic projects and is recognized for her ability to lead interdisciplinary teams successfully through the design and construction process. She is actively involved from conceptual phases through construction completion and close out.

Education and Certifications

B.A. Architecture, Pratt Institute
Registered Architect CT, MA, NJ, MD, NY, NJ
National Council of Architectural Registration Boards Registered
Construction Arbitrator · American Arbitration Association, Panel Member ID# 4659166

Selected Project Experience

Charles H. Barrows STEM Academy · Windham, CT

New Construction · \$40,000,000
Role: Principal · Firm of Record: ID3A, LLC

Amity High School, Orange & Bethany Middle Schools · Woodbridge, Orange & Bethany, CT

Addition/Renovation (High School); Renovate as New (Middle Schools) · \$90,000,000
Role: Senior Project Manager · Firm of Record: The S/L/A/M Collaborative

H.H. Ellis Technical High School · Danielson, CT

Addition/Renovation · \$84,000,000
Role: Senior Project Manager · Firm of Record: The S/L/A/M Collaborative

WF Kaynor Technical High School Technical High School · Danielson, CT

Addition/Renovation · \$55,000,000
Role: Senior Project Manager · Firm of Record: The S/L/A/M Collaborative

Greenwich High School · Greenwich, CT

Addition/Renovation · \$47,000,000
Role: Principal · Firm of Record: ID3A, LLC

Barlow Mountain Elementary School · Ridgefield, CT

Addition/Renovation · \$22,000,000
Role: Senior Project Manager · Firm of Record: The S/L/A/M Collaborative

Capital Community College · Hartford, CT

Conversion/Renovation · \$55,000,000
Role: Senior Project Manager · Firm of Record: The S/L/A/M Collaborative

MD Fox Elementary School · Hartford, CT

Renovate as New · \$40,000,000
Role: Principal · Firm of Record: ID3A, LLC (Subconsultant to Smith Edwards)

Goodwin University Advanced Composite Center for Manufacturing · East Hartford, CT

Renovation · \$6,000,000
Role: Principal · Firm of Record: KC Architects, LLC



Cost Estimator

Thomas Hardin, CPE, LEED AP

Tom contributes 25 years' experience in the construction industry with significant expertise in estimating and preconstruction. He is known for his hands-on technical knowledge and ability to lead teams through the design and procurement process, ensuring all parties stayed focused and on budget.

Education and Certifications

B.S. Construction Engineering, Roger Williams University, Bristol RI
Certified Professional Estimator · LEED Accredited Professional

Selected Project Experience

Rocky Hill High School · Rocky Hill, CT

New Construction · \$50,000,000
Role: Cost Estimator Firm of Record: Friar Architecture

Darien High School Cafeteria Expansion · Darien, CT

Renovation · \$1,500,000
Role: Cost Estimator Firm of Record: Capitol Region Education Council

Farmington High School · Farmington, CT

Pre-Referendum Support / Conceptual Estimates · \$140,000,000
Role: Cost Estimator Firm of Record: Construction Solutions Group, LLC

Edna C. Stevens Middle School · Cromwell, CT

Conceptual Estimates · \$38,000,000
Role: Cost Estimator Firm of Record: Construction Solutions Group, LLC

Norwalk School Construction Program, Various Schools · Norwalk, CT

Addition/Renovation, New Construction · \$60,000,000
Role: Cost Estimator Firm of Record: Construction Solutions Group, LLC

John F. Kennedy Middle School · Enfield, CT

Addition/Renovation · \$84,373,294
Role: Cost Estimator Firm of Record: Construction Solutions Group, LLC

Westport Schools Master Plan · Westport, CT

Facilities Study · \$96,000,000
Role: Cost Estimator Firm of Record: Antinozzi Associates

William J. Johnston Intermediate School · Colchester, CT

New Construction · \$50,000,000
Role: Cost Estimator Firm of Record: Tecton Architects

Bennie Dover Jackson Middle School · New London, CT

Addition/Renovation · \$36,000,000
Role: Cost Estimator Firm of Record: Perkins Eastman



Project Manager

Jonathan Gombotz

Jon is an experienced construction management professional with nearly 20 years of experience on a variety of projects in the public and private sectors. He brings strong technical, communication, and organizational skills developed through experience in roles as project manager and superintendent.

Education and Certifications

B.S. Construction Management, Central Connecticut State University
OSHA 30-Hour Certified

Selected Project Experience

Goodwin College Connecticut River Academy Manufacturing Program · East Hartford, CT

New Construction · \$10,500,000

Role: Project Executive · Firm of Record: Construction Solutions Group, LLC

Alice Peck Special Education, Early Learning and Pre-School Center · Hamden, CT

Renovation, Roof Replacement · \$6,500,000

Role: Project Manager · Firm of Record: Construction Solutions Group, LLC

410 Capitol Avenue · Hartford, CT

Bathroom Renovation · \$1,700,000

Role: Project Manager · Firm of Record: Construction Solutions Group, LLC

Housatonic Community College · Bridgeport, CT

Renovation/Mechanical Upgrade · \$757,000

Role: Project Manager · Firm of Record: Construction Solutions Group, LLC

Norwalk Community College · Norwalk, CT

Renovation/Mechanical Upgrade · \$675,000

Role: Project Manager · Firm of Record: Construction Solutions Group, LLC

Community Resources, Inc. · Newington, CT

Addition/Renovation · \$1,500,000

Role: Project Superintendent · Firm of Record: Fortunato Construction Group

DaVita Dialysis · Various Locations, CT, NY and NJ

Renovation, New Construction · Varies by Location (Range \$4,500,000 - \$8,000,000)

Role: Project Manager · Firm of Record: Construction Resources, Inc.

Creed Monarch, Inc. · New Britain, CT

Addition/Renovation · \$4,100,000

Role: Project Manager · Firm of Record: Fortunato Construction Group

TOMZ Corporation · Berlin, CT

Addition/Renovation · \$3,400,000

Role: Project Manager · Firm of Record: Fortunato Construction Group

Stamford Town Center Mall · Stamford, CT

Food Court Renovation · \$7,000,000

Role: Field Project Engineer · Firm of Record: KBE Building Corporation



Carmen Arace Intermediate School · CSG Staff Experience

Past Claims or Disputes

CSG has no claims, disputes or arbitration proceedings that have occurred on any projects in our company's history.



CONSTRUCTION
SOLUTIONS GROUP



William H. High School · West Hartford, CT

Required Documentation

We have provided a copy of a Certificate of Existence issued by the Office of the Secretary of the State of Connecticut, as well as a Certificate of Insurance demonstrating CSG's current levels of coverage on the following page.

Contact information for our insurance agent is provided herein:

Kim M. Hunt, Commercial Lines Account Manager
Wentworth- DeAngelis Inc.
74 Batterson Park Road
Farmington, CT 06032

Phone: 860-676-3022

Fax: 860-676-2217

Email: kim@wdkinsurance.com

Office of the Secretary of the State of Connecticut

I, the Connecticut Secretary of the State, and keeper of the seal thereof,
DO HEREBY CERTIFY, that articles of organization for

CONSTRUCTION SOLUTIONS GROUP, LLC

a domestic limited liability company, were filed in this office on September 03, 2014.

Articles of dissolution have not been filed, and so far as indicated by the records of this office such
limited liability company is in existence.



Secretary of the State

Date Issued: April 17, 2019



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

03/25/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Wentworth-Deangelis 74 Batterson Park Road Farmington CT 06032		CONTACT NAME: Kim Hunt PHONE (A/C, No, Ext): (860) 676-3022 E-MAIL ADDRESS: kim@wdkinsurance.com FAX (A/C, No): (860) 676-2217	
INSURED Construction Solutions Group, LLC P.O. Box 271860 West Hartford CT 06127		INSURER(S) AFFORDING COVERAGE INSURER A: Cincinnati Specialty Underwriters Ins Co NAIC # 13037 INSURER B: Starstone National Insurance Co 25498 INSURER C: Hartford Underwriters 30104 INSURER D: Landmark American 33138 INSURER E: INSURER F:	

COVERAGES CERTIFICATE NUMBER: 19-20 Master Cert REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSTR	TYPE OF INSURANCE	ADDITIONAL INSURED	SUBROGATION	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	Y		CSU0091206	10/27/2019	10/27/2020	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ excluded PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY			CSU0091206	10/27/2019	10/27/2020	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 0			79638J180ALI	10/27/2019	10/27/2020	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N Y	N/A	6S8OUB-2E54706-4-19	10/27/2019	10/27/2020	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
D	Professional Liability			LHR772616	10/27/2019	10/27/2020	Limit \$1,000,000 Deductible \$5,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Project: Anna Reynolds Elementary School

Town of Newington/Newington Board of Education are named as Additional Insured per written contract. Thirty (30) days notice of any cancellation, non-renewal or reduction in coverage.

CERTIFICATE HOLDER**CANCELLATION**

Town of Newington
 Board of Education
 131 Cedar Street
 Newington CT 06111

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Kim M. Hunt



SECTION 4

Proposed Fees



New Lebanon Elementary School · Greenwich, CT

Proposed Fees

We are pleased to present our fee for the Anna Reynolds Elementary School Renovate as New project in two parts: Grant Application and Pre-Referendum Services (Part 1) and Design and Construction Services (Part 2). Fees include normally reimbursable items and expenses as stipulated in the RFP.

Phase 1: Grant Application and Pre-Referendum Services

\$197,955.00 | \$24,744.00 per month

Cost is based on the schedule stipulated in Section II, Scope of Services (page 5-6). In the event that these timeframes change, fees may be adjusted accordingly. Assumes 8 month duration (April 2020 start through November 2020)

Phase 2: Design and Construction Services

\$586,987.00 | \$13,044.00 per month

Cost is based on a tentative occupied schedule: Design (including design professional procurement and OSCG&R review) - 10 months; Bidding and Construction - 26 months; Closeout - 6 months. Assumes 45 month duration (December 2020 start through August 2024). Cost includes 6 months of continuous close out support (March 2024 through August 2024). Time will be billed hourly as needed after August 2024.

**Total Lump Sum Fee for Both Phases:
\$784,942.00**

STV|DPM PROPOSAL FOR OWNER'S PROJECT REPRESENTATIVE FOR THE ANNA REYNOLDS ELEMENTARY SCHOOL

MARCH 27, 2020



Newington Public Schools

Preparing The Next Generation Of World Leaders



March 27, 2020



Attn: Dr. Maureen Brummett
Superintendent of Schools
Newington Public Schools
131 Cedar Street
Newington, CT 06111

Re: **"RFP No. 1, 2019-1920, Owner's Project Representative"**

Dear Dr. Brummett,

Thank you for the opportunity to introduce ourselves to you, the BOE, and your Building Committee. STV/DPM is a national, award-winning construction management advisory firm that provides comprehensive services to assist clients throughout the entire design and construction process—from conception, design, pre-construction, construction, and through a complete project closeout. We provide these services on a variety of markets, including K-12 schools, public facilities, higher ed, industrial, healthcare, commercial, and transportation.

We pride ourselves on our biggest differentiator from our competitors: we work to assemble a complete project team that operates as a Team – cooperative, respectful, and commonly focused on only one goal: the best possible results for our clients. Usually, this true "team" approach will result in efficient, "best value" projects, from start to finish. Don't be mistaken: when we need to, we know how to be tough to get the needed result. Even if we occasionally need to raise our voices, or to "clarify" contractual obligations, we still keep the project calm, steady and focused. Furthermore, we do not force design teams and contractors into contracts with onerous clauses or fight a change order to the point that it is unfair; these approaches lead to resentment and anger which will manifest itself in decreased quality of work and increased costs. No successful business owner will accept an uneven level of risk without increasing their own fees to compensate for the often-unknown potential costs. Aside from a better product, delivered faster and for less money, our respectful team approach actually makes for pleasant job sites. When workers are happy and feel respected, they work better and harder.

STV/DPM was formed as the result of STV, Inc's March 2015 purchase of Diversified Project Management (DPM), the 25-yr old, top New England-based provider of owner's project management services. As a result, DPM's owner's representation, facilities management, and move management services are now strengthened by the support of STV's CM, Engineering, Architecture, Project Controls and Estimating groups. Now known as STV/DPM, this union further strengthens our comprehensive understanding of all facets of construction, including the ability to foresee pending issues, explore alternative options, and quickly negotiate resolutions, all while successfully staying on schedule and on budget.

STV/DPM has a long, successful relationship with CT's Office of School Construction Grants (OSCG), now reorganized under the Lamont Administration to be under DAS's Office of Policy and Management, with the State Building Officials, and with the Department of Construction Services. Additionally, our past work with legislators have yielded surprisingly good results in tweaking special legislations, relative to our projects. This experience and these relationships lead to results like the new Sandy Hook Elementary School and the new Guilford High School (GHS). Another source of our success is how we start our Close Out process on day one: all files and documentation that is needed for the audit are prepared with that in mind, and filed together, to make the final a smooth transition into the new space, as well as an efficient and successful State audit successful and relatively painless.

To maintain continuity and to establish a method of quality control, STV/DPM uses our Standard Operating Procedures Manual (SOP), in tandem with each client's procedures. Our internal process includes standard forms for project budgets and schedules, proposals (RFPs) and bid analysis, asset inventory, construction documents, move procedures, etc. Not only does our Team offer decades of direct project management oversight of schools, but together with our parent company, STV, we offer additional expertise in all facets of construction through our network of over 2300 professionals nation-wide. Thank you for your consideration, we welcome the opportunity to work with the Town of Newington.

Sincerely,

Scott Pinckney
Project Executive



EXECUTIVE SUMMARY

NAME OF FIRM

STV Construction inc. dba
STV|DPM

ADDRESS OF MAIN OFFICE AND ANY BRANCH OFFICE / TELEPHONE NUMBER & FAX NUMBER FOR EACH OFFICE

Principal Office:

STV Construction, Inc.,
headquarters:
205 West Welsh Drive
Douglassville, PA 19518-8713
(p) 610-385-8200
(f) 610-385-8500

Project Management Office Location:

STV|DPM
280 Trumbull St., 14th Floor
Hartford, CT 06103
(p) 860-882-5600
(f) 860-218-2006

NAME AND TITLE OF CONTACT PERSON

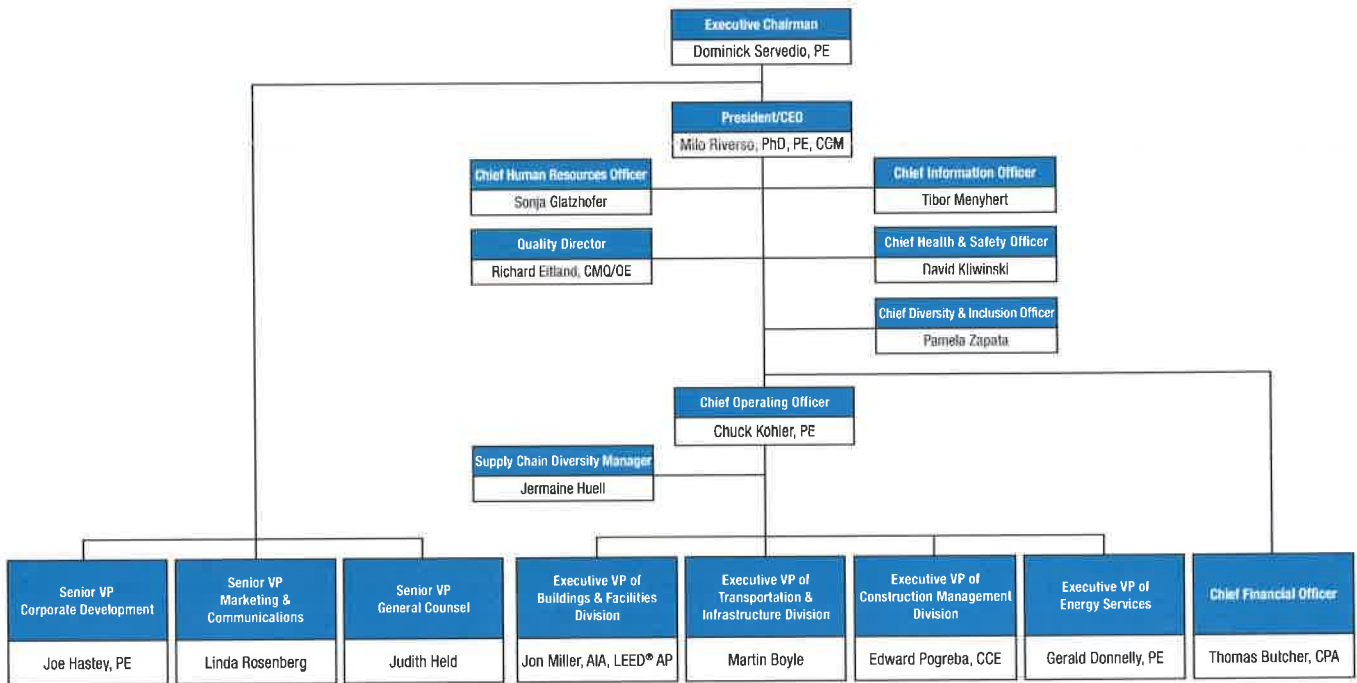
Scott Pinckney, Project Executive
STV|DPM
280 Trumbull St., 14th Floor
Hartford, CT 06103
(p) 860-922-9696
scott.pinckney@stvinc.com

NAME OF OFFICERS IN FIRM AND AN ORGANIZATIONAL CHART

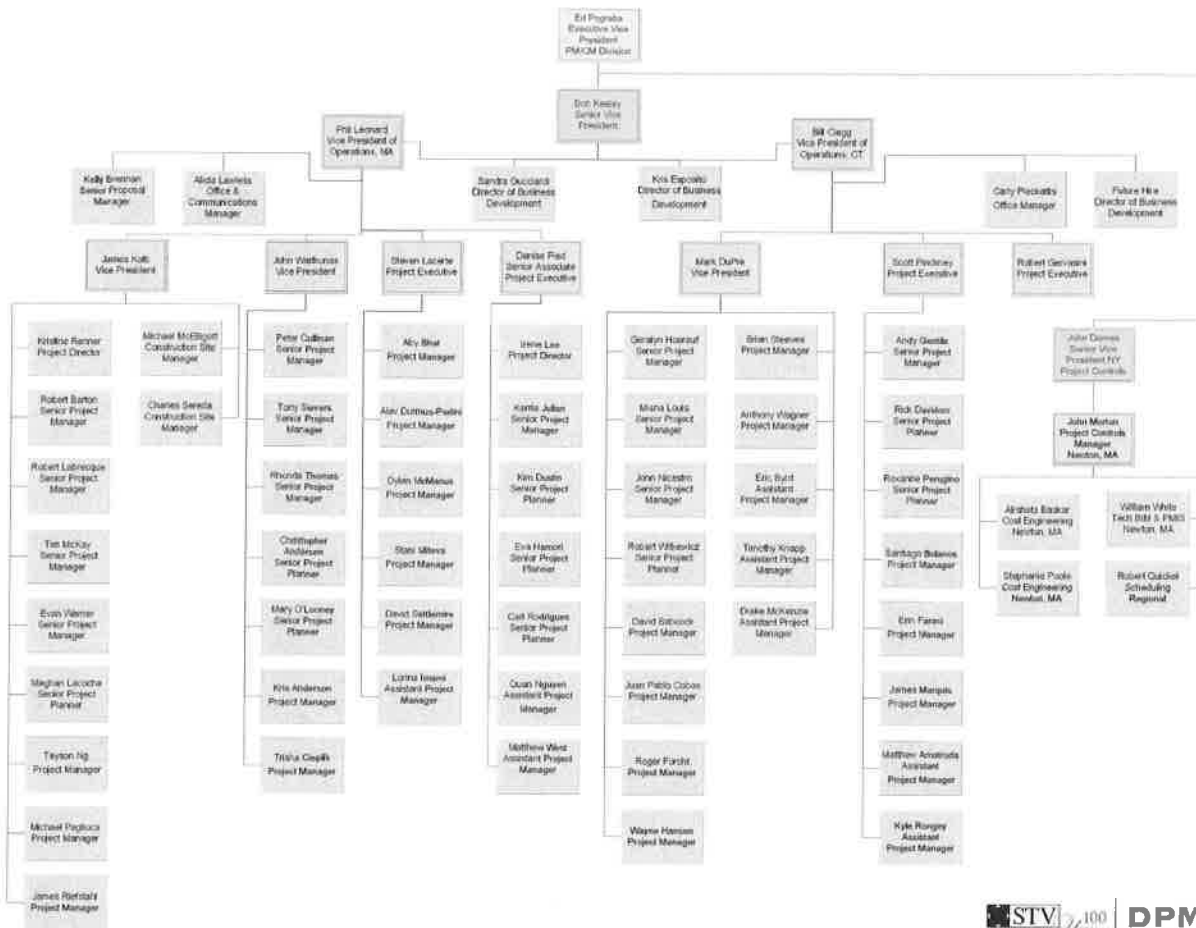
Dominick Servedio
Executive Chairman, Director
Milo Rivero
CEO, President, Director
Thomas Butcher
CFO, Secretary, Treasurer
Edward Pogreba
Executive Vice President

See organizational chart of the following pages:

Corporate Organization Chart



Newington Public Schools - Owner's Project Representative for Anna Reynolds Elementary School



2020 STV DPM Organizational Chart

FIRM OVERVIEW

STV|DPM is committed to quality and excellence with a focus on diligently representing our client's best interests. Diversified Project Management was founded in 1989 and has a 30-year track record of delivering cost effective project management solutions.

In March 2015, STV acquired DPM to form STV|DPM. STV was founded in 1912 and is a national award-winning firm providing comprehensive Owner's Project Management services to assist clients throughout the entire construction process—from pre-construction, through construction, to project closeout. This union brings together nearly 280 professionals within our Construction Management Division with extensive hands-on technical and managerial experience, and further strengthens our comprehensive understanding of all facets of project management, including the ability to foresee pending issues, explore alternative options, and quickly negotiate resolutions, while successfully executing projects of various sizes and complexities.

STV|DPM offers the stability of a large firm that has developed strong ties with the communities and the clients we serve. Our firm's commitment to quality of work and customer satisfaction is demonstrated by our 90% rate of repeat business.

Our success can be attributed to our diligent representation of our clients' best interests and our fair and objective dealings with the professionals with whom we interact. We continue to earn the trust of our clients every day by maintaining the high level of ethics, customer service and attention to detail that they have come to expect.

At Our Core

At STV, our vision is to be the best and to serve our clients better than any other firm. We are client-driven and work to sustain strong enduring relationships.

STV has a commitment to excellence and we strive to deliver quality services to our clients through collaborative processes, industry expertise and accountability.

OUR DIFFERENTIATORS

THE STV|DPM ADVANTAGE

STV|DPM has served the Connecticut market for over 35 years and has a Hartford-based project management staff of over 30 professionals. While we have a national presence and depth, we also have a strong local influence in the design, construction and facilities arenas, and can leverage that influence to Newington Public Schools' benefit. We are a private corporation offering multidisciplinary services to a diverse range of clients with a focus on science and technology.

Our staff is comprised of professionals with experience in real estate, architecture, engineering, interior design, space planning, FF&E coordination, move planning, construction and facilities management.

INTEGRATED & MULTIDISCIPLINARY

We have a wide range of additional technical resources within our local STV affiliated companies. This includes engineering, planning, environmental, and sustainability specialists, each of whom can be called upon on an as-needed basis at critical junctures of the project to review the plans and specifications, fill in any gaps, and assist in the coordination process, all of which will help mitigate change in the field and assist in getting better and more accurate pricing during the bidding stage.

YOUR TRUSTED ADVISOR

STV|DPM does not provide design or construction services, nor are we compensated through vendor commissions or by percentage of project incentives. All revenues are generated on a fee-for-service basis, ensuring that there are

no hidden agendas, and that our clients' best interests are truly represented.

NEW ENGLAND EXPERTISE

Although STV|DPM is a nationwide company whose client base spans from coast to coast, our Newington Public Schools dedicated team will be based in the Hartford, Connecticut office where they are accessible at all times via up-to-date technology.

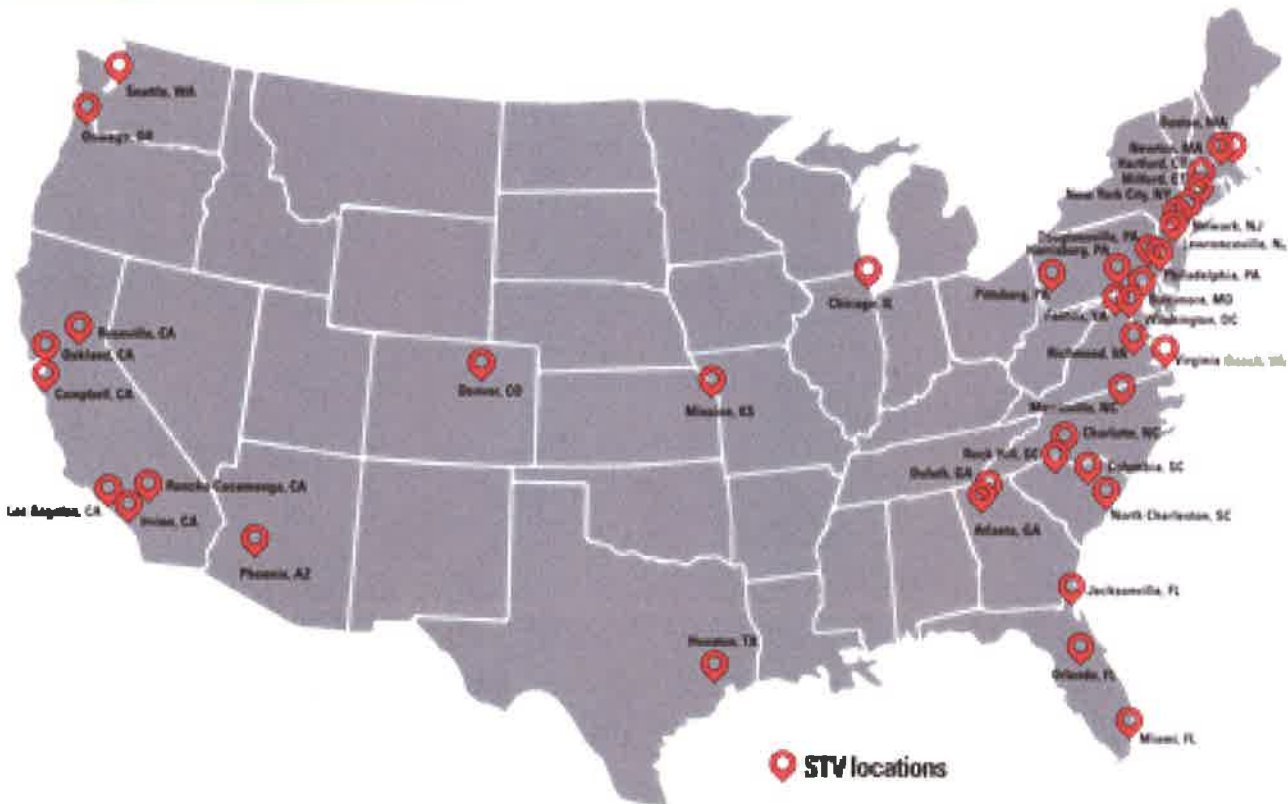
We take pride in our mobility and truly aim to be an extension of our clients' staff by frequently setting up a mobile workstation on-site at the project to ensure accessibility, timeliness and team consensus.

FULL SERVICE APPROACH

We are experts in managing academic construction and relocation projects. Since our inception, we have managed hundreds of projects totaling millions of square feet. We specialize in providing management and oversight of the planning, design, construction and relocation process for facilities, real estate and capital construction projects. Our services include:

- Strategic Advisory
- Pre-Construction & Programming
- Project Management & Construction Administration
- FF&E Coordination & Move Management
- Facilities & Real Estate Technology

Our offices span the nation. We have even opened satellite offices for projects outside of the United States.





DEDICATED PROFESSIONALS

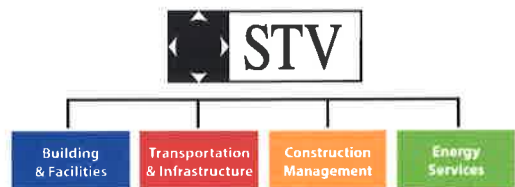
STV|DPM's local staff includes individuals solely dedicated to providing OPM services, as well as members from STV's architectural and engineering affiliated companies. Our staff is comprised of professionals with experience in real estate, architecture, engineering, interior design, space planning, FF&E coordination, move planning, construction and facilities management. All are deeply committed to each of their assignments and support each other at all times to make certain they are providing the best service to all of our clients.

PROVEN PROCESS

Our process-driven approach provides you with the benefits of lessons learned on hundreds of projects. Because we handle a wide array of projects every day, there is no learning through costly trial and error. In fact, we have developed a system for managing projects and our services have shown to save time and money through better controls, fewer change orders, limited downtime and less disruption.

To maintain continuity and to establish a method of quality control, STV|DPM has developed a sophisticated Standard Operating Procedures Manual (SOP) and an extensive tool kit for our project managers. This process is easily customizable for each of our client's individual needs and includes standard forms and templates for:

- Programming and Space Planning
- Line Item Project Budgets and Forecasts
- Detailed Project Schedules with Critical Path
- Request for Proposals (RFPs) for Architects, CM/GCs, Movers, Furniture, Voice/Data, etc.
- Bid Analysis and Interview Forms
- Meeting Notes
- Asset Inventory
- Construction Administration
- Field Reports
- RFI Logs
- Move Planning and Checklists
- Employee Communications



STV|DPM operates under the Construction Management arm of STV providing Owner's Representative services to public and private clients nationwide.

SAFETY

Our commitment to safety is an integral part of our corporate culture which is consistently reinforced with our staff.



STV|DPM takes a comprehensive approach to safety, making sure that all project teams performing work are in compliance with OSHA regulations and applicable local laws for their workers, as well as maintaining a safe and secure environment for Newington Public Schools staff, visitors and the general public. STV|DPM has licensed Site Safety Managers and OSHA Trained Instructors on staff and all of STV|DPM's staff receive OSHA training and certification.

As a part of STV|DPM's inspections, we will monitor the compliance of the construction manager/contractor with their Site Specific Safety Plan, as well as all applicable OSHA regulations. If a safety violation is identified the construction manager/contractor will be directed to take immediate corrective action. All safety related issues will be addressed with the construction manager/contractor during the project progress meetings.


As previously mentioned, STV|DPM takes the safety of our employees and our work sites seriously. We have an extensive Safety Policy and Procedures Manual.

staff is comprised of 150 LEED® accredited professionals including Green Associates, Building Design and Construction (BD+C) and Interior Design and Construction (ID+C). We have completed and continue to work with a number of LEED® Certified Projects. The table to the left displays some of our notable LEED® certified projects.

Our responsibilities have included advising clients on advantages and costs, selection of a LEED® administrator and other associated services (commission agent, etc.), management of the LEED® administrator and coordination with design and construction team.

In addition to the above clients who have pursued certification by the U.S. Green Building Council, we have worked with many clients who have built their projects to LEED® specifications, while choosing not to seek official certification. With the current emphasis on environmentally friendly construction and building operation, the vast majority of the projects that we work on incorporate some level of sustainable features.

We provide a common-sense approach to the five areas of human and environmental health, including sustainable site development, water savings, energy efficiency, materials selection and indoor environmental quality. The goal is to achieve immediate measurable results relative to building performance, occupant health and user satisfaction.

PLATINUM 

Alexion Pharmaceuticals
Foothill-De Anza
Community College, Kirsch
Center for Environmental
Studies

GOLD 

Town of Granby, MA
Granby Public Library
Takeda/Millennium
Vertex Boston
United States Army Corp
of Engineers
United States Military
Academy Prep School
Codman Academy Charter
School

SILVER 

Akamai Technologies
Red Hat
Town of Foxborough, MA:
Boyden Library
InterGen, Inc.
Westfield State University:
University Hall

CERTIFIED 

Foodshare
United States Coast Guard:
Fort Trumbull Research &
Development Center

SUSTAINABILITY / LEED / GREEN BUILDING

STV|DPM is committed to assisting our clients in the successful pursuit of green and sustainable solutions to their projects. We strive to educate our clients on sustainable alternatives to traditional design elements. STV





EXPERIENCE OF THE FIRM

At STV|DPM, we understand that working in a municipal environment requires special consideration. We appreciate that there are unique challenges when working in the public sector. We work to minimize disruption to user groups during construction and relocation projects.

While the STV|DPM team has completed dozens of schools, we would like to highlight two recent projects – the Sandy Hook Elementary School and the Guilford High School.

The Sandy Hook School required a unique approach to communications and community involvement. This emotional and sensitive work was led by GERALYN HOERAUF, who will be providing leadership support during the project. Aside from her commanding and reassuring presence, her ability to control a message keeps the conversations surrounding a project focused

where on what the Building Committee wants the discussion.

The Guilford High School is relevant for obvious reasons:

- Old facility was inadequate, failing to meet most standards (ADA, OSHA, Safety and Educational);
- Despite the above, GHS was a top performing school system, due to an outstanding faculty, staff and administration, as well as strong community support;
- Failed Referendum, fractured community direction;
- Proud, historic community and need for a flagship community building;
- Desire for emergency shelter capabilities;
- Limited options, tight site, possible occupied construction;

- Close public scrutiny (“involved” parents).

By working with the community and the community leaders, we were able to analyze six different options, and to present them in a factual, objective way. By heavily “advertising” the meetings, we had strong input and were able to respond to comments through multiple websites, mailings, and hard-copy handouts (FAQ sheets) at meetings. This approach worked well with Guilford, and the templates will all be available to FHSBC; everything will need to reflect Farmington’s history and pride, but it is a starting point of tables, spreadsheets and summaries that have been well received in other towns.

All analysis was done as objectively as was possible, and each option was reviewed and scored according to (1) how well the option met the defined needs in the Ed Spec /Needs Analysis; (2) impact on the learning environment, and (3) cost of the building.

One of the most critical decisions made during the option analysis phase of our work was to change the cost conversation from “day one” costs (total project costs) to the total life-cycle cost of ownership – in our case we set this at 20 years. This thinking forced big picture thinking and brought

energy efficiency, flexibility to adapt to the future, and the durability of materials into the conversation. Doing so quickly made it apparent that the cheapest “day one” cost option (renovate, minor additions) was the most expensive in the long run, AND it did not meet today’s education needs, let alone tomorrow’s.

By framing the conversations in this open and objective way, we were able to silence most of the opposition to the project, and to develop the support needed to pass the project at the next referendum. Our Municipal team specializes in meeting the needs of cities and towns. From town halls, senior centers, schools and public safety facilities, we use our skills and experience to keep your project running smoothly.

Some of our Public Clients have recently included:

- Town of North Haven, CT Police Station
- Town of Bloomfield DPW facility
- Town of Berlin, CT Police Station
- Town of Bethel, Board of Education
- Town of Guilford Board of Education, CT
- Blue Hills Fire District, Bloomfield, CT
- United States Coast Guard, New London, CT
- Capitol Region Education Council (CREC)
- Capital Region Development Authority
- City of Hartford, CT Department of Public Works
- City of Holyoke
- City of New Haven, CT Public Schools
- City of Norwalk, CT Public Schools
- City of Westfield, MA Senior Center
- Codman Academy Charter School
- Connecticut Department of Construction Services
- Connecticut Department of Public Health

Wentworth Institute of Technology





Edward Brook Charter School



Hanover High School



Kipp Academy

- Edward Brooke Charter Public Schools
- Gateway Community College
- Harvard Ellis Technical High School
- KIPP Academy, Lynn
- Town of Plymouth, Town Hall
- Massachusetts School Building Authority (MSBA)
- Massachusetts State College Building Authority (MSCBA)
- Tantasqua Regional Junior High School
- Three Rivers Community College
- Town of Brookfield, MA Elementary School
- Town of Darien, CT Public Schools
- Town of Granby, MA Public Library
- Town of Natick, MA Community/Senior Center
- Town of Sterling, MA Senior Center
- Town of Wenham, MA Police Station
- University of Massachusetts, Amherst
- University of Massachusetts Building Authority
- Westfield State University
- Yale University Police Department

MONITORING OF CONSTRUCTION RFI'S, DESIGN CHANGES, AND SUBMITTALS

Our process driven approach includes procedures and forms to ensure consistent & thorough oversight of construction. We use Daily Reports, Meeting Minutes, Change Logs and Submittal Tracking Logs. All coordinated with and complementing each other. The use of them ensures an owner's firm grip on the project.

EXPERIENCE WITH STATE OF CONNECTICUT AGENCIES AND SCHOOL CONSTRUCTION PROJECTS

STV|DPM is in contact with various State of Connecticut agencies on a near daily basis; we are entering our ninth consecutive year of On-Call services to DAS's Department of Construction Services. This relationship allows us to have current knowledge of work backlogs in each department, potential changes to procedures /codes /regulations, anticipated bonding support, and their internal staffing changes.

In fact, we are already in discussions with the Deputy Commissioner of DCS and OSCGR and staff about potential stream-lining to the process, including new approaches to Conceptual Design reviews.

Through our management of the Sandy Hook School project, STV|DPM participated in all aspects of the Office of School Construction Grants review and approval process. During 2014 and 2015 as the SHS project was proceeding through design phases, the project team assisted SMBC staff in the development of the new review and approval process. The SHS project was the first project to meet with SMBC staff continually though preconstruction and the format of financial reports evolved at each stage of our SMBC review. The Sandy Hook School project and project team was also instrumental in the development of the new School Safety Infrastructure Standards, starting with the Guidelines issued in 2014. Sandy Hook School was the first project completed under the new security standards.

Bethel Elementary Schools



Location
Bethel, CT

Delivery Method
CM at Risk

Project Size
113,297-sf

Initial Construction Cost
\$66M

Final Construction Cost
TBD

Amount of Change Orders
TBD

% of Change Orders - Design Team
TBD

Construction Start/End Dates
04/2019 - TBD

LEED
N/A



Town of Bethel
 Josh Adams
 Chairman, Public Site & Building
 Commission
 jjaxyz@gmail.com

The buildings will be occupied by students and faculty over the duration of the 24 month project.

STV|DPM has been selected by the Town of Bethel to provide its services as Owner's Representative for the duration of construction at the Anna H. Rockwell and R.M.T Johnson Elementary Schools.

The existing R.M.T Johnson Elementary School was constructed in 1980 and currently serves 450 students in Grades 4 and 5. The project consists of a comprehensive renovation, addition, and associated site improvements to the existing 56,297 SF elementary school and 14 acre site. The renovation to new condition will expand the school to serve grades 3, 4, and 5.

The existing Anna H. Rockwell Elementary School was constructed in 1971 and currently serves 400 students in Grades K-3. The project consists of a comprehensive renovation and associated site improvements to the approximately 57,000 SF elementary school and 24 acre site. The renovation to new condition will be completed serve grades K-2.

Construction on the Rockwell and Johnson elementary schools is planned to kick off in April of 2019 and will begin with the installation of temporary fencing. The buildings will be occupied by students and faculty over the duration of the 24 month project. The total project construction budgets for the R.M.T Johnson and Anna H. Rockwell schools are approximately \$41 million and \$25 million, respectively.

Sandy Hook Elementary School



Location
Newtown, CT

Delivery Method
CM at Risk

Project Size
87,000-sf

Initial Construction Cost
\$39M

Final Construction Cost
\$40M

Amount of Change Orders
\$958,397

% of Change Orders - Design Team
2.5% - All Design Team

Construction Start/End Dates
10/2014 - 06/2016

LEED
Gold



Town of Newtown, CT - Sandy Hook & Newtown High Auditorium
Robert Mitchell
Chairman Public Building & Site Commission
(203) 264-2206
Rmitchell@mitchellag.com

This project, which came in the wake of a terrible tragedy, was made possible by a \$50 million grant from the State of Connecticut. The new 87,000 square-foot school was constructed in 18 months and features a state-of-the-art security system and an eco-friendly design.

STV|DPM provided comprehensive management of the planning, design and construction phases for the rebuilding of the Sandy Hook School in Newtown, CT. Starting with the selection of the design and construction management teams, STV|DPM worked closely with the Public Building and Site Commission, the Board of Education and the Board of Selectmen providing consistent direction to the design and construction management team on the Town's behalf. Under STV|DPM, the 87,000sf state-of-the-art elementary school was completed on schedule and occupied for the 2016-2017 academic year.

The project included the demolition and abatement of the existing 1950's era building, and the development of all site improvements including a new entrance drive. The new school features 23 classrooms, 11 specialty classrooms and two Tree House spaces to accommodate approximately 500 pre-K thru 4th grade students. The project was the first school project in Connecticut to be completed utilizing the new School Safety Infrastructure Standards and the latest FEMA and Homeland Security standards for school design and has been certified LEED Gold through the USGBC.

The final project cost is came in approximately \$1.3 million under the initial budget of \$50 million dollars.

Guilford High School



Location
Guilford, CT

Delivery Method
CM at Risk

Project Size
225,000-sf

Initial Construction Cost
\$69.7M

Final Construction Cost
\$73M

Amount of Change Orders
\$3.3M

% of Change Orders - Design Team
4%

Construction Start/End Dates
06/2014 - 07/2015

LEED
N/A



Town of Guilford, CT
Mr. Paul Freeman
Superintendent
203.453.8210
freemanp@guilford.k12.ct.us

The \$92 million project, approved in June 2014, came in on time and on budget.

Using simple and proven technology, we were able to reduce energy usage by 40% over code.

Oversaw the design and construction of a new 225,000-sf high school in Guilford, CT, on the occupied, active of the old school. The \$92.2 million project includes the demolition of existing, contaminated buildings.

Scott Pinckney from STV|DPM's responsibilities include due diligence, referendum management, media relations, and local and state agency coordination, along with full scope, budget, and schedule oversight. This complex, highly sustainable project was delivered on time and under budget.

Newtown High School Auditorium

Location
Newtown, CT

Delivery Method
CM at Risk

Project Size
13,000-sf / 884 seats

Initial Construction Cost
\$2.8M

Final Construction Cost
\$3M

Amount of Change Orders
\$219,980

% of Change Orders - Design Team
7.6% - All Design Team

Construction Start/End Dates
02/2017 - 09/2017

LEED
N/A



Town of Newtown, CT - Sandy Hook & Newtown High Auditorium
Robert Mitchell
Chairman Public Building & Site Commission
(203) 264-2206
Rmitchell@mitchellag.com

"Thanks to the leadership of the STV|DPM team, this project is a model of high achievement in multiple aspects. From day one, they have been our trusted advocate - keeping us informed and ensuring that the budget and construction stay on track. STV|DPM's quality of service is what prompted us to continue our relationship as we undertake additional projects including the high school Auditorium, community center, and the municipal space needs plan. We couldn't be more confident that Newtown's best interests are and continue to be truly represented."

E. Patricia Llodra
First Selectman
Town of Newtown

STV|DPM provided comprehensive management of the planning, design and construction phases for the renovation of the auditorium and backstage areas at Newtown High School, Newtown, CT. Starting with the selection of the design and construction management teams, STV|DPM worked closely with the Public Building and Site Commission, the Board of Education and the Fine Arts faculty to provide consistent direction and team leadership on the Town's behalf. The new auditorium will seat 884 with improved acoustics and sight lines, and ADA-compliant seating for wheel-chair users.

The project, completed in the fall of 2017, included upgrades to building HVAC, electrical and audio-visual systems and brought the auditorium into compliance with accessibility guidelines. Project responsibilities included ensuring compliance with all requirements of the State of Connecticut Office of School Construction Grants.

University of Hartford Library



Location
West Hartford, CT

Delivery Method
CM at Risk

Project Size
23,000-sf

Initial Construction Cost
\$8M

Final Construction Cost
\$8.3M

Amount of Change Orders
\$259,723

% of Change Orders - Design Team
2.8%

Construction Start/End Dates
05/2016 - 06/2017

LEED
N/A



University of Hartford
Ms. Janet Wheeler
Facilities
860.768.7927
jwheeler@hartford.edu

*"I consider any consultant I use, but in particular STV|DPM, as an extension of our organization. I've worked with STV|DPM before, and they have a good reputation as PM's. The company **brings a level of professional expertise that is hard to find.**"*

*Norm Young
Executive Director Of Facilities
University of Hartford*

STV|DPM was retained by the university to provide pre-construction, construction administration, furniture, fixtures and equipment coordination, and move management services for this extensive project, which involved multiple library facilities across the college grounds. The three-part project consisted of the expansion of the Harrison University Libraries building, the renovation and expansion of the Mortensen Library, and the relocation of the Allen Library to the new space within the Harrison Libraries Building.

STV|DPM was engaged early on to assist with the selection of the project team which consisted of Sasaki architects, Shawmut Design and Construction general contractors, and SGH engineers. Together, the team executed the project taking special considerations to minimize disruption in the occupied spaces as school was in session during most of the construction as well as during the move.

STV|DPM has had a long standing relationship with the University of Hartford and has provided owner's representation services on a multitude of campus capital improvement projects including classroom and student union renovations, roof, ceiling & lavatory replacements, and upgrades to four existing residence halls.



Darien High School

Our Academic Team specializes in meeting the needs of public & private K-12 public schools, colleges and universities, and private independent schools. We know what it takes to keep your facility operating smoothly and your students safe; we understand the unique challenges of working in an occupied academic environment. Our experienced staff excels at integrating seamlessly into your existing team and works to minimize disruption to your faculty, staff and students. We treat each project as if we were spending our own money and provide cost effective project management solutions for major capital improvements, minor deferred maintenance projects and routine renovations and relocations.



Harvard H. Ellis
Technical High School

Some of our specific engagements have included:

- Academy of the Pacific Rim
- Bentley University
- Bernardston Elementary
- Boston College
- The Boston Conservatory
- Brown University
- Bryant University
- Capital Community College
- The Carroll School
- Central CT State University
- Choate Rosemary Hall
- Codman Academy
- Connecticut College
- CREC (Capitol Region Education Council)
- Darien Public Schools
- DCAMM: UMass Boston Integrated Sciences Complex
- Edward Brooke Charter Public School
- Elms College Gateway Community College
- Guilford, Town of
- Hanover High School
- Harvard Business School
- Harvard Ellis Technical High School
- Harvard University
- Housatonic Community College
- Kingsley Montessori School
- KIPP Academy, Lynn
- Lynn, MA Public Schools
- Massachusetts School Building Authority (MSBA)
- Massachusetts State College
- Building Authority (MSCBA)
- Massachusetts Institute of Technology
- Massachusetts School Building Authority
- New Haven Public Schools
- Newtown, Town of
- North Reading Schools
- Norwalk Community College
- Norwalk Public Schools
- Palmer, MA Public Schools
- The Pike School
- Pioneer Valley Regional School District
- Providence College
- Rhode Island School of Design
- Rochester Memorial School
- The Roxbury Latin School
- University of Saint Joseph
- Saint Thomas Seminary
- Shawsheen School District
- Smith College
- Southern Connecticut State University
- Stonehill College
- Tantasqua Regional School District
- Three Rivers Community College
- Trinity College
- Tufts University
- University of Connecticut
- University of Hartford
- University of Massachusetts, Amherst
- Westfield State University
- Wilmington, MA Public Schools
- Yale University



Housatonic Community
College

QUALITY ASSURANCE

STV | DPM regularly effects An engagement of this magnitude requires an extensive Quality Management Plan (QMP) for the planning, design and construction management teams. A QMP specifically for the Newington Public Schools will be addressed and formulated as part of our Program Management Plan, a key component in ensuring that the necessary procedures are established and closely adhered to. For this step of the project, we will provide a project-specific QMP based on project requirements. The program needs to meet The Town of Newington requirements and standards, and be consistent with State and Federal quality programs.

The QMP will govern all activities of the team on this project, and therefore must provide for:

- Consistent procedures throughout the project, regardless of team member involvement
- Consistent enforcement of the design and construction control program, ensuring consistent reviews and approvals
- Consistent application of the corrective action program, ensuring issues are identified and mitigated throughout all project activities
- The application of "lessons learned" throughout the project team
- Consistent application of oversight mechanisms
- Consistent reporting of quality issues to the entire team, ensuring that they are immediately and completely addressed

On projects with similar complexity, design and construction processes our QMP will be inherently involved due to the sheer number of interfaces team members. The quality assurance

management process will serve as the mechanism to ensure such activities are performed in a controlled manner, and in compliance with established requirements.

Project risks must be identified and managed throughout the program for it to be successful. Risk management plays an important role in maintaining stability and efficiency during the program life cycle. STV|DPM will use risk management planning to proactively address potential obstacles that may hinder the program from successfully achieving its established goals.

Our QMP process specifically focuses on the following risk areas:

- Schedule
- Initial Costs
- Lifecycle Costs
- Technical Obsolescence
- System Reliability
- Surety Considerations
- Future Procurements
- Project Management
- Organizational/Change Management
- Data/Information
- Technology
- Security
- Privacy
- Project Resources

The effective use of risk management techniques will achieve the following for the Newington Public Schools project:

- Identification of risks
- Evaluation & prioritization of risks
- Assignment of risk owners
- Development of risk response plans
- Monitoring & controlling risks

SAMPLE QUALITY ASSURANCE DOCUMENTS

Daily Field Observation Report 100 **DPM**

PROJECT: _____

Page 1 of 1

Project No. _____ Report Date: _____ Time: _____
 Contract Start Date: _____
 Contract Time: _____ Days
 Contract Time Remaining: _____ Days

Weather: _____
 Day of Week: _____
 Wind: _____
 Clouds: _____
 Precip: _____
 Visibility: _____
 Other: _____

Site Conditions: _____
 Day of Week: _____
 Wind: _____
 Clouds: _____
 Precip: _____
 Visibility: _____
 Other: _____

Item	Description	Quantity	Unit	Material	Location	Notes
1.0	Concrete	100	yd ³	Ready Mix	Foundation	
2.0	Rebar	100	lb	Grade 60	Foundation	
3.0	Formwork	100	sq ft	2x8x10	Foundation	
4.0	Excavation	100	yd ³	Fill	Foundation	
5.0	Backfill	100	yd ³	Fill	Foundation	
6.0	Gravel	100	yd ³	Fill	Foundation	
7.0	Asphalt	100	yd ³	Fill	Foundation	
8.0	Concrete	100	yd ³	Ready Mix	Foundation	
9.0	Rebar	100	lb	Grade 60	Foundation	
10.0	Formwork	100	sq ft	2x8x10	Foundation	
11.0	Excavation	100	yd ³	Fill	Foundation	
12.0	Backfill	100	yd ³	Fill	Foundation	
13.0	Gravel	100	yd ³	Fill	Foundation	
14.0	Asphalt	100	yd ³	Fill	Foundation	
15.0	Concrete	100	yd ³	Ready Mix	Foundation	
16.0	Rebar	100	lb	Grade 60	Foundation	
17.0	Formwork	100	sq ft	2x8x10	Foundation	
18.0	Excavation	100	yd ³	Fill	Foundation	
19.0	Backfill	100	yd ³	Fill	Foundation	
20.0	Gravel	100	yd ³	Fill	Foundation	
21.0	Asphalt	100	yd ³	Fill	Foundation	
22.0	Concrete	100	yd ³	Ready Mix	Foundation	
23.0	Rebar	100	lb	Grade 60	Foundation	
24.0	Formwork	100	sq ft	2x8x10	Foundation	
25.0	Excavation	100	yd ³	Fill	Foundation	
26.0	Backfill	100	yd ³	Fill	Foundation	
27.0	Gravel	100	yd ³	Fill	Foundation	
28.0	Asphalt	100	yd ³	Fill	Foundation	
29.0	Concrete	100	yd ³	Ready Mix	Foundation	
30.0	Rebar	100	lb	Grade 60	Foundation	
31.0	Formwork	100	sq ft	2x8x10	Foundation	
32.0	Excavation	100	yd ³	Fill	Foundation	
33.0	Backfill	100	yd ³	Fill	Foundation	
34.0	Gravel	100	yd ³	Fill	Foundation	
35.0	Asphalt	100	yd ³	Fill	Foundation	
36.0	Concrete	100	yd ³	Ready Mix	Foundation	
37.0	Rebar	100	lb	Grade 60	Foundation	
38.0	Formwork	100	sq ft	2x8x10	Foundation	
39.0	Excavation	100	yd ³	Fill	Foundation	
40.0	Backfill	100	yd ³	Fill	Foundation	
41.0	Gravel	100	yd ³	Fill	Foundation	
42.0	Asphalt	100	yd ³	Fill	Foundation	
43.0	Concrete	100	yd ³	Ready Mix	Foundation	
44.0	Rebar	100	lb	Grade 60	Foundation	
45.0	Formwork	100	sq ft	2x8x10	Foundation	
46.0	Excavation	100	yd ³	Fill	Foundation	
47.0	Backfill	100	yd ³	Fill	Foundation	
48.0	Gravel	100	yd ³	Fill	Foundation	
49.0	Asphalt	100	yd ³	Fill	Foundation	
50.0	Concrete	100	yd ³	Ready Mix	Foundation	

Equipment On Site: _____

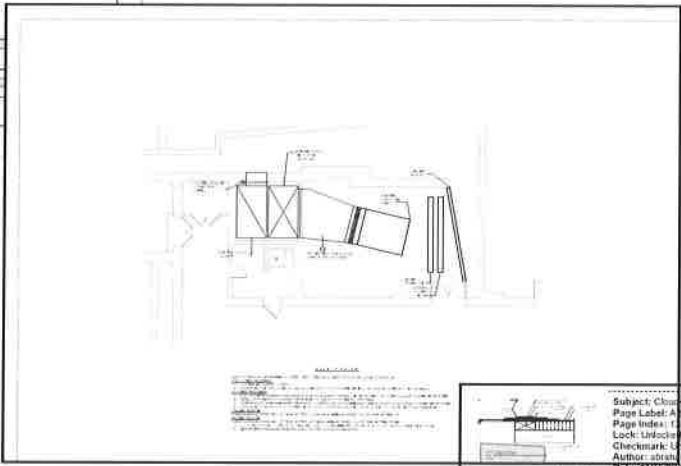
Type of Work Observed Being Performed: _____

Special Materials Used And Location of Work Performed (Indicate by Area, Number, Grid, NAD or reference mark): _____

General Remarks (Additive Safety, Schedule, Quality, & Safety): _____

Inspector: _____

Contract No.: _____



Subject: Cloud+
 Page Label: A-4
 Page Index: 1
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 Checkmark: Unchecked
 Author: abrahamra
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 Creation Date: 11/15/2019 11:37:31 AM
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 Measurement: 1 Count
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 File Name: BI-RS-357_SD_Drawings Package 2.pdf

Provide title for this detail

Subject: Cloud+
 Page Label: A2.1
 Page Index: 10
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 Measurement: 1 Count
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 File Name: BI-RS-357_SD_Drawings Package 2.pdf

In this an overflow roof drain in a combination ROOFED? This needs to be clarified. Typical throughout the documents.

Subject: Cloud+
 Page Label: Coverpage
 Page Index: 1
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 Measurement: 1 Count
 Capture: No
 File Name: BI-RS-357_SD_Drawings Package 1.pdf

Please use building number 41824

SAMPLE PROJECT FORMS

Sample Monthly Report

The collage displays several key project documents:

- Cover Page:** Features the STV logo, DPM logo, and a photograph of the school building under construction. Text includes "Anna H. Dickwell Elementary School" and "Ralph M. T. Johnson Elementary School".
- Table of Contents:** Lists sections such as Executive Summary, Organization, Schedule, Construction Phase, and Project Status.
- Project Photo Page:** Includes the heading "Project Photo - Johnson School" and several photographs showing construction progress on-site.
- Cost Estimate Table:** A large table with multiple columns for item descriptions, quantities, and costs, used for budgeting and tracking expenses.

Sample Cost Estimate

The detailed cost estimate section includes:

- Summary Table:** A table with columns for Item, Amount, and Budget. It lists various construction items and their associated costs.
- Granular Table:** A table with columns for Description, Quantity, and Unit Price, providing a breakdown of costs for individual materials and labor.



PROJECT TEAM

STAFFING PLAN

STV|DPM uses a collaborative, process-driven approach to ensure all projects are delivered on time and within budget. We understand that our role is to be the team builder and facilitator to ensure proper communications and clarity throughout the process. Our approach results in a smoother, more stable and predictive project; as a current municipal client recently said, "everything is so much calmer, now that you have taken over the project."

Please find a representative Organizational Chart as well as resumes on the next page:

The Newington Public School Team

Our staff is comprised of professionals with experience in real estate, architecture, engineering, interior design, space planning, FF&E coordination, move planning, construction and facilities management.



PRINCIPAL-IN-CHARGE/QA/QC
Bill Clegg, FIIDA, LEED® AP

PROJECT MANAGEMENT STAFF

Scott Pinckney, LEED® AP
Project Executive

Andrew Gentile, MCPPO
Senior Project Manager

Santiago Bolanos
Project Manager

SUPPORT STAFF

Geralyn Hoerauf, AIA, LEED® AP
Senior Project Manager

Richard Davidow
Senior Project Planner

James Marquis
Project Manager

ADDITIONAL STV IN HOUSE TECHNICAL RESOURCES (AS NEEDED)		
<p>Peer Review</p> <ul style="list-style-type: none"> Civil/Site Investigation Specifications Electrical Mechanical Plumbing/Fire Protection 	<p>Structural</p> <ul style="list-style-type: none"> Constructability Review Environmental/Construction Mitigation Hazmat Abatement Permitting and Licensing Facilitation Interdepartmental and Site Coordination 	<p>Architecture</p> <p>Project Controls</p> <ul style="list-style-type: none"> Document Control Design Facilitation Construction Cost Event Management <p>Commissioning</p>



SCOTT PINCKNEY, LEED® AP

Project Executive

Mr. Pinckney is a project executive with more than 20 years of experience providing services to clients in the educational, industrial, municipal, commercial, nonprofit, and life sciences markets. Providing Owner's Project Management services, Mr. Pinckney has proven skills in strategic planning, advanced team leadership, budget and schedule creation and management, project team selection and coordination, and development of cost controls. He is also responsible for communication and coordination between the owner, stakeholders, and the design and construction teams. Mr. Pinckney also has extensive expertise in sustainable design and construction, complex project planning and coordination, as well as the rapid assessment and recovery of complex project issues.

EDUCATION

Bachelor of Arts, Environmental Studies; University of Connecticut (1994)

PROFESSIONAL ACCREDITATION/TRAINING

LEED Accredited Professional (AP) (2006)

OSHA 30-Hour Construction Health and Safety

MEMBERSHIPS:

Connecticut Green Building Council

Standing Building Committee Member, Town of Guilford, CT

Strategic Planning Committee Chair, Guilford Public Schools

High School Design Review Committee Chair, Guilford Public Schools

High School Building Committee Chair, Guilford Public Schools

INDUSTRY EXPERIENCE

24 years

WITH FIRM

21 years

PROJECT EXPERIENCE

Town of Bethel Johnson & Rockwell Elementary Schools

Executive oversight of team providing OPM services for the duration of construction at the Anna H. Rockwell and R.M.T Johnson Elementary Schools in Bethel CT. The existing R.M.T Johnson Elementary School was constructed in 1980 and currently serves 450 students in Grades 4 and 5. The project consists of a comprehensive renovation, addition, and associated site improvements to the existing 56,297 SF elementary school and 14 acre site. The renovation to new condition will expand the school to serve grades 3, 4, and 5. The existing Anna H. Rockwell Elementary School was constructed in 1971 and currently serves 400 students in Grades K-3. The project consists of a comprehensive renovation and associated site improvements to the approximately 57,000 SF elementary school and 24 acre site. The renovation to new condition will be completed serve grades K-2. The buildings will be occupied by students and faculty over the duration of the 24 month project.

Town of Guilford New High School Design and Construction

Oversaw the design and construction of a new 225,000-sf high school in Guilford, CT, on the occupied, active of the old school. The \$92.2 million project includes the demolition of existing, contaminated buildings. Mr. Pinckney's responsibilities include due diligence, referendum management, media relations, and local and state agency coordination, along with full scope, budget, and schedule oversight. This complex, highly sustainable project was delivered on time and under budget.

CREC - Stratford High School

Scott is providing executive oversight for the project manager providing FF&E and Move Management services for the Stratford High School Addition and Renovation project.

Connecticut Division of Construction Services - Eastern Connecticut Fire School

Providing OPM services as part of an On-call with the state, for a new Eastern Connecticut Fire School. This project includes, but is not limited to, the construction of a new Administration and Education Facility, construction of a new Vehicle Maintenance Facility, construction of a new Class A Burn Building, construction of a new Training Tower, construction of new Rehab Pavilions, construction of new driveways and parking areas, and work involving various new fire training props.

Town of Bloomfield Facilities Improvements for the Department of Public Works

Providing OPM services to the Town of Bloomfield for the expansion and renovation of their public works facility. Included in this project are site work and



SCOTT PINCKNEY, LEED® AP
Project Executive

infrastructure modifications, renovations of the administrative building and the expansion of the facilities vehicle maintenance area while increasing vehicle and materials storage. The project is also addressing ADA and safety improvements and adding a new fuel island for the facility.

North Haven Police Department

Scott is providing executive oversight for the renovation of the North Haven Police Department. The North Haven Police Department project consists of a comprehensive renovation to the existing 17,920 SF police department along with a 9,830 SF addition and associated site improvements. Construction began in February of 2018 and is set to complete in early February of 2019. The overall project cost is \$15,000,000.00.

STV|DPM provided oversight throughout the design phase, review of bids, and initial budget oversight. We have also been leading the OAC meetings and providing meeting notes.

During the construction phase we are responsible for onsite construction oversight, as well as contracting out the special inspections and abatement monitoring services. We are also responsible for all coordination between the General Contractor, and the Town of North Haven as well as the North Haven Police Department.

University of Hartford Library

Scott provided executive oversight during pre-construction, construction administration, furniture, fixtures and equipment coordination, and move management services for the extensive project, which involves multiple library facilities across the college grounds. The three-part project consisted of the expansion of the Harrison University Libraries building, the renovation and expansion of the Mortensen Library, and the relocation of the Allen Library to the new space within the Harrison Libraries Building.

STV|DPM assisted with the selection of the project team and together they executed the project taking special considerations to minimize disruption in the occupied spaces as school was in session during most of the construction as well as during the move.

STV|DPM has had a long standing relationship with the University of Hartford and has provided owner's representation services on a multitude of campus capital improvement projects.



ANDREW P. GENTILE, MCPPO

Senior Project Manager

Mr. Gentile is a Senior Project Manager with more than 20 years of experience overseeing planning and programming, budgets, schedules, design development, bidding, and construction activities for primarily educational clients. He is skilled in directing the selection of furnishings, fixtures, and equipment (FF&E) and vendors during renovation, expansion, and relocation assignments, and at directing and coordinating on-site activities. Mr. Gentile is experienced reviewing contract documents, soliciting bids, and negotiating contracts; scheduling and providing technical support for labor; and handling correspondence, daily logs, and buy-outs for subcontractors. His background also includes design and providing move management and FF&E liquidation services.

EDUCATION

Bachelor of Science - Construction Management

Associate Degree - Architectural Engineering Technology

Wentworth Institute of Technology

PROFESSIONAL ACCREDITATION/TRAINING

Massachusetts Certified Public Purchasing Official

OSHA 30-Hour Construction Health and Safety

INDUSTRY EXPERIENCE

20 years

WITH FIRM

1 year

PROJECT EXPERIENCE

City of North Adams - Colegrove Park Elementary School – North Adams, MA

Served as the owner's representative during the renovation of a 77,000 gsf 100-year-old elementary school. This challenging renovation necessitated the historical preservation of the exterior while bringing the current building up to code and providing state of the art teaching spaces for the students.

Town of West Springfield – High School – West Springfield, MA

Provision of owner's representation services during the construction of a new 275,000 gsf high school which includes a swimming pool/natorium and athletic complex and was designed and constructed in accordance with the Massachusetts Collaborative for High Performance (MA-CHPS) standards.

Southwick-Tolland-Granville Regional School District – Multiple Projects – Southwick MA

Provisions of project management services for multiple projects for the Southwick- Tolland-Granville Regional School District. Projects included the 315,000 gsf renovation and addition of the District's high school as well as the renovation of its middle and elementary school and the installation of a new synthetic running track.

Amherst Pelham Regional Middle School – Amherst, MA

Provision of owner's representation services during the window replacement project as part of the Massachusetts School Building Authority Green Repair Program.

City of Easthampton – East Hampton High School – Easthampton, MA

Provisions of Owner's Project Manager during the construction of a new 85,000 gsf high school which will serve to address issues relating to the lack of adequate classroom, laboratory, media, arts, guidance, office, library, and storage spaces as well as inadequate HVAC systems & controls and handicapped accessibility.

CRDA - Police Athletic League

STV has been involved in reviewing the plans that were developed over 2 years ago and make sure they meet both the PAL's current needs as well as the Police Academy's. Since the drawings were completed 2 years ago, the PAL has requested several additional scope changes including: Cosmetic upgrades to the Auditorium (seating, carpet, wall coverings) Cosmetic improvements in both gymnasiums to include new lighting, bleachers and divider curtains, Building security system including CCTV's, Building wide access controls, New Gymnasium roof top air handling units, Replacement of all existing air handling units, New gas fired boilers and hot water heaters, New energy management



ANDREW P. GENTILE, MCPPPO

Senior Project Manager

system for all new mechanical equipment. Another big requirement for the project is the use of the Neighborhood Security Fellowship Program/CWP Jobs funnel. The Neighborhood Security Fellowship Program is a pilot program designed to foster neighborhood safety in urban environments and serve as a blueprint to reduce neighborhood gun violence statewide. The program must, among other things, (1) identify and recruit certain at-risk individuals to participate as fellows, (2) coordinate training, and (3) assist in work placement.

CRDA - Multiple Projects

CRDA has also requested STV's services on a number of additional projects, including:

XL Center

Relocation and Replacement of main ice chiller and Engineering Shop.

Charter Oak Health Center

CRDA is providing \$500,000 of funding for this project. STV was tasked with ensuring that the funds were spent on external (site) improvements only.

Extension of Naugatuck Street

CRDA is funding the extension of Naugatuck Street in Hartford's North end, concurrently Toraal Development will be developing 14 two family homes on this property.

Goodwin College Storm Water Projects

CRDA is funding the installation of a new storm water infrastructure between Main Street and Rt 2 on property now owned by Goodwin College for their future master plan. STV is providing OPM oversight for this work.

Data Center Demo

CRDA intends to demo this building and provide a possible parking structure on the current site. STV is providing OPM oversight for this work.

200 Church Street Parking Garage

The parking garage at 200 Church Street and is undergoing renovations, repairs and replacement of concrete, waterproofing traffic bearing membrane, stairwell railings and associated drainage piping on all 7 levels of this garage.

Showcase Cinemas Demo East Hartford

CRDA is developing the former Showcase Cinemas site in East Hartford. The plans call for abatement and demolition of the building to allow for future development. STV is providing OPM oversight for this work.

NXTHVN

Founded by artists Titus Kaphar and Jonathan Brand in 2015, NXTHVN, currently in development, is an ambitious art space housed in a former manufacturing plant in the Dixwell neighborhood of New Haven, Connecticut. Deborah Burke Partners of New York is the designer of record and Leibo Brothers Management out of New Haven is the Construction Manager. In February of 2018 the original design and budget were around \$4,000,000. Since then, the project has doubled in size and cost. With this comes the complexity of managing the budget, schedule and quality of work. The owner felt overwhelmed with overseeing this task, and the designers being out of New York were not close enough to keep an eye on the day to day operations. With a little less than 4 months until substantial completion, STV was hired to provide Owner's Project Management Services to bring the project across the finish line.



SANTIAGO BOLANOS

Project Manager

Mr. Bolanos is a project manager experienced in construction administration and move management for education, commercial, and residential clients and projects. His experience encompasses new construction, facility renovations, property management maintenance, and project estimating. He effectively coordinates & communicates with clients, inspectors, subcontractors and other team members, to complete projects on time and within budget.

EDUCATION

Bachelor of Science, Civil and Environmental Engineering;
University of Tennessee

PROFESSIONAL ACCREDITATION/TRAINING

E.I.T./E.I. Engineering Intern

First Aid CPR, AED program,
Lifeguard medical solutions,
TN20087

OSHA 30-Hour Construction
Health and Safety

LANGUAGES

English / Spanish / Portuguese

PUBLICATIONS

Mark B. Whitaker Water Treatment
Plant: Maintaining History with
Modern Advancements American
Water Works Association

INDUSTRY EXPERIENCE

6 years

WITH FIRM

1 year

PROJECT EXPERIENCE

NXTHVN

Founded by artists Titus Kaphar and Jonathan Brand in 2015, NXTHVN, currently in development, is an ambitious art space housed in a former manufacturing plant in the Dixwell neighborhood of New Haven, Connecticut. Deborah Burke Partners of New York is the designer of record and Leibo Brothers Management out of New Haven is the Construction Manager. In February of 2018 the original design and budget were around \$4,000,000. Since then, the project has doubled in size and cost. With this comes the complexity of managing the budget, schedule and quality of work. The owner felt overwhelmed with overseeing this task, and the designers being out of New York were not close enough to keep an eye on the day to day operations. With a little less than 4 months until substantial completion, STV was hired to provide Owner's Project Management Services to bring the project across the finish line. STV is tasked with helping the Construction Manager develop a realistic schedule that brings the project in on time and gives the owner the ability to track on a weekly basis exactly where the project is relative to overall completion date.

The Waterbury Development Corporation Project Manager

Lead a 46M-dollar project to design and build a new Prek-8th school under the CMAR delivery method for the City of Waterbury. Responsibilities included: Obtaining state approvals, controlling project budget, program management for all project phases, mitigate risk, verify construction conformance to design specification, track progress and coordinate contracts, review RFI and control all change order approvals. Served as the City representative before the state, local agencies all consultants and contractors.

Project Manager for large capital projects in Waterbury, CT. Completed the construction of the Consolidated Department of Public Works (May 2017- May 2018), (\$35M). 18 month construction project that included environmental site remediation of an 8 acre site, and the construction of a state of the art 150K SFT facility for vehicle maintenance repairs, administrative offices and vehicle garages, etc.

Project Manager for brownfield remediation projects in Waterbury, CT. Oversee the demolition, abatement and remediation projects throughout the City of Waterbury to expand redevelopment opportunities within the City. Interact with state and federal environmental agencies and consultants to obtain permits and produce specifications and environmental site assessments prior to demolition activities.



SANTIAGO BOLANOS

Project Manager

The Knoxville Utilities Board (KUB)

Project Manager

Managed capital improvement projects ranging from \$1M to \$15M at water and wastewater treatment plants, including 10+ year, \$100M long-range plan of water infrastructure in Knoxville, TN. Act as the owner liaison during design and construction of new facilities and retrofits of existing plant processes. Provided construction oversight, inspected construction sites, and resolved construction and design issues on site.

- Managed the construction of a disinfection system conversion for the Knoxville Water treatment plant "Mark B. Whitaker" (60+ MGD) from chlorine gas based to liquid Hypochlorite while maintaining uninterrupted water production (5 US Million). Maintain compliance with contract specification through daily construction inspections. Review RFIs and provide clarification to contractors. Reduced construction delays, negotiated change orders and supervised process start up.
- Managed projects in retrofit of electric switchgear, substation upgrades, pole replacement, 3 phase power lines, and more, at the water and wastewater treatment plants.
- Assisted managing and inspecting construction of a low lift pump station, bypassing existing treatment process in difficult geological location presenting many construction and operational challenges (14 US Million).
- Assisted in the deployment of a system wide Asset Management System for the Utility company to manage and maintain assets and implement O&M procedures.
- Other Experience: Facilities master planning, root cause analysis, vulnerability assessments, piping corrosion control improvement programs, SCADA data analysis, GIS mapping, permitting with municipal and government agencies, Hydrologic modeling by use of HEC-HMS and HEC-RAS, BIM, CAD, budgeting and financial planning for capital and O&M programs, Leadership.



GERALYN HOERAUF, AIA, LEED® AP

Senior Project Manager

Ms. Hoerauf is a Senior Project Manager with more than 30 years of experience directing diverse project teams and serving as the owner's representative for clients in the academic, healthcare, corporate,, municipal, and non-profit markets. As a seasoned owner's project manager she has managed the design, bidding, and construction phases; furnishings, fixtures, and equipment (FF&E) selection; and vendor and relocation requirements for a variety of complex renovation, relocation, and new construction projects. Ms. Hoerauf assembles, directs and coordinates the activities of project teams to ensure that assignments progress on schedule and within the prescribed budget.

EDUCATION

Bachelor of Architecture;
University of Notre Dame

PROFESSIONAL ACCREDITATION/TRAINING

Registered Architect: Connecticut
(#ARI.0003710/exp. 7/31/19)

LEED Accredited Professional (AP)
(#10283888); U.S. Green Building
Council

OSHA 30-Hour Construction
Health and Safety

Certificate in Fundamentals of
Construction Management; GPRO
(2013)

MEMBERSHIPS

American Institute of Architects
(AIA)

Connecticut Society of Architects

INDUSTRY EXPERIENCE

36 years

WITH FIRM

11 years

PROJECT EXPERIENCE

Town of Bethel Johnson & Rockwell Elementary Schools

Providing OPM services for the duration of construction at the Anna H. Rockwell and R.M.T Johnson Elementary Schools in Bethel CT. The existing R.M.T Johnson Elementary School was constructed in 1980 and currently serves 450 students in Grades 4 and 5. The project consists of a comprehensive renovation, addition, and associated site improvements to the existing 56,297 SF elementary school and 14 acre site. The renovation to new condition will expand the school to serve grades 3, 4, and 5. The existing Anna H. Rockwell Elementary School was constructed in 1971 and currently serves 400 students in Grades K-3. The project consists of a comprehensive renovation and associated site improvements to the approximately 57,000 SF elementary school and 24 acre site. The renovation to new condition will be completed serve grades K-2. The buildings will be occupied by students and faculty over the duration of the 24 month project.

Town of Newtown High School Auditorium Renovation

Provided management of the planning, design, and renovation of a 900-seat high school theater in Newton, CT, including the auditorium, stage, and backstage areas. The project included upgrades to building infrastructure and brought the auditorium into compliance with accessibility guidelines. Project responsibilities included ensuring compliance with all requirements of the State of CT Office of School Construction Grants.

Town of Newtown Sandy Hook Elementary School

Provided comprehensive management of the planning, design and construction phases for a new 87,000sf Pre-K thru 4th grade, state-of-the-art elementary school completed and occupied for the 2016-2017 academic year. The project incorporated the new Connecticut School Safety Infrastructure Standards and the latest FEMA and Homeland Security standards for school design. The project is currently under review for LEED Gold certification through the USGBC.

NCC Center for Science, Health, and Wellness

Assisted the Norwalk Community College (NCC) Foundation during the construction of a new 49,000-sf center for Science, Health, and Wellness on the NCC West Campus in Norwalk, CT. Ms. Hoerauf conducted a complete inventory of existing furniture and equipment for three departments, coordinated the specification of all new equipment for the building, assisted NCC's purchasing department with procurement, managed delivery and installation of all FF&E, and managed multiple phased moves of staff and contents into the new center.

YNHH Greenwich Hospital - Medical Office Building, 500 West Putnam Ave, Greenwich

Providing comprehensive project management services during the planning, design and construction of a 55,000sf tenant improvement project on two



GERALYN HOERAUF, AIA, LEED® AP
Senior Project Manager

floors. Services include equipment and FFE planning, oversight of the landlord construction team, budget updates, equipment procurement and occupancy management.

YNHH - Medical Office Building, 90 South Ridge Street, Rye Brook NY

Provided comprehensive project management services during the planning, design and construction of a 24,000sf tenant improvement project. Services include equipment and FFE planning, management of the construction team, budget updates, equipment procurement and occupancy management.

TheaterWorks Renovation Phase II

Providing owner's representation services for the planning, design, and renovation of the historic City Arts on Pearl building in downtown Hartford, CT. The project is underwritten by a grant from the State of Connecticut Department of Economic and Community Development. Services include oversight of the design-build team, budget development and management, responsibility for the project schedule and oversight of the construction phase and close-out.

Hooker & Holcombe Office Relocation and Renovation

Provided feasibility planning and site selection services for the relocation of a 50-person staff in West Hartford, CT. Ms. Hoerauf managed the design and renovation of a 14,000-sf office space, including FF&E selection, specifications, and installation. During this effort, she also oversaw a four-phase construction and relocation plan.

Connecticut Innovations, Inc. Jackson Laboratory for Genomic Medicine

Representing the lender during construction of the Jackson Laboratory for Genomic Medicine at the University of Connecticut Health Center in Farmington, CT. Ms. Hoerauf is monitoring construction and FF&E procurement, and is also reviewing applications submitted under a \$145 million facility loan and \$46.7 million FF&E loan. The 173,000-sf laboratory facility will specialize in advanced genomics research; genome-based medicine; and DNA, stem cell, and bioscience medical research. The project achieved LEED Gold certification.

Town of Newtown Municipal Buildings Strategic Plan

Provided program management services for the development of a long-range strategic plan to guide and determine the future use of municipal and school district building assets in Newtown, CT. Facilitated the work of a volunteer advisory committee and managed the initial building inventory. Project responsibilities included the selection and management of consultants, coordination of facility condition assessments and space needs programming, and preparation of the final comprehensive written plan.

Town of Newtown Community Center

Managed the planning and pre-construction phases of a new 40,000-sf community and aquatic center in Newtown, CT. The project is underwritten by a grant from the GE Foundation and will include community spaces, two pools, and a dedicated senior center. Project responsibilities included the ongoing facilitation of a volunteer citizen advisory committee over multiple iterations of the project scope, reporting directly to the First Selectman.

Hartford Stage Theater Renovation and Lobby Expansion

Provided project management services for the planning, design, and construction of a 40,000-sf theater renovation and lobby expansion in downtown Hartford, CT. Ms. Hoerauf coordinated the documentation required by the Connecticut Department of Economic Development in support of a \$2 million state grant for the project.



RICHARD DAVIDOW

Senior Project Planner

Mr. Davidow is a Senior Project Planner with 18 years of experience providing for the effective oversight of design, bidding, construction, and vendor activities, as well as the selection of furnishings, fixtures, and equipment (FF&E), for academic, corporate, healthcare, municipal, and nonprofit clients. He directs and coordinates activities to keep projects on schedule and within budget. Mr. Davidow's focus and experience provides him with a strong working knowledge that enables him to manage new construction, renovations, and relocations. He is skilled at generating and maintaining the overall move schedules to integrate lead-time and critical path items, including the delivery and installation of furniture, as well as mover coordination with construction completion and final facility fit-out. Mr. Davidow has also been responsible for the contractor RFP and selection process, as well as contracting and construction oversight.

EDUCATION

Bachelor of Science, Marketing;
Central Connecticut State College

PROFESSIONAL ACCREDITATION/TRAINING

Construction Management;
University of Hartford Construction
Institute

OSHA 30-Hour Construction
Health and Safety

INDUSTRY EXPERIENCE

18 years

WITH FIRM

12 years

PROJECT EXPERIENCE

Town of Bloomfield Facilities Improvements for the Department of Public Works

Providing OPM services to the Town of Bloomfield for the expansion and renovation of their public works facility. Included in this project are site work and infrastructure modifications, renovations of the administrative building and the expansion of the facilities vehicle maintenance area while increasing vehicle and materials storage. His project is also addressing ADA and safety improvements and adding a new fuel island for the facility.

Connecticut College Life Sciences Department Renovation and Expansion

Oversaw furniture installation as part of owner's project management (OPM) services for the renovation and expansion of the Life Sciences Department on the Connecticut College campus in New London, CT. The project involved renovating the circa 1914, 25,500-sf New London Hall and attached 3,200-sf greenhouse, and constructing a 13,600-sf addition.

Yale New Haven Health

Responsible for the oversight of the project from initial scope and budget development, project approval, and construction and budget oversight. This included the "super clean" of 19 Operating Rooms which included new floors and protective wall coverings while adding electrical and moving various technology based on the individual room requirements. This also included the total demolition of two rooms and creating a new OR in that space providing all necessary equipment and workflow requests by the staff. . In addition we renovated the PACU over a 17 day period to minimize the impact to the day to day work flow. All of the above completed while the operating department remained open and still complying with the local codes and ICRA requirements.

Amherst College

Providing FF&E services for the new 245,000sf, interdisciplinary Science Center that will house state-of-the art teaching and research facilities. Specific responsibilities include full procurement, COM management, installation oversight and punchlist/closeout/invoice auditing.

Choate Rosemary Hall - Colony Hall

Providing FF&E services for the new 50,000sf Ann and George Colony Hall. Colony Hall will house an auditorium where the entire school can gather. In addition to the auditorium, the building will have dedicated spaces for dance and music.



RICHARD DAVIDOW
Senior Project Planner

Choate Rosemary Hall - Lanphier Center

Provided FF&E services for the new 34,000-sf Cameron and Edward Lanphier Center for Mathematics and Computer Science on the Choate Rosemary Hall campus in Wallingford, CT. Choate is a private college preparatory school. The state-of-the-art building houses 12 classrooms, labs and workspaces, a 50-seat conference facility, faculty offices, and a café.

Choate Rosemary Hall - St Johns Hall

Provided FF&E services for the new St. Johns Hall Student Center, containing state of the art conference spaces, reading room, game room, media room, café and office spaces.

Yale New Haven Health - Signage

STV|DPM is working with YNHH to unify the entire YNHH network currently operating under individual hospital names. STV|DPM is working as a representative of the YNHH facilities department working with the YNHH marketing department and their rebranding consultant seeing to it that all the locations have been addressed, all the copy is correct and consistent and ready for production. Included in this process, is to solicit and evaluate bids in an extensive RFP process, coordinating the approval process with stakeholders and landlords, project schedule and the oversight of the new signage installation.

Norwalk Community College Construction Oversight and Relocation Services

Managed the delivery and installation of all FF&E in multiple phased moves of staff and contents into a new 49,000-sf Health and Science Building on the Norwalk Community College West Campus in Norwalk, CT.

Connecticut DAS H. H. Ellis Technical High School New Construction and Renovation

Coordinated with approved vendors, consultants, and school staff to provide specifications for shop equipment and classroom furniture for the 5-phase renovation and expansion of Harvard H. Ellis Technical High School in Danielson, CT. Mr. Davidow oversaw move management and the procurement, receipt, and installation of FF&E for the Connecticut Department of Administrative Services (DAS) project, which was completed a year ahead of the original schedule.

Choate Rosemary Hall Headmaster's House

Provided move management services to Choate in support of the on-campus relocation of the school's Headmaster and his family from a 5,600-sf residence to a new 7,500-sf residence. Choate is a private college preparatory school in Wallingford, CT.

NHPS The Davis Street School Relocation

Managed the move of The Davis Street Arts and Academics School in New Haven, CT, for New Haven Public Schools (NHPS). Mr. Davidow provided oversight for the furniture inventory, as well as the relocation of staff and school contents. The school serves 525 pre-K through fifth grade students.

Yale University Consolidation of Art and Architecture Buildings

Coordinated the consolidation of the History of Art, School of Architecture, and four libraries into one building at Yale University in New Haven, CT. Mr. Davidow was responsible for the movement of computers and library collections, the installation of FF&E, and the rigging of large shop machinery.



JAMES MARQUIS

Project Manager

Mr. Marquis is a project manager experienced in overseeing construction administration and move management activities for education, commercial, and residential clients and projects. His experience encompasses new construction, facility renovations, property management maintenance, and project estimating. Mr. Marquis is also a skilled carpenter whose knowledge extends to a wide range of construction materials, tools, industry practices, and building codes and specifications. He effectively coordinates with clients, inspectors, subcontractors and other team members, to complete projects on time and within budget.

EDUCATION

Bachelor of Science, Construction Management; New England Institute of Technology (2014)

PROFESSIONAL ACCREDITATION/TRAINING

OSHA 30-Hour Construction Health and Safety

INDUSTRY EXPERIENCE

10 years

WITH FIRM

3 years

PROJECT EXPERIENCE

Connecticut Division of Construction Services - Eastern Connecticut Fire School

Providing OPM services as part of an On-call with the state, for a new Eastern Connecticut Fire School. This project includes, but is not limited to, the construction of a new Administration and Education Facility, construction of a new Vehicle Maintenance Facility, construction of a new Class A Burn Building, construction of a new Training Tower, construction of new Rehab Pavilions, construction of new driveways and parking areas, and work involving various new fire training props.

Connecticut Department of Energy and Environmental Protection Hammonasset Beach State Park Electrical Upgrades

Oversaw construction administrative services for the replacement of the primary and secondary utility systems at Hammonasset Beach State Park in Madison, CT, for the Connecticut Department of Energy and Environmental Protection (DEEP). Project activities at the state's largest shoreline park, featured over 2 miles of beach on Long Island Sound, including coordinating with the local power utility for transformer and primary/secondary conductor installation, as well as modifying or replacing the park's water piping, natural gas, telephone, and electrical distribution systems. Mr. Marquis managed a team of subconsultants and making sure all project activities were performed in keeping with contract specifications. He was also responsible for monitoring general contractors, scheduling construction activities, and reviewing shop drawings, equipment submittals, billings, and change orders.

CT DAS - Fats, Oils, Grease Separators (FOGS)

Provided construction administration services as part of a current on-call contract. The project involved the removal of existing grease interceptors and the installation of new external grease tanks along with associated piping, improvements, finishes, etc. This work was being done at two schools in Connecticut simultaneously.

NHPS Move Management

Assisted in planning move management activities during the relocation of 4 schools in New Haven, CT, for the New Haven Public Schools (NHPS) system. New Haven Academy high school will be relocated into a new building, while three preschools will be co-located into a single new building. Both facilities will be furnished with new furniture, fixtures, and equipment. Mr. Marquis is responsible for meeting with teachers, administrators, and staff to coordinate the move schedule. He is also managing the relocation of all materials and furnishings from the old schools into storage, to be either used at other district schools or for eventual disposal.



JAMES MARQUIS

Project Manager

Bildner Capital Corporation – Site Development and Construction

Assisted with the management of planning and development and construction of a design build 11 acer site for the purposes of a self-storage facility that consists of four buildings totalling 87,000-sf.

MB Aerospace East Granby – Renovation and Building Expansion

Assisted with all aspects of the renovation of 6,300 SF to the existing office space and the addition of 4,350-sf of new office space.

CIFC Greater Danbury Community Health Center

Assisted the team in charge of overseeing QA services for the construction of a ground-out, 4-story, 35,810-sf medical facility in Danbury, CT.

CT Transit

Provided complete move management services of CTtransit's bus maintenance facility and administrative offices. CTTransit provides fixed route bus service within 53 towns in the Hartford, New Haven and Stamford metropolitan areas. Special considerations had to be taken during the move process to ensure interruptions of the daily maintenance shop work and other company operations were minimized.

Dream Developers Edgewater Hill Residential Complex

Contributed to the Phase I construction of the new Edgewater Hill residential community in East Hampton, CT. The project, when complete, will encompass commercial, residential, and generous green space in a 74-acre mixed-use development adjoining State Route 66. Mr. Marquis helped to frame the primary structures of five 2-story apartment buildings, install siding and exterior trim, and frame and install decks.

WHY STV|DPM?

Past Project Evaluation Comments:

"This project was challenging when it came to the demands of scheduling code inspections as well as special inspections and materials testing. All aspects of this work were **performed near flawlessly** by the CA."

"**Scott Pinckney** had a very good understanding of the **contract documents** and followed through with the G.C. to ensure documents were adhered to."

"**Very proficient** and kept track of all submittals and schedules."

"**Change orders** were thoroughly reviewed, provided additional assistance to the G.C. with regards to filling out forms and working with PMWeb."

"...**Costs** were **minimized** and reviewed thoroughly, change orders were issued in an expedient manner."

"...Was very efficient and **executed the project with authority**."

"...performed the project management and the compliance process with **very efficient control techniques**."

"The communication process was **managed very effectively** and the work progressed without incurring any major issues"

"The RFI process was managed with **excellent efficiency**."

"All PCO, CO and scheduling impacts were **well documented and managed very efficiently**. The documents were well supported with all the necessary backup recommendations"

"...was very attentive to close the project out timely and **in record time**."



PROPOSED FEE

This agreement is made this ___ day of **April 2020**, between **STV Construction, Inc. d/b/a STV|DPM** ("STV|DPM") and **The Town of Newington** ("Client").

TIMELINE

The estimated timeline for performance of services is April 15th, 2020 through November 15th, 2020.

FEES

Based on the scope and schedule listed above, fees will be \$124,299 plus estimated reimbursable expenses of \$4,500, for a total of \$128,799. Billing will be monthly, in the amount of \$19,800. The invoices for April and November will be for \$5,000 – reflecting a partial month's work. Additional services will be based on the rates listed below.

Hourly Personnel Rates	2020
Senior Vice President	\$274/hr
Principal / Vice President	\$251/hr
Project Executive	\$222/hr
Project Director	\$205/hr
Senior Project Manager / Software Engineer	\$184/hr
Change Management Advisor	\$170/hr
Senior Project Planner	\$148/hr
Project Manager	\$131/hr
Assistant Project Manager	\$98/hr
Administrative / Clerical	\$81/hr

The parties agree that the attached terms and conditions shall apply to this contract. If the parties have not otherwise executed this document, client, by allowing STV|DPM to commence its services, shall be deemed to have accepted all the terms and conditions contained herein and no other terms or conditions

Authorized STV DPM Signature	Date	Authorized Client Signature	Date
Robert Keeley, Senior Vice President			
Print Name and Title		Print Name and Title	

TERMS AND CONDITIONS

- 1. STV|DPM's Services:** STV|DPM has agreed to provide certain project management and advisory services to Client ("Project Management Services"). In rendering its Project Management Services, STV|DPM shall make every reasonable effort to perform them in a well-organized, efficient and timely manner consistent with that level of skill and care customarily exercised by members of STV|DPM's profession practicing at the same time and locality as STV|DPM performs its services hereunder. Client understands and acknowledges that although STV|DPM may employ and manage its own personnel and independent contractors who may have various licenses and professional or industry qualifications, STV|DPM has not offered to and is not providing professional or any other licensed services, real estate or insurance brokerage services, architectural, engineering or construction services ("Professional Services") to Client hereunder. Although STV|DPM may perform Project Management Services at Client's site, it is understood and agreed that STV|DPM shall have no control over, or be considered in charge of, construction means, methods, techniques, sequencing or procedures, nor shall STV|DPM be responsible for suggesting, implementing or monitoring safety precautions or programs. Responsibility for the acts and omissions of others on the project site, such as architects, engineers, contractors, vendors, Client's own personnel and the employees, agents of any of the foregoing shall be that of the respective parties. STV|DPM shall act as Client's agent with full authority on Client's behalf for all matters incidental to the Project Management Services to which this instrument relates. STV|DPM may engage the services of other persons or entities on behalf of Client, but such persons and entities shall be deemed engaged and managed by Client. In addition, Client acknowledges it has directed STV|DPM to use certain third-party software (the "Software") in the performance of the Services for this Project. Accordingly, while STV|DPM and Client will be relying on the Software, Client acknowledges and agrees that STV|DPM does not have control over whether the Software will continually and satisfactorily perform during this contract period and STV|DPM shall not be responsible for the performance, failure to perform, or delay caused by the equipment or software which the parties are relying. STV|DPM makes no warranties of any kind, either expressed or implied, regarding the Software.
- 2. Cooperation:** STV|DPM shall at all times have access to the project site, and may visit the project site as it deems necessary. Client shall furnish STV|DPM, at no cost, with such plans, surveys, studies, tests and any other documents as will assist STV|DPM in accomplishing its work and STV|DPM shall be entitled to reasonably rely upon the same. Client understands and agrees that it must obtain all permits, licenses, landlord consents, union approvals and all other permissions necessary for STV|DPM's performance of Project Management Services, it being agreed that Client and/or its architects, engineers, other consultants, contractors, and subcontractors are responsible for applying for obtaining, keeping in force and assuring compliance with all such permits as well as for the necessary final inspections, occupancy permits and the like to satisfy the requirements of such permits and all laws, regulations, codes and ordinances and or bylaws relating thereto. Further, Client acknowledges that STV|DPM does not render legal or code compliance advice and all such matters are entirely the responsibility of the Client and/or its other consultants. Client agrees and warrants that it will not ask or require STV|DPM to do anything that would be contrary to the requirement of any permit, law, regulation, ordinance, bylaw, code or judicial or administrative order applicable to STV|DPM's performance of Project Management Services.
- 3. Fees and Payment:** The Client shall pay STV|DPM for its services and reimbursable costs in accordance with the fees and cost provisions stipulated in other provisions of this Agreement. Billing shall be bi-weekly and payment shall be due upon receipt. Interest will accrue daily, after 30 days at an annual rate of eighteen percent (18%) or, if less, the highest rate of interest allowable by law. STV|DPM reserves the right to increase its hourly billing rates in January of each year.
- 4. Default and Termination:** This agreement may be terminated by either party upon 7 days written notice in the event of substantial failure by the other party to perform in accordance with the terms thereof and such party's failure to cure such non-performance within the 7-day period provided above. In the event of termination, (a) STV|DPM will be entitled to immediate payment for all services it has rendered to Client and for all reimbursable and termination expenses, and (b), STV|DPM shall not be liable for delays or damages that result to the Client by virtue of the termination or suspension of STV|DPM's services prior to completion of its work. To the maximum extent permitted by applicable law, in no event shall either party be liable for indirect, consequential, multiple, punitive or magnified damages, any right to which each party hereby waives to the maximum extent permitted by law. Client hereby agrees that, to the fullest extent permitted by law, STV|DPM's total liability to Client and any persons or entities claiming by, through, or under Client, for any and all injuries, claims, losses, expenses, or damages whatsoever arising out of or in any way related to the Project, the Services, or this Agreement from any cause or causes including, without limitation, STV|DPM's negligence, errors, omissions, strict liability, statutory liability, indemnity obligation, breach of contract or breach of warranty shall not exceed the lesser of Fifty Thousand & 00/100 Dollars (\$50,000.00) or STV's fee hereunder.
- 5. STV|DPM's Status:**

 - a) Independent Contractor:** In providing Services hereunder, STV|DPM shall act as an independent contractor and not as a partner or joint venturer with Client. With regard to the provision of Project Management Services, STV|DPM shall have control over the means used to provide Project Management Services. With regards to the provision of Professional Services, Client shall have control over the party providing such services.
 - b) Employees, Contractors, Agents and Subcontractors:** STV|DPM and Client shall each (i) be solely responsible for the direction and control of their own employees, contractors, agents and subcontractors, (ii) be solely responsible for wages, salary, payroll taxes, workers compensation, withholding taxes and other forms of compensation payable to their employees, contractors, agents and subcontractors, and (iii) indemnify the other and hold the other harmless against any and all claims or liabilities, including reasonable attorneys fees, to the proportionate extent caused by the negligent acts or omissions of their own employees, contractors, agents and subcontractors, except to the extent the same is caused by the negligence or willful misconduct of the indemnified party or persons for whom the indemnified party is legally responsible.
 - c) Additional Services:** With regard to the contracts for Professional Services or other services to be provided to the Client by anyone other than STV|DPM in furtherance of this Agreement ("Additional Services"), STV|DPM may engage persons or entities on behalf of the Client to provide Additional Services, but if STV|DPM does so or negotiates or signs contracts for Additional Services, STV|DPM shall do so solely as a disclosed agent for the Client. Such agency shall be disclosed in writing, Client shall assume full responsibility under such contracts, and STV|DPM shall assume no responsibility under such contracts or for the Additional Services or for the supervision of Additional Services or for

the acts or omissions of anyone providing Additional Services.

6. **No Raiding of STV|DPM's Employees:** Client agrees that during the term of this Agreement and for a period of one (1) year following the last day STV|DPM performs any services for the Client, neither it nor any of its officers, employees, agents or any firm owned or controlled by the Client, or which is under common control by the Client, or any of their officers, directors, employees or agents will directly or indirectly, without STV|DPM's written consent, solicit or hire any person who is a current employee of STV|DPM or who has been its employee within one (1) year preceding the last day of STV|DPM's work, nor will they encourage any such person to leave STV|DPM's service. Client acknowledges that the damages that will result to STV|DPM upon a breach of Client's obligations under this paragraph will be difficult to quantify and substantial including lost profits, cost of replacement cost of training and the like. Accordingly, if Client violates the terms of this paragraph then Client will pay STV|DPM liquidated damages in the amount of 1,000 times that individual's hourly billing rate.
7. **Patents and Innovations:** If STV|DPM shall make or discover any invention or innovation in the course of its work hereunder, STV|DPM shall have and retain all common law and statutory rights of ownership.
8. **Miscellaneous:**
 - a) **Notices:** Any notice or other communication which may or must be given under this Agreement shall be in writing and shall be considered given when delivered to a party personally or when delivered by registered or certified U.S. Mail, return receipt requested, or by any private commercial or U.S. Postal overnight mail service providing a receipt for delivery, or by facsimile transmission if it is electronically acknowledged and confirmed and if another copy is sent to the addressee thereof within forty-eight (48) hours of the facsimile transmission by registered or certified U.S. mail.
 - b) **Publicity:** Client authorizes STV|DPM to use Client's name, logo, photographs or other information for STV|DPM's marketing and public relations related matters.
 - c) **Force Majeure:** STV|DPM shall not be deemed in violation of the provisions of this Agreement if their performance is delayed or prevented by war, civil unrest, weather conditions and other Acts of God, strikes or labor unrest. For each day of delay wherein a party's performance is prevented by any one of the foregoing causes, a day, and any related fees, shall be added to the time and fees stipulated herein for such performance.
 - d) **Governing Law and Disputes:** This Agreement shall be governed by and construed in accordance with the laws of the Commonwealth of Massachusetts. STV|DPM and Client agree to negotiate in good faith to resolve any disputes or differences arising under this Agreement. Any dispute that cannot be resolved by negotiation will be submitted to mediation conducted in accordance with the current Construction Industry Mediation Rules of the American Arbitration Association or such form of non-binding Alternative Dispute Resolution as the parties may mutually agree. STV|DPM and Client agree that, in the event their dispute resolution procedures as described above do not resolve any disagreement between them and any party elects thereafter to institute legal proceedings, the form for any such action relating to this Agreement shall be in the Courts located in Boston, Massachusetts either State or Federal. STV|DPM and Client hereby irrevocably consent to the jurisdiction of such courts and waive any defense, whether asserted by motion or pleading, that such courts are an inconvenient or inappropriate venue.
 - e) **Complete Agreement; Supersedes Prior Agreements:** This Agreement, including the attached terms and conditions, hereto constitutes a complete statement of all the arrangements among parties with respect to the STV|DPM's engagement by the Client for the work specified and supersedes all prior or contemporaneous proposals, contracts, agreements and binding commitments of every nature and description whatsoever between the parties on the same subject matter.
 - f) **Amendments:** Any amendment, modification, cancellation, change order or waiver of this Agreement must be in writing and signed by or on behalf of both parties.
 - g) **Construction:** The parties acknowledge that each party and, if it so chooses, its counsel, have reviewed and revised this Agreement and that the normal rule of construction to the effect that any ambiguities are to be resolved against the drafting party shall not be employed in the interpretation of this Agreement or any amendments or exhibits hereto or to any Task Order entered into hereunder.
 - h) **Assignment:** Client may not assign or transfer any of its duties, obligations, or interests in this Agreement without the prior written consent of STV|DPM.
 - i) **Third Parties:** Nothing contained in this Agreement shall create a contractual relationship with, or a cause of action in favor of, a third party against either STV|DPM or Client. STV|DPM's Services under this Agreement are being performed on behalf of and solely for the benefit and exclusive use of the Client for the limited purposes of this Agreement and no person or other entity shall have any claim against STV|DPM because of this Agreement. In addition, nothing herein shall be construed as creating a contractual relationship between the Client and any STV|DPM employee, representative, or consultant. The Client agrees that in the event of a dispute regarding this Agreement or the Services rendered by STV|DPM hereunder, the Client shall only seek recourse against STV|DPM and hereby expressly waives any and all right to pursue a claim against STV|DPM's individual officers, directors, or employees.
 - j) **Severability:** If any provision of this Agreement is held to be illegal, invalid or unenforceable under present or future laws, such provision shall be fully severable, and this Agreement shall be construed and enforced as if such illegal, invalid or unenforceable provision is not a part hereof, and the remaining provisions hereof shall remain in full force and effect. In lieu of any illegal, invalid or unenforceable provision herein, there shall be added automatically as a part of this Agreement a provision as similar in its terms to such illegal, invalid or unenforceable provision as may be possible and be legal, valid and enforceable.
 - k) **Survival:** Termination of this Agreement for any reason whatsoever shall not affect any right or obligation of any party which is accrued or vested prior to such termination, and any provision of this Agreement relating to any such right or obligation shall be deemed to survive the termination of this Agreement. The indemnities, audit rights, representations, warranties, covenants, guarantees, confidentiality obligations, insurance requirements, and intellectual property rights provisions set forth herein shall survive termination or expiration of this Agreement, in addition to any other provisions which by their nature should, or by their express terms do, survive or extend beyond termination or expiration of this Agreement.

Office of the Secretary of the State of Connecticut

I, the Connecticut Secretary of the State, and keeper of the seal thereof,
DO HEREBY CERTIFY, that

STV CONSTRUCTION, INC.

a corporation incorporated under the laws of PENNSYLVANIA and transacting business in the state of
Connecticut under the name

STV CONSTRUCTION, INC.

filed an application for certificate of authority to transact business in this office on March 15, 2006.

A certificate of withdrawal has not been filed, the corporation has filed all annual reports, and so far as
indicated by the records of this office such corporation is authorized to transact business in Connecticut.



Secretary of the State

Date Issued: March 08, 2018

Business ID: 0852760

Express

Certificate Number: 2018140138001

Note: To verify this certificate, visit the web site <http://www.concord.sots.ct.gov>

APR 08 2020

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DATE: April 3,2020
TO: Members of the Board of Education
FROM: Dr. Maureen L. Brummett, Superintendent of Schools
SUBJECT: **Health Benefits Fund Performance - Fiscal 2019/2020**

I. Background:

In August 1996, the Town General Government and the Board of Education signed a formal agreement for the ongoing administration and funding of the self-insured health benefits program. As part of this agreement, the Board assumed responsibility to fund its portion of the health benefits program to the “projected cost” level identified by Blue Cross/Blue Shield in the annual renewal package. An additional provision of the HBF agreement calls for an interim financial review of the plan each year. This task is to be completed by March 20th each year. The financial review recalculates the “projected cost” for the current fiscal year and determines if contributions are trending above or below the revised “projected cost”.

The March 20th review takes the initial “projected cost” of the health benefits program and recalculates it based on a specific formula outlined in the Board/Town HBF Administrative Agreement. Based on a favorable March 20th revision to the “projected cost” of the plan, Article # 4 of the HBF Administrative Agreement allows the Board and/or Town to either, a) reduce monthly contributions to the HBF during the remainder of the current fiscal year, or b), carry the estimated “credit” forward to the next fiscal year and potentially reduce next year’s required contributions to the HBF (based on the final “settlement”).

The maximum amount that contributions can be reduced in any year is the differential between the original “projected cost” for the plan and the revised “projected cost”. The Town must be notified in writing no later than April 8th if the Board wishes to exercise its option and reduce contributions for the remainder of the current fiscal year. If the Board takes no action by April 8th, any “credit” that becomes available due to favorable performance of the HBF program will automatically be applied to the Board’s financial responsibility to the HBF for the next fiscal year.

Based on an unfavorable March 20th revision to the “projected cost” of the health benefits program, the Board would have no additional financial responsibility to the HBF for the current fiscal year beyond the original planned contributions.

In the event a reduction in contributions is authorized, the Board continues to maintain the responsibility for the financial performance of its portion of the HBF until the last day of the fiscal year. If claims should significantly increase during the last three months of the fiscal year, the Board is obligated to make the HBF whole for any shortages created by their actions. This would restore funding to the original planned contribution level for that fiscal year.

By October 1st each year, a comprehensive reconciliation of plan activities for the prior fiscal year is conducted. This “settlement” makes a final determination of any surplus or shortage on prior year operations. Any additional “credit” that is realized from this “settlement” will be applied against the “projected cost” of the HBF for the year in progress.

II. Health Benefit Fund Recap for 2019-2020:

Through February 29, 2020 actual claims for the Board of Education portion of the HBF are running \$1,098,521 below anticipated costs. As of this date, there have been no claims that have already exceeded the stop loss threshold of \$175,000. Also, as of February 29, 2020, there are two claims on the BOE side of the plan that have reached 75% or are approaching the 75% of the stop loss threshold. These are 8 other cases with claim expenses of \$50,000 as of February 29, 2020. There is a chance that high cost cases may reach or exceed the stop loss limit. Stop loss insurance is in place to protect the plan from catastrophic claims in excess of the \$175,000 per person limit. No adjustment for stop loss recoveries are needed at this time.

The High Deductible Health Plan (HDHP) design is built around employee cost participation through a deductible schedule. Single individuals have a \$2,000 deductible while 2 Person or Families have a \$4,000 deductible. These deductibles need to be satisfied prior to the plan paying actual claims on behalf of the employee. Because of this, claims paid in the earlier months of the fiscal year will be less than the latter half of the year. Once the deductibles are reached, the plan pays a greater share of the costs. To illustrate this, in the 2018-2019 plan year, paid claims were \$3,403,224 through January 2019. By the end of the plan year, paid claims were \$7,401,359. As of January 31, 2019, only 46% of the total claims for the 2018-2019 plan year were paid. Each year, we should expect that plan year expenses will be greater during the final five months of the plan year.

The current positive position of \$858,038 for the plan year needs to reflect this possibility. Using the same trend factor of 46% through 7 months, and applying it to the interim results for 2019-2020, a similar claims history for the rest of the 2019-2020 plan year could yield a potential HBF Credit to be in the vicinity of \$400,000. Given that there are also 8 other cases where paid claims are greater than \$50,000 so far this fiscal year, actual claims for the last five months of the fiscal year may be higher than expected. If this occurs, the anticipated HBF credit would be lower.

Once February cost information is received, the actual claims of the first eight months of the current fiscal year (2019-2020) are then combined with the actual claims incurred during the last four months of the prior fiscal year (2018-2019). This total is then compared to the estimated cost for the plan for 2019-2020 to determine if the BOE cost trend is favorable or unfavorable to initial estimates.

Based on preliminary information, the potential credit calculated by formula will be positive when compared to the original estimate of plan costs. A positive result indicates that the actual plan costs are running better than estimated costs.

Please keep in mind that the volatile nature of claims could adversely impact the available credit in a very short time frame. Because of the uncertainty in forecasting an accurate final credit amount, a conservative approach is advised in the decision making process for use of the HBF credit.

The use of any funding from the HBF credit has varied in prior years. The Board of Education has, at times, taken a portion or all of the available funds from the HBF credit during the fiscal year in progress. The Board also has, at other times, carried the funds available from the HBF credit to the new fiscal year. Any funds that become available through the HBF credit have typically been redirected from Employee Benefits and then used to purchase items that were deleted from the new budget.

Any surplus in funding that is ultimately realized from the BOE 2019-20 HBF account calculation will be carried forward to the next fiscal year and be included as part of the October 2020 plan settlement with any credit being utilized to reduce current fiscal year funding for the HBF.

Recommended Motion:

Move the Board of Education direct the Superintendent of Schools to notify the Town in writing no later than April 8th of the Board's intent **to reduce** planned contributions to the HBF over the remainder of the current fiscal year by **\$ 0**, and that any credit that is ultimately realized from the September 30th "settlement" calculation be utilized to reduce HBF contributions for the 2020-2021 fiscal year. This settlement credit will be used in full, if possible, commencing with the HBF contributions due for October. Any residual credit will be fully used in the succeeding months until exhausted.



Keith Chapman
Town Manager

TOWN OF NEWINGTON

131 Cedar Street Newington, Connecticut 06111

Finance Department

Janet Murphy
Director of Finance

Memorandum

To: Dr. Maureen L. Brummett, Superintendent of Schools
From: Janet Murphy, Director of Finance *JBM*
Date: March 12, 2020
Re: 2019-20 March 20th HBF CALCULATION

In accordance with Section 4 of the HBF Memorandum of Understanding, I have calculated the "revised projection of the cost of the Board and the Town health benefits cost" for the current plan year. This is to be done by March 20th of each year and I am required to submit those projections to you in writing. The calculation method is specified in Section 4 and is documented on the attached page. This memo serves as written notification to you of this revised projection.

2019-20 Funding Requirement per Agent of Record	\$8,192,402
LESS:	
Projected Expenditures	<u>7,334,364</u>
CREDIT	\$858,038

Based on this calculation, actual claims for the 12 month period and fees incurred by the Board of Education groups were less than projected funding requirement by \$858,038. Therefore, a credit is due the Board of Education.

The Board may reduce their monthly contributions in the last three months of the year. The Board must notify the Town in *writing by April 8th* if it chooses to reduce its current monthly installment into the HBF. Or, the Board may use this projected excess to offset expenses in the subsequent plan year beginning July 1.

CC: K. Chapman
L. Jachimowicz
J. Massaro-Cook

Phone: (860) 665-8520 Fax: (860) 665-8670

finance@newingtonct.gov

www.newingtonct.gov

HEALTH BENEFIT FUND - March 20th, Calculation

Board of Education

12 Months Claims

Mar-19		712,675
Apr-19		672,681
May-19		689,408
Jun-19		713,336
Jul-19		423,341
Aug-19		391,474
Sep-19		524,084
Oct-19		349,432
Nov-19		317,067
Dec-19		700,405
Jan-20		446,059
Feb-20		640,628
12 Month Actual Paid Claims	\$	6,580,591
Claims (12 months prior)	\$	6,580,591
Admin. Fees & Network Access		
Stop-Loss & Managed Care		<u>753,773</u>
Projected Costs 2019-20		7,334,364
2019-20 Funding Required per Agent		8,192,402
Projected Costs 2019-20		<u>7,334,364</u>
Credit Due	\$	858,038