



NORWALK FACILITIES CONSTRUCTION COMMISSION (NFCC)

**MEETING AGENDA
WEDNESDAY, OCTOBER 2, 2019 AT 6:30 PM
IN NORWALK CITY HALL, ROOM #231**

I. ROLL CALL

II. MINUTES OF PREVIOUS MEETING(S)

September 4, 2019

III. NEW BUSINESS

A. Maritime Aquarium Functional Replacement Project

1. Review proposed Guaranteed Maximum Price (GMP) for the Maritime Aquarium Functional Replacement Project and refer the following recommendation to the Common Council for action:

a. **Authorize the Mayor, Harry W. Rilling, to execute a GMP Amendment to AP/O&G's Construction Management Agreement for the Norwalk Maritime Aquarium Functional Replacement Project for a total not to exceed (amount to be determined). Funds are available in the Maritime Aquarium Functional Replacement Project Acct. #09194031 5799 C0635**

b. **Approve a construction contingency in the amount of (amount to be determined) and authorize the Office of Building Management to issue Change Orders on Contract.**

2. Review Tighe & Bond's environmental engineering services proposal and refer the following to the Common Council for action:

"Authorize the Mayor, Harry W. Rilling, to enter into an Agreement with Tighe & Bond, Inc. for environmental engineering services for the

Maritime Aquarium Functional Replacement Project to include soil monitoring services (not to exceed \$98,000) and hazardous building material abatement monitoring services (not to exceed \$20,000) for a total not to exceed \$118,000. Funds are available in the Maritime Aquarium Functional Replacement Project. Acct. #0919 4031 5799 C0635”

3. Review recommendation for material testing and inspection services and refer recommendation to the Common Council for action:

“Authorize the Purchasing Agent to issue Purchase Order(s) with (Name of testing lab to be determined) for the Maritime Aquarium Functional Replacement Project for a total not to exceed \$125,270.00. Funds are available in Maritime Aquarium Functional Replacement Acct. #09194031 5799 C0635”

B. School Construction Projects

1. School Construction Projects - update
2. Jefferson School – Review request to redirect Construction Solutions Group, LLC’s program management fee for Jefferson School to the Jefferson School Improvement Project and refer the following to the Common Council for action:

“Authorized the Mayor, Harry W. Rilling, to execute an Amendment to Construction Solutions Group, LLC’s contract for Program Management Services for school construction projects to allocate Jefferson School services to the Jefferson School capital budget account for a total not to exceed \$418,553.00 Acct. #09205010 5777 C0619”

3. Norwalk High School - Review bid results for the Norwalk High School wood paneling and wood door replacement project and refer the following to the Common Council for action:
 - a. **Authorize the Mayor, Harry W. Rilling, to execute an Amendment to the agreement with Newfield Construction, Inc. as the Construction Manager (CM) for the Norwalk High School wood paneling and wood door replacement project, to accept the Guaranteed Maximum Price (GMP) in the amount of (\$ amount to be determined). Funds are available in Acct. #0918/195010 5777 C0610.**

- b. **Authorize the NFCC to issue Change Orders on contract for a total not to exceed (amount to be determined).**

V. MISCELLANEOUS/DISCUSSION ITEMS

Prepared by Alan Lo,
Dated: September 27, 2019

**CITY OF NORWALK
NORWALK FACILITIES CONSTRUCTION COMMITTEE
REGULAR MEETING
SEPTEMBER 4, 2019**

ATTENDANCE: Tom Livingston, Chair; Ed Camacho, Shannon O'Toole-Giandurco, Bryan Kerschner, Michael Byrnes

STAFF: Alan Lo, Building Management; Jim Giuliano, Construction Solutions Group

CALL TO ORDER

Mr. Livingston called the meeting to order 6:40 .m. A quorum was present.

MINUTES OF PREVIOUS MEETINGS

• **June 5, 2019**

The following corrections were noted:

Page 4, following Agenda Item 6b. paragraph 1, line 2: please change "Candle School" to "Kendall School".

**** MS. O'TOOLE-GIANDURCO MOVED THE MINUTES OF THE JUNE 6, 2019 MEETING AS CORRECTED.**

**** THE MOTION TO APPROVE THE MINUTES OF THE JUNE 6, 2019 MEETING AS CORRECTED PASSED WITH TWO (2) IN FAVOR (O'TOOLE-GIANDURCO AND KERSCHNER) AND TWO (2) ABSTENTIONS (CAMACHO AND BYRNES).**

NEW BUSINESS

A. School construction

1. Review Eversource energy efficiency incentive agreement for Ponus School and refer the following to the Common Council:

Authorize the Mayor, Harry W. Rilling, to execute an agreement with Eversource to receive Energy Efficiency Incentive Payment for the Ponus School Addition And Renovation Project for the amount up to \$320,805.00.

**** MR. KERSCHNER MOVED THE ITEM.**

Mr. Lo gave an overview of the project and explained that the project exceeded energy efficiency requirements. There is no down side to this project.

**** THE MOTION PASSED UNANIMOUSLY.**

2. Review Norwalk High School Construction Management proposal and refer the following to the Common Council:

a. Authorize the Mayor, Harry W. Rilling to execute an agreement with Newfield Construction, Inc. as the Construction Manager (CM) for the Norwalk High School Wood Door And Paneling Replacement Project State Project No. 103-0250 A/CV. Terms of the agreement shall include the following:

Preconstruction Phase Services (including Reimbursement allowance)	\$15,000.00
CM Fees (%of total trade bids)	2.50%
CM Contingency (% of total trade bids)	2.00%

Following bidding proceed process, final contact price (GMP) will be sub submitted to the Common Council for approval. Account # 09195010 5777 C0619 and Account #09205010 5777 C0619.

b. Authorize the Mayor, Harry W. Rilling to execute an agreement with Newfield Construction, Inc. as the Construction Manager (CM) for the Norwalk High School Black Box Theater/Media Pathway, Learning Commons, Main Entrance Project State Project No. 103-0252. Terms of the agreement shall include the following:

Preconstruction Phase Services (including Reimbursement allowance)	\$25,000.00
CM Fees (%of total trade bids)	2.50%
CM Contingency (% of total trade bids)	2.00%

**** MR. KERSCHNER MOVED THE ITEM.**

Mr. Giuliano reviewed the details of the two separate projects. The wood panels were removed at Norwalk High School (NHS). Due to delays with the State approval, the bids for a Construction Manager for the replacement materials and wooden door replacements were delayed. The doors can be replaced while school is in session.

The second project, No. 102-0252, was submitted to the State in June. Both project need to go out to bid, but it is expected that the wood replacement project will come in under projection. Mr. Giuliano explained that the reimbursement projects were all bundled

together and then the scope of the projects were reduced to \$11.5 million with a variance of \$282,314. These figures will be submitted on the grant application. Mr. Giuliano distributed copies of the CSG project plans to those present.

Mr. Byrnes asked why the courtyards were being removed from the list. Mr. Giuliano said that the courtyards need to be brought up to code. One of the courtyards could have been easily brought up to code, but the second one will take significant work and be very expensive.

**** THE MOTION PASSED UNANIMOUSLY.**

3. Review recommendation for architects for Jefferson School Improvement Project and refer the following to the Common Council:

a. Authorize the Mayor, Harry W. Rilling to execute an agreement with Antinozzi Associates to provide architectural services for the Jefferson Elementary School-Renovate-As-New Project State Project No. 103-0251 for a total amount not to exceed \$1,565,500. Account # 09195010 5777C0619.

b. Approved a contingency for reimbursable expenses and additional services as may be required for a total not to exceed \$50,000.

**** MR. BYRNES MOVED THE ITEM.**

Mr. Giuliano said that Jefferson was slated to be renovated as new and Antinozzi Associates was selected to provide the designs for the project.

Mr. Giuliano said that he had a meeting with them at Ponus to discuss the abatement over the winter break. Mr. Lo said that they would be moving Jefferson students into the new Ponus wing by September of 2020. Mr. Lo pointed out that the Jefferson project was expected to take a year and a half. Mr. Giuliano reviewed the time line for the approvals and said that it might be a mid-year move for the Jefferson School students which is not the preferred option with Board of Education. Discussion followed about the approval and construction schedules.

Mr. Kerschner asked what qualified the firm for the contract. Mr. Giuliano explained that Antinozzi Associates was known for jumping right in and the team make up is appealing. He added that both Antinozzi Associates and Silver Petrucilli were working on the Norwalk High Projects. Discussion followed about the details.

**** THE MOTION PASSED UNANIMOUSLY.**

4. Update on School Construction project. Information to be available at the meeting.

Mr. Giuliano said that there was a successful summer but that some of the classrooms only had sealed floors. There was more abatement done than expected. Those teachers in more unfinished areas on the first floor will be moving into completed classroom in the new addition.

Mr. Giuliano explained that there was a programmatic change by the BOE which resulted in the elimination of a math lab. This space about the size of two classrooms will be left as flexible space. When the program change was being discussed, the construction crew was able to leave the space in a condition where walls could be installed easily in the future. Mr. Lo said that there were some savings due to this.

Mr. Giuliano said that the service has been installed and is now operational.

Mr. Giuliano then reviewed all the updates in the Construction Solutions Group (CSG) information packet with the Committee.

ADJOURNMENT

**** MR. KERSCHNER MOVED TO ADJOURN.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 7:24 p.m.

Respectfully submitted,

S. L. Soltes
Telesco Secretarial Services

Respectfully submitted,

S. L. Soltes
Telesco Secretarial Services



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

TO : LAND USE AND BUILDING MANAGEMENT COMMITTEE
MEMBERS OF NFCC

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

RE : MARITIME AQUARIUM – AP/O&G –
GUARANTEED MAXIMUM PRICE (GMP)

DATE: SEPTEMBER 24, 2019

As you know, the City of Norwalk, as the property owner of the Maritime Aquarium, has taken on the management responsibilities for the Maritime Aquarium Functional Replacement Project necessitated by the proposed Walk Bridge Replacement Project. The Maritime Aquarium project was designed and advertised for bids last year. The bids process was not successful and subsequently, we amended the project scope by limiting the project to the construction of a new 4D Theater and the replacement of the Seal Tank. The State DOT also revised the budget and established a cap of \$40,000,000.

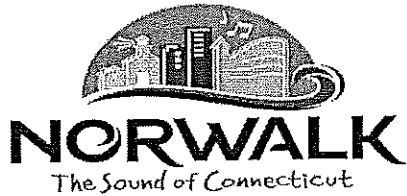
On September 23, 2019, the City together with AP/O&G, our Construction Management team (CM), received bids for this amended project. The initial bid results are favorable, however, the CM requires time to conduct scope review with various trade contractors to confirm their understanding of the project scope and pricing. Thereafter, the CM has to consolidate the trade contractors' bids and incorporate all applicable CM soft costs and allowances to arrive at a Guaranteed Maximum Price (GMP).

In light of the time needed to develop the GMP, please be advised that the CM will provide me with the GMP (or partial GMP depending on the progress of the scope review) on October 2, 2019 and I will bring the GMP package to the Committee meeting for consideration. Please be advised that concurrently, the GMP will be

submitted to the State DOT – Rights of Way and the Maritime Aquarium for their consideration.

ACTION REQUESTED:

- a. **Authorize the Mayor, Harry W. Rilling, to execute a GMP Amendment to AP/O&G's Construction Management Agreement for the Norwalk Maritime Aquarium Functional Replacement Project for a total not to exceed (amount to be determined). Funds are available in the Maritime Aquarium Functional Replacement Project Acct. #09194031 5799 C0635**
- b. **Approve a construction contingency in the amount of (amount to be determined) and authorize the Office of Building Management to issue Change Orders on Contract.**



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

TO : LAND USE AND BUILDING MANAGEMENT COMMITTEE
MEMBERS OF NFCC

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

RE : MARITIME AQUARIUM – TIGHE & BOND
ENVIRONMENTAL MONITORING SERVICES

DATE: SEPTEMBER 25, 2019

As part of the Maritime Aquarium Functional Replacement Project, we have identified various environmental hazardous materials that will be impacted due to the implementation of this project. These hazardous materials include building materials and exterior subsurface polluted soils.

Tighe and Bond is the civil engineering firm for this project. Their environmental division has provided technical support in identifying the issues and has developed the remediation plan for disposal and environmental management plan to address construction activities. Environmental monitoring services during construction phase are not part of their basic services and hence, Tighe & Bond has provided the attached additional services proposals for hazardous building materials and for polluted soil. These proposals include full scope of services and we anticipate that the construction team will work to manage the actual monitoring services required.

ACTION REQUIRED:

Authorize the Mayor, Harry W. Rilling, to enter into an Agreement with Tighe & Bond, Inc. for environmental engineering services for the Maritime Aquarium Functional Replacement Project to include soil monitoring services (not to exceed \$98,000) and hazardous building material abatement monitoring services (not to exceed \$20,000) for a total not to exceed \$118,000. Funds are available in the Maritime Aquarium Functional Replacement Project. Acct. #0919 4031 5799 C0635

N-0814-P012
May 14, 2019

Mr. Alan Lo
Building and Facilities Manager
Engineering and Construction Division
City of Norwalk
125 East Ave
Norwalk, CT 06856

Re: **Proposal Request
Hazardous Building Materials Abatement Construction Administration
The Maritime Aquarium at Norwalk**

Dear Mr. Lo:

Tighe & Bond, Inc. (Tighe & Bond) is pleased to submit to the City of Norwalk (the "City") this Proposal Request for The Maritime Aquarium at Norwalk (the "site"). This Proposal Request includes Hazardous Building Materials Abatement Construction Administration for the Renovation Project (the "Project") at the site. Hazardous Building Materials Abatement Construction Administration was not included in our initial proposal dated July 24, 2017, with the Project Architect.

This Proposal Request is based on the request of Mr. Alan Lo of the City during a conference call conducted on May 1, 2019. The Proposal Request revises the Amendment Request dated August 31, 2018, which was submitted to the Project Architect at the request of Mr. Paul Stone of Karp Associates, Inc. (the "Owner's Representative") during a conference call conducted on August 24, 2018. This Proposal Request includes Construction Administration during Hazardous Building Materials Abatement and is based on the Design Development (DD) Drawings dated May 10, 2019.

Scope of Additional Services

Pre-Abatement Services -Tighe & Bond will attend one project meeting with the Norwalk Maritime Aquarium (the "Owner")-selected Abatement Contractor prior to the start of the work to review on-site required hazardous building materials abatement.

We will address specific needs to provide an overview of the Project and assist with review of required documentation for the hazardous building materials abatement work detailed in Tighe & Bond's hazardous building materials abatement specifications. Tighe & Bond will provide the necessary advice and support to the Owner and Owner's Representative to evaluate selected abatement trade contractor's submittals. To accomplish this task, we will review the abatement contractor submittals including:

- Abatement plans: These plans (including site specific site planning, loss control, protective equipment, isolation, decontamination, clean-up, etc.) will be based on the technical abatement specifications and the approved Plan, the abatement decontamination facilities drawings and their locations, the work area isolation plan with layout of engineering controls (e.g. High Efficiency Particulate Air [HEPA] filters, etc.), and will describe the contractor methods for managing project Site planning, such as a security plan, a routing plan for removal of contaminated materials from the building, and a listing of all tools, equipment and supplies proposed for use during the abatement project;
- Description of protective clothing and approved respiratory protection systems to be used;

- Explanation of decontamination sequence;
- Description of asbestos stripping, removal and disposal methods;
- Description of the final clean up procedures;
- Proposed waste disposal landfill and procedures for disposal and hauling to disposal sites;
- Emergency procedures plan in the event an injury or illness during the work;
- Regulatory agency notification regarding the abatement schedule and other pertinent information necessary to assure that the contractor has obtained all necessary permits and approvals; and
- Contractor, transporter and disposal facility licenses, operating permits, and certificates of insurance

Abatement Project Management and Meetings - We have assumed that weekly job meetings will be conducted at the site for the duration of abatement. We have estimated attendance at 5 weekly job meetings. We shall review contractor auditable cost reporting and controls, review contractor requests for payment, and provide recommendations to Owner's Representative and the Owner. We will interact with the United States Environmental Protection Agency (EPA), Connecticut Department of Public Health (CTDPH), and Connecticut Department of Energy and Environmental Protection (CTDEEP). If required, we will provide assistance to resolve disputes regarding the hazardous materials abatement work and have assumed 60 hours for this task.

Abatement Project Monitoring and Daily Documentation - Tighe & Bond will provide trained and CTDPH-licensed Asbestos Project Monitors, with experience in Polychlorinated Biphenyls (PCB) abatement, to monitor exposure levels and to document contractor work means and methods relative to EPA, CTDPH, CTDEEP regulations. Tighe & Bond will conduct 10 site visits for 10 days for a total of 60 hours (anticipated 5 site visits per building addition phase based on a conversation with Mr. Frank Fazekas of AP Construction on May 1, 2019). We will provide oversight documenting activities related to federal, state, and local regulatory compliance, reporting and abatement procedures.

If site abatement issues are observed, our Project Monitor and/or Project Manager will notify the City, the Owner's Representative, and Owner. Either the City, the Owner's Representative, the Owner will have a stop work directive authority at any time that it is determined that conditions are not within the specification, a health hazard may exist for other employees or building occupants, or the potential exists for environmental contamination.

The Project Monitor's specific duties on-site will include:

- Document the Abatement Contractor's standard procedures related to abatement, including, but not limited to, work related to protection and safeguards from asbestos exposure to workers, visitors, building occupants, and the environment;
- Periodically collect and analyze air samples on-site by Phase Contrast Microscopy (PCM) to evaluate total airborne fiber concentrations in the work area, as well as areas directly adjacent to abatement work areas, to document engineering controls in place, and/or to document total airborne fiber concentrations; and
- On a routine basis, check barriers for separation, document adherence to standard operating procedures, implementation of engineering control systems, respiratory protection system, and any other aspects of the abatement process that may impact the health and safety of the people and the pollution of the environment.

The monitoring frequency will be determined by Tighe & Bond's Project Manager and based



on professional judgment.

Post-Abatement Visual Inspection - In conjunction with the Abatement Contractor's superintendent, we will complete a visual inspection after final cleaning of the abatement work areas to document asbestos and/or PCB-containing materials scheduled for abatement have been effectively removed. After inspecting several locations, we will decide whether to complete a detailed inspection or if re-cleaning is required. Once a detailed inspection is initiated, the contractor may be required to spot cleaning may only be required.

Abatement Project Documentation Report - At project completion, Tighe & Bond will prepare a Documentation of Records. This report will include the following:

- Introduction and summary of the project;
- Methods, findings and conclusions;
- Air sample data sheets;
- Sample analysis laboratory reports;
- Daily log sheets;
- Pre-abatement, daily and final checklists and inspection reports;
- Abatement contractor certifications, licenses, medical and training records;
- Contractor abatement plan and material specifications; and
- Permits, notifications and disposal records.

Fee

Tighe & Bond will perform these services for a time and materials basis of \$20,000, invoiced monthly based on percentage complete. In the event that the scope of work is increased for any reason, the not to exceed fee to complete the work shall be mutually revised by written amendment.

For information purposes, the below summary provides the anticipated break out of the project. The summary is presented to give BBB a better understanding of how the project budget was developed. Invoices will be submitted based on the total project fee and not individual line item budgets.

Pre-Abatement Services	\$3,000
Abatement Project Management Meetings	\$4,000
Abatement Project Monitoring, Daily Document, and Final Visual Inspection	\$9,000
Abatement Project Documentation Report	\$4,000

Construction Administration Total - \$20,000

Assumptions

It is assumed that access to the site will be granted and all areas of the site will be made accessible to conduct activities required. It is also assumed that all technical data for the site in the City's possession will be provided to Tighe & Bond.

Services Not Included

Additional sampling and/or services beyond what is specially stated in this proposal is not included in the scope of work or cost of this proposal.



22-5013-004
September 3, 2019

Mr. Alan Lo
Building and Facilities Manager
Engineering and Construction Division
City of Norwalk
125 East Ave.
Norwalk, CT 06856

Re: **Proposal Request**
Environmental Bidding Support & Construction Monitoring Services
The Maritime Aquarium at Norwalk

Dear Mr. Lo:

Tighe & Bond is pleased to submit this proposal request to the City of Norwalk for environmental bidding support and construction monitoring services associated with the proposed 4D Theater and Seal Tank Exhibit additions and other site improvements.

Scope of Services

Tighe & Bond's proposed scope of services will include environmental bidding support, environmental construction observation, and environmental sampling services associated with contaminated soil and groundwater management activities conducted by the selected contractor. Specifically, the following services are proposed:

Task 1 – Environmental Bidding Support Services

Tighe & Bond will provide environmental bidding support services associated with abatement / disposal of hazardous building materials and soil/groundwater handling and disposal. We have budget 24 hours for bidding support services, which will include the following:

- Attend one pre-bid site walk with bidding contractors.
- Review and respond to questions from bidders for purposes of clarification or interpretations of the bid documents.
- Review of bids and contractor qualifications and provide feedback to Owner.

Task 2 – Environmental Construction Monitoring Services

Submittal Reviews & Project Progress Meetings – Tighe & Bond will review and comment on Contractor submittals associated with impacted soil excavation, management, and disposal and environmental aspects of contaminated groundwater management. Our project manager will also participate in project meetings via conference calls. We have budgeted 20 person hours for review of submittals and 40 hours for project progress meetings / conference calls and follow-up.

Soil Excavation & Disposal Monitoring – Tighe & Bond will conduct periodic on-site monitoring during soil excavation activities. Monitoring services will include visual observation of the contractor's activities as soils are excavated and handled to evaluate adherence to the Contract requirements.

Based on the most recent Milestone Schedule provided by AP/O&G, dated June 27, 2019, Tighe & Bond estimates that the Contractor will be excavating / handling impacted soil in



various areas throughout the project site for at least 170 days (approximately 34 weeks). We have budgeted 408 person hours for on-site monitoring visits (anticipated to be 12 hours per week over 34 weeks, approximately two visits per week).

Additional budget may be required should excavation / soil handling activities exceed 170 days and/or if more than 408 hours of field observation time is required. If necessary, we will prepare an amendment to this proposal for additional monitoring services.

We have budgeted for 136 hours of office support services by our project manager during the approximately 34 weeks of soil excavation/handling work by the Contractor (4 hours per week for 34 weeks). Office support services will include coordinating with our technician during field monitoring visits, reviewing analytical data, reviewing Contractor requests for information and progress submittals, and coordinating with the Project Team.

Tighe & Bond collected in-situ waste characterization samples in July 2019, the results of which will be included in the bid documents for Contractor's to select appropriate and permitted soil disposal facilities. Tighe & Bond analyzed the samples for laboratory testing parameters typically required by disposal facilities, however, every facility requires slightly different test parameters and soil sampling frequency (number of tests per total tonnage of material generated from a project site). Therefore, it is possible that the Contractor's-selected disposal facility could potentially require additional soil testing in order to approve the material for disposal. This proposal includes a budget of \$5,000 for additional waste disposal classification sampling and laboratory analytical testing (if required).

Contaminated Groundwater Dewatering Discharge Sampling – We will collect effluent samples from the Contractor's-selected dewatering system in accordance with the required Connecticut Department of Energy & Environmental Protection (CTDEEP) discharge general permit. At this time, we anticipate that water pumped from excavations will be treated and discharged to the sanitary sewer. As such, we propose to collect samples in accordance with the CTDEEP General Permit for the Discharge of Groundwater Remediation Wastewater as it applies to discharges to a sanitary sewer. Under this permit, sampling is required at the onset of discharge and periodically thereafter.

Sampling services will include collection and laboratory analysis of up to 8 discharge samples, which is sufficient for up to two months of dewatering.

We anticipate that groundwater discharge sampling will likely coincide with our periodic visits for monitoring of soil excavation / handling activities. Therefore, we have not budgeted for additional time or site visits specifically for collection of groundwater discharge samples.

We have budgeted 8 person hours for preparation of Discharge Monitoring Reports (DMRs) and \$2,500 for laboratory analytical testing.

Environmental Activities Summary Report – Upon receipt of all closeout documents from the Contractor, we will submit an "Environmental Activities Summary Report". This report will include a written account of the contaminated soil and groundwater management activities performed, soil shipping and disposal totals, sample results, and conclusions.

Task 3 – Project Support

Based on our experience with projects of this nature, Tighe & Bond recommends that a separate budget of \$3,500 be allocated for miscellaneous project support. This service includes a total of 20 person hours. This service is intended to allow flexibility to accommodate additional services that may be requested and that are otherwise outside the contracted scope of services, such as additional sampling; participating in conference calls and meetings; providing technical support to the Contractor, City, other stakeholders; and interfacing with CTDEEP if required and directed by the City.



In the event that out of scope services are requested that will exceed \$3,500 (individually or in total) Tighe & Bond will prepare a contract amendment detailing those services and associated fee.

Limitations and Exclusions

Tighe & Bond's on-site field personnel will observe the Contractor's work for general conformance with the contract documents and assist in design interpretation. We are on-site for Owner's benefit and will notify the Owner of deficiencies.

The means and methods the Contractor should use to complete the work will be determined by the Contractor, who will also be responsible for compliance with laws, rules, and regulations, as well as, the overall supervision of site health and safety.

In an effort to provide the City with a reasonable budget for the desired services, we have prepared our scope of services based upon our understanding of the project needs at this time. The following list includes those services that are not included in our budgetary estimate.

1. Waste soil disposal documents and shipping paperwork will be prepared by the Contractor, submitted to Tighe & Bond for review, and signed by an authorized representative from the City. Tighe & Bond will not be responsible for selecting disposal facilities or signing any waste disposal paperwork or manifests.
2. Dewatering system and/or contaminated groundwater treatment system design services are not included, as the Contractor is responsible for this work.
3. This proposal does not include any work or services associated with removal or abandonment-in-place of the 10,000-gallon heating oil underground storage tank (UST) system, should the City decide to remove or abandon the UST system. Services associated with planning, on-site observation/sampling/documenting, laboratory analysis, preparation of UST closure documents/CTDEEP UST registration forms, etc. are not included.
4. At this time, it is not anticipated that soil samples will be needed from the limits (sidewalls and bottoms) of any potential soil excavations and costs are, therefore, not included in this proposal for collection and/or laboratory analysis of any such samples. If excavation limit soil sampling becomes necessary, Tighe & Bond will prepare an amendment to this proposal to cover the associate costs.
5. Our review and comment on the Contractor's Health and Safety Plan submittal does not constitute approval of the submittal as we are not responsible for the health and safety of the Contractor.
6. Additional effort to complete the tasks included in this proposal, beyond the number of person hours and/or expenses included in the Scope of Services, if required, will be mutually agreed upon under a contract amendment.
7. All other work not specifically identified in the scope of services detailed above is excluded.

Fee

Tighe & Bond will perform the scope of work noted above for a not to exceed fee of \$98,000. We will undertake this work on an hourly plus expense basis, and you will be billed in accordance with the attached rate schedule. In the event that the scope of work is increased for any reason, the limiting fee to complete the work shall be mutually revised by written amendment. Our attached Terms and Conditions is part of this letter agreement.

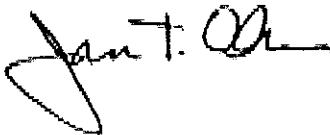
For information purposes, the summary below provides the anticipated break out of the project. The summary is presented to give the City a better understanding of how the project budget was developed.

Task 1 – Environmental Bidding Support Services	\$4,200
Task 2 – Environmental Construction Services	\$90,300
Includes:	
• Submittal Reviews = \$3,500	
• On-site Labor (408 hrs) = \$38,760	
• Office Support by Project Manager (136 hrs) & Progress Meetings (40 hrs) = \$30,895	
• Laboratory Testing (Soil & Groundwater) = \$7,500	
• Field Equipment, Materials (including PPE), & Mileage = \$4,845	
• Summary Report & DMRs = \$4,800	
Task 3 – Project Support	\$3,500

Authorization:

We appreciate the opportunity to provide you with this proposal. If you find this proposal to be acceptable, please return a signed electronic copy and we will commence with the work upon receipt. The scope of services described herein will be provided in accordance with the attached terms and conditions. If you have any questions or need additional information, please feel free to contact Christopher Koelle at (860) 704-4767 or CKoelle@tighebond.com.

Sincerely,
TIGHE & BOND, INC.



James Olsen, PG, LEP
Vice President

Acceptance:

On behalf of the City of Norwalk, fee, and terms of this proposal are hereby accepted.

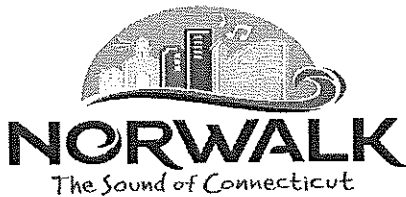
Authorized Representative

Date

Attachment: Terms and Conditions

J:\M\5013-Maritime-Center\001 - Building Additions\Proposal\Env. CA\Env CA - Rev 8-19-19\Env. CA Services (Rev 9-4-19 To T&M).Docx





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

TO: LAND USE & BUILDING MANAGEMENT COMMITTEE
NFCC
FROM: ALAN LO, BUILDING & FACILITIES MANAGER
RE: MARITIME AQUARIUM – MATERIALS TESTING SERVICES
DATE: OCTOBER 2, 2019

As part of the Maritime Aquarium Functional Replacement Project; a requirement of the State of Connecticut building code is to have a Statement of Special Inspections which is completed by the structural engineering firm of record for the project. The Statement of Special Inspections identifies various inspections required of an independent materials testing laboratory as well as various inspections/reviews of the project and the test results by a licensed professional engineer.

As a result of this requirement, the City advertised for bids for testing materials laboratories in accordance with the Statement of Special Inspections. The City received five (5) responses from materials testing laboratories. Since the quantities of tests are unknown at the time of bid, the City issued a Request for Proposals based on unit pricing per tests. We are in the process of bid evaluation and will be providing a recommendation at the October meeting. In the interim, the "low bidder" is Name to be determined.

ACTION REQUESTED:

Authorize the Purchasing Agent to issue Purchase Order with Name of testing lab to be determined for the Maritime Aquarium Functional Replacement Project for a total not to exceed \$125,270.00. Funds are available in Maritime Aquarium Functional Replacement Acct. #09194031 5799 C0635



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

TO : LAND USE AND BUILDING MANAGEMENT COMMITTEE
 MEMBERS OF NFCC

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

RE : PROGRAM MANAGEMENT SERVICES FOR SCHOOL
 CONSTRUCTION PROJECTS

DATE : SEPTEMBER 26, 2019

Subsequent to the Norwalk Board of Education adoption of the School Facilities Improvement Plan in the early 2017 and the City's allocation of capital budget funds for various improvement projects within the Plan, the City issued a RFP for Program Management Services in April 2017 and selected Construction Solutions Group, LLC (CSG) as the Program Manager (Jim Giuliano) to assist the City with the implementation of the Plan.

On April 11, 2017, the Common Council authorized the execution of a contract with CSG. At the time, the scope and schedule for each project were not fully defined and the breakdown of CSG's costs for each project was not available. As part of the action I identified acct. #09175010 5777 C0585 which was available to cover project start-up costs for various school improvement projects.

At this time, we are proceeding expeditiously engage with the implementation with the proposed Jefferson School "Renovate-As-New" project, we have developed a project schedule and construction costs. Therefore, I would like to assign the Jefferson School program management costs directly to the Jefferson School project which will be eligible for State reimbursement.

ACTION REQUESTED:

Authorized the Mayor, Harry W. Rilling, to execute an Amendment to Construction Solutions Group, LLC's contract for Program Management Services for school construction projects to allocate Jefferson School services to the Jefferson School Capital Budget account for a total not to exceed \$418,553.00 Acct. #09205010 5777 C0619



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

TO: LAND USE & BUILDING MANAGEMENT COMMITTEE
NFCC

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

RE: **NORWALK HIGH SCHOOL – WOOD DOOR/PANELING REPLACEMENT**

DATE: OCTOBER 2, 2019

The Norwalk Board of Education is committed to providing a comfortable, safe and healthy learning environment. To achieve this goal, the Board of Education authorized the development of a facilities and capital needs study for the Norwalk Public School system. One of the findings of the report was the worn appearance of the wood doors and wood paneling throughout Norwalk High School. Both the wood doors and wood paneling were original to the construction of the school in 1971.

In addition, prior to starting any work on restoring the existing wood doors and wood paneling it was recommended by the architect that the doors and paneling be tested for PCB's since wood varnish of this vintage was known to contain PCB's. The City took action on the architect's recommendation and had the materials tested. The results of the tests were that the wood doors and wood paneling contained levels of PCB's lower than federal standards but higher than State of Connecticut standards. As a result the materials had to be removed.

Prior to the summer of 2019 and through a RFP process, the City retained Newfield Construction as the Construction Manager for this project. The project consisted of two phases; the first was the removal of the wood paneling which was completed in the past summer. The second phase which includes the replacement

of the wood paneling with new wall panels and the removal and replacement of the wood doors was advertised and bid opening is scheduled for October 1, 2019. In an effort to expedite the approval process, below are the proposed actions with the expectation that a Guaranteed Maximum Price (GMP) proposal will be available at the October 2, 2019 Committee meeting.

- a. **Authorize the Mayor, Harry W. Rilling, to execute an Amendment to the agreement with Newfield Construction, Inc. as the Construction Manager (CM) for the Norwalk High School wood paneling and wood door replacement project, to accept the Guaranteed Maximum Price (GMP) in the amount of (\$ amount to be determined). Funds are available in Acct. #0918/195010 5777 C0610.**
- b. **Authorize the NFCC to issue Change Orders on contract for a total not to exceed (amount to be determined).**