



**NORWALK FACILITIES CONSTRUCTION COMMISSION (NFCC)**

**MEETING AGENDA  
WEDNESDAY, DECEMBER 4, 2019 AT 6:30 PM  
IN PONUS RIDGE SCHOOL, 21 HUNTERS LANE- CAFETERIA**

**I. ROLL CALL**

**II. MINUTES OF PREVIOUS MEETING(S)**

October 2, 2019 (No quorum)

**III. NEW BUSINESS**

**A. School Construction Projects**

**1. School Construction Projects - update**

**2. Jefferson School –Review recommendation for Construction Manager for Jefferson School project and refer the following to the Common Council for action:**

**“Authorize the Mayor, Harry W. Rilling, to execute an agreement with Newfield Construction, Inc. as the Construction Manager (CM) for the Jefferson Elementary School – Renovate-As-New Project. Terms of the agreement shall include the following:**

- Pre-Construction Phase Services (including reimbursable allowance) for \$86,550**
- CM Fees (% of total trade bids) at 1.20%**
- CM Contingency (% of total trade bids) at 1.50%.**

**Following the trade contractors’ bidding process, a Guaranteed Maximum Price (GMP) will be submitted to the Common Council for approval. Acct. #0919/205010 5777 C0619”**

3. Pouns Ridge School – Review and approve request to submit final plans to the State for approval of Furniture, Fixtures and Equipment (FF&E)  
**“Authorize the Chairman of the Norwalk Facilities Construction Commission, to certify Norwalk Facilities Construction Commission’s approval of final plans, project manual, and cost estimate for the PONUS RIDGE SCHOOL - FFE State Project. No. 103-0246EA/EC/CV.”**

#### **IV. MISCELLANEOUS/DISCUSSION ITEMS**

Prepared by Alan Lo,  
Dated: December 27, 2019

**CITY OF NORWALK  
FACILITIES CONSTRUCTION COMMISSION  
REGULAR MEETING  
OCTOBER 2, 2019**

**ATTENDANCE:** Thomas Livingston, Chair; Ed Camacho, Bryan Kerschner

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

**CALL TO ORDER**

Mr. Livingston announced at 6:45 p.m. that there was no quorum present.

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 & BUILDING MANAGEMENT COMMITTEE  
NFCC

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

RE: PONUS RIDGE SCHOOL – FF&E (FURNITURE FIXTURES AND EQUIPMENT)

DATE: NOVEMBER 26, 2019

\*\*\*\*\*

Subsequent to the Board of Education adoption of the school facilities improvement plan, the City allocated approximately \$43 million for the addition and renovation of the Ponus Ridge Middle School. The renovated Ponus Ridge School will be the home of new pre-kindergarten to 8<sup>th</sup> grade Science Technology Engineering Arts & Math (STEAM) school program.

The existing Ponus Ridge Middle School, consisting of 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> grade classes, has a total enrollment of 692 students. Each grade has a total of 9 sections. The existing building is approximately 104,000 square feet. The addition of PK to 5<sup>th</sup> grade in two sections will increase student enrollment to 1,050 students. The new building addition(s) will be approximately 40,000 square feet. Overall, this project will contribute significantly to the City's and Board of Education's efforts to increase school facilities necessary to meet enrollment needs.

As part of this project the purchase of new furniture and technology for the addition and select areas of the existing building is necessary. Of the total project budget, \$1,665,000 has been allocated for the purchase of furniture, fixtures, and equipment (FFE). Copy of the drawings and specifications will be available at the Dec. 4 NFCC meeting. The State Office of School Construction Grants requires NFCC, as the local school building committee, approval of the following:

**ACTION REQUESTED:**

**Authorize the Chairman of the Norwalk Facilities Construction Commission, to certify Norwalk Facilities Construction Commission's approval of final plans, project manual, and cost estimate for the PONUS RIDGE SCHOOL - FFE State Project. No. 103-0246EA/EC/CV.**



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Norwalk, CT 06856-5125

TO: LAND USE & BUILDING MANAGEMENT COMMITTEE  
NFCC

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

RE: JEFFERSON ELEMENTARY SCHOOL – REONVATE-AS-NEW CONSTRUCTION  
MANAGER

DATE: NOVEMEBER 26, 2019

\*\*\*\*\*

The Board of Education at their April 23, 2019 regular meeting voted to recommend the re-allocation of previously approved funding to supplement the budget shortfall for three school construction projects: New Columbus at Ely, Jefferson Renovate-as-New, and Norwalk Global Academy. Subsequent to Common Council approval of the recommended special appropriation, the City moved forward by submitting a grant application to the State Office of School Construction Grants and Review (OSCGR) in June of this year for Jefferson School. The total capital budget fund available for this project is \$33,335,000.

The Jefferson Elementary School Renovate-as-New project, part of the BOE's plan to address the 900 elementary seat shortage, is scheduled to include the infill of the lower portion of the building (now the driveway) to provide Pre-K classrooms, relocation of the administration offices to the lower level, the addition of a gymnasium to separate the gym from the cafeteria, mechanical upgrades for energy efficiency, bus and vehicle circulation improvements, the removal of the portable classrooms and an overall renovation to the building to bring it to a 20 year standard as per requirements of a State Renovate-as-New grant application.

Recently, the City hired Antinozzi Associates to provide architectural services for the project. As the architects proceed with the preliminary design phase, the City issued a Request for Qualification/Proposals (RFP/P) for Construction Management Services. These services include pre-construction phase services to assist the design team in the development of plans and specifications, cost estimating services, value engineering services, project phasing and project scheduling. Following the completion of the pre-construction phase, the Construction Management, in collaboration with City Purchasing Department, will advertise the project for bids by construction trade contractors. Thereafter, the Construction Manager will assemble the trade contractors' costs together with other construction related costs to arrive at a

Guaranteed Maximum Price (GMP) which will be submitted to the Common Council for approval.

In response to the RFQ/P for construction management services, the City received a total of nine responses. An interview committee was created, consisting of Alan Lo, Sharon Conners, Bill Hodel, Tom Hamilton, and Councilman David Heuvelman. The Committee conducted interviews with the three shortlisted firms: Rizzo Corporation, Shawmut Design & Construction, and Newfield Construction Inc. After the interviews, the Committee recommended the hiring of Newfield Construction Inc. as the most responsible, responsive respondent. Newfield Construction had successfully completed three Norwalk school projects from 2005 to 2007. In 2013, they completed the Norwalk Fire Headquarters. Currently, they are managing the Ponus Ridge School renovation and addition project and they proposed to utilize the same project team for Jefferson School.

<b>Jefferson Elementary - Renovate as New - CM Cost Responses</b>				
<b>Firm</b>	<b>Preconstruction Phase Services</b>	<b>CM Fee</b>	<b>General Conditions</b>	<b>Contingency Fee</b>
Newfield Construction Inc.	\$86,550	1.20%	\$1,133,389	1.50%
Rizzo Corporation	\$136,865	1.75%	\$1,129,578	3%
Shawmut Design & Construction	\$82,000	1.40%	\$1,568,258	2.50%

**ACTION REQUESTED:**

**Authorize the Mayor, Harry W. Rilling, to execute an agreement with Newfield Construction, Inc. as the Construction Manager (CM) for the Jefferson Elementary School – Renovate-As-New Project. Terms of the agreement shall include the following:**

- **Pre-Construction Phase Services (including reimbursable allowance) for \$86,550**
- **CM Fees (% of total trade bids) at 1.20%**
- **CM Contingency (% of total trade bids) at 1.50%.**

**Following the trade contractors' bidding process, a Guaranteed Maximum Price (GMP) will be submitted to the Common Council for approval. Acct. #09195010 5777 C0619 & Acct. #09205010 5777 C0619**



**Newfield**  
**CONSTRUCTION**  
*EXPERIENCE. WE BUILD ON IT.*

225 Newfield Avenue  
Hartford, CT 06106  
860-953-1477  
Fax 860-953-1712  
newfieldconstruction.com

November 13, 2019

Carleen Megaro, Buyer  
City of Norwalk Purchasing Department  
125 East Avenue, Room 202  
Norwalk, CT 06856-5125

**RE: Request for Proposal to provide Construction Management Services for Jefferson Elementary School – Renovate-as-New State Project No. 103-0251**

Dear Ms. Megaro

On behalf of Newfield Construction, it is with pleasure that we submit our qualifications to provide construction management services for the above referenced project. We look forward to the opportunity to continue working with the City, the building committee, the various consultants and the school community to help shape this vision and make it a reality.

As a leading provider of construction services to public school clients for over 50 years, we understand that the success of each and every project starts during the planning and preconstruction phase. As the process continues, one of the most important decisions is the selection of the right construction manager to complement your team.

Therefore, we have selected the “**Best Team**” of school construction experts lead by **Stephen Buccheri, LEED AP, Project Executive** and supported by **Michael D’Angelo, Project Manager, Steve Khare, Superintendent** and **Patrick O’Loughlin, Project Engineer**. Our proposed team extensive experience working together and have completed several projects similar in nature to the Jefferson Elementary School project.

Mr. Buccheri will be assisted during preconstruction by **Joanne Cotoia, Director of Estimating** and our team of estimating professionals. Our preconstruction team has worked with many municipal/public school clients and assisted the team in the navigation of the CT DAS Office of School Construction Grants and Review process. We ask that you refer to the following differentiators as you evaluate our response.

- **An Integrated Team** – Our proposed group of local school construction experts will provide added value to your existing team.
- **Strong Preconstruction Resources** – with benchmarking tools, public school focused estimators, MEP specialists, constructability review process, pre-planning and other services all aimed at producing and maintaining a credible budget that incorporates all of the City’s goals.
- **In Depth Knowledge of State and Local Requirements** – We have completed numerous school projects in the State of Connecticut and coordinated with the various agencies necessary for a successful project including **CT Guidelines for High Performance Buildings**.
- **Cost and Schedule Accuracy** – We have a track record of completing projects we undertake on time and within budget constraints, while maximizing the use of the funds allocated.



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## EXECUTIVE SUMMARY



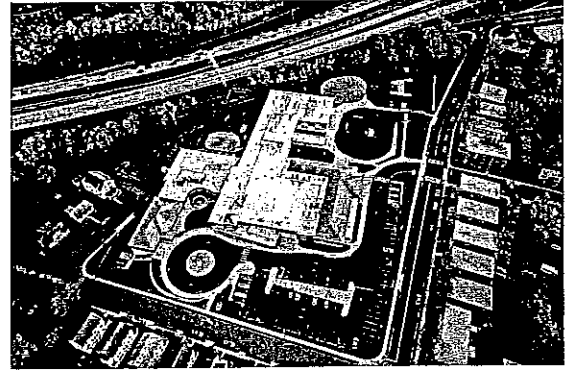
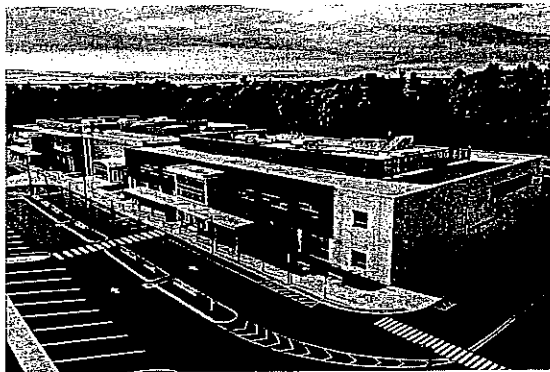
### Contact Information:

Robert Daddona, Jr.  
Vice President  
Business Development

225 Newfield Avenue  
Hartford, CT 06106  
Phone: (860) 509-3024  
Fax: (860) 953-1712

RobertDaddona@  
newfieldconstruction.com

Website Address:  
newfieldconstruction.com



Incorporated in the State of Connecticut in 1969, Newfield Construction is a privately held business providing construction services to clients throughout Connecticut and the Northeast. The company prides itself on historical excellence, a keen attention to service, excellent communication skills and a solid reputation within the industry. The Newfield workforce is comprised of accomplished estimators, professional builders and various support staff that have successfully tackled complicated projects. We are a proactive organization that continually seeks out clients and projects that both challenge and inspire us to be the best of the best. We have been providing Preconstruction Consulting, Estimating, Construction Management, General Contracting and Design/Build services to both public and private clients throughout the region for more than 50 years.

### PHILOSOPHY

Newfield Construction has successfully grown into one of the Northeast's leading construction services providers by putting the client first. We take pride in the fact that we strive to work together with our clients to develop a plan to achieve their building goals. Newfield Construction will fulfill the needs of your project by utilizing a vast variety of processes including; Value Engineering/ Value Management, development of multiple phasing plans, project specific safety plans and participation in weekly meetings to keep all vested parties up to date on all aspects of the project.

### PROJECT APPROACH

We have proposed a team of knowledgeable and experienced construction experts to compliment and assist the City of Norwalk on this challenging project. Each individual brings certain strengths that will prove invaluable as the planning continues for this building program. The Newfield team is available and committed to the success of your project.





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## NEWFIELD CONSTRUCTION - KEY FACTS

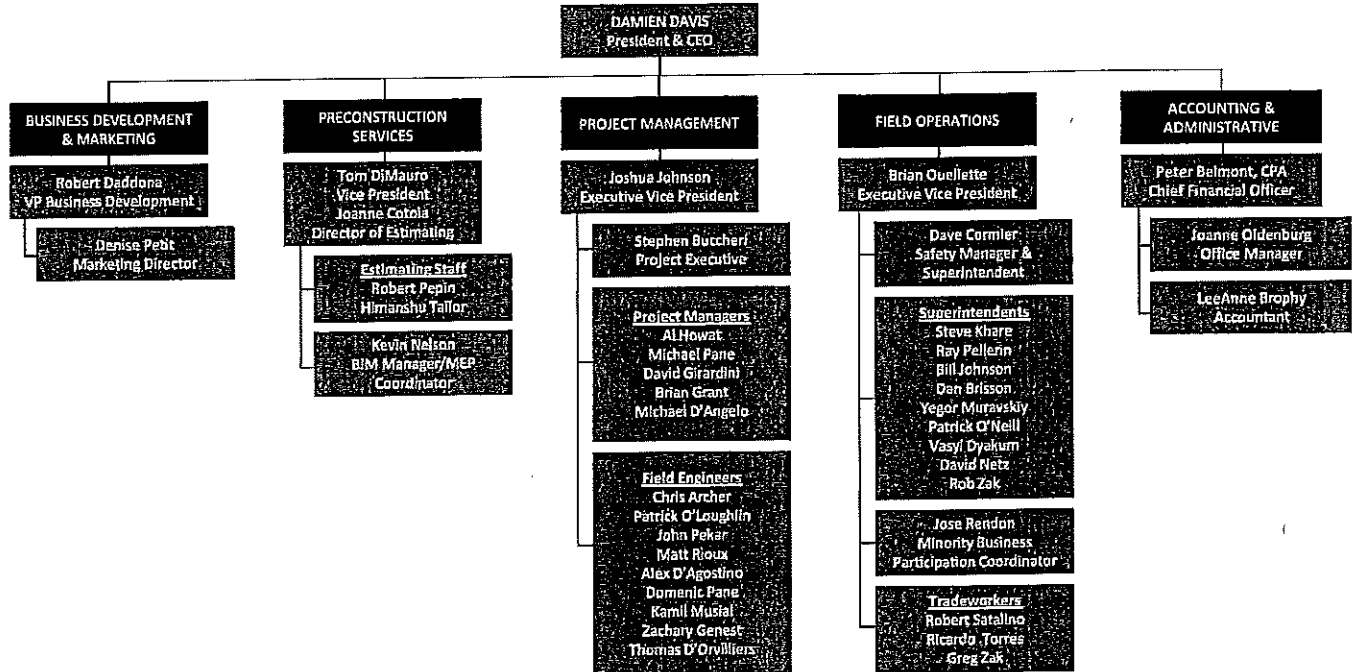
- Brief General Description of Company: Founded in 1969, Newfield Construction provides Preconstruction, Consulting, Estimating, Construction Management, General Contracting and Design/Build services to clients throughout Connecticut and the Northeast.
- 42 professional staff members comprised of Project Executives, Project Managers, Estimators and Preconstruction/Construction staff, Superintendents and various support staff.
- Long standing relationships and an understanding of the local building trade market and subcontractors' specialties

### Local Municipal and Educational Clients include:

City of Norwalk Public Schools  
City of Hartford Public Schools  
City of New Britain Public Schools  
City of Waterbury Public Schools  
City of Bridgeport Public Schools  
City of New Haven Public Schools  
Town of Rocky Hill Public Schools

Town of Westport Schools  
Town of Southington Public Schools  
Town of Bloomfield Public Schools  
Town of East Haddam Public Schools  
Town of Wethersfield Public Schools  
Town of East Granby Public Schools  
Town of Canton Public Schools

## CORPORATE ORGANIZATIONAL CHART



# CITY OF NORWALK PURCHASING DEPARTMENT

## 2.1 PRICING RESPONSE FORM, RFP # 3972 - C.M. Services for Jefferson Elementary School Renovate-as-New State Project No 103-0251

<b>Firm Name -</b> Newfield Construction Group, LLC		
<b>Address -</b> 225 Newfield Ave. Hartford, CT 06106		
<b>Phone -</b> 860-509-3024	<b>Fax -</b> 860-953-1712	<b>Email -</b> robertdaddona@newfieldconstruction.com
<b>Manager -</b> Damien Davis	Robert Daddona	<b>Fed ID#</b> 060941935

In submitting this proposal the undersigned declares that this is made without any connection with any persons making another proposal or the same contract; that the proposal is in all respects fair and without collusion, fraud or mental reservation; and that no official or the City, or any person in the employ of the City is directly or indirectly interested in said proposal or in the supplies or work to which it relates, or in any portion of the profits thereof.

The undersigned also hereby declares that he/she or they have carefully considered objectives of each element of this project, the desired end result, the environment in which services and / or products are to perform and are satisfied as to all the quantities and conditions, and understands that in signing this proposal all right to plead any misunderstanding regarding the same is waived.

The undersigned further understands and agrees that he / she will furnish and provide, through its construction contractors, the necessary material, machinery, implements, tools, labor, services, and other items of whatever nature, and to do and perform all the work necessary under the aforesaid conditions, to carry out the contract and to accept in full compensation therefore the amount of the contract as agreed to by the Construction Manager and the City.

### 1. PROPOSED FEES: Renovate-as-New Jefferson Elementary School

<b>A. Preconstruction Phase Services Fees:</b> Lump Sum in number and words based on the schedule of services.		
\$ 86,550.00	Fee in words	Eighty Six Thousand Five Hundred Fifty Dollars
<b>B. CM Fees:</b> in numbers and words: Express as a percentage cost of construction (trade costs).		
1.2	%	Fee in words One and Two Tenths Percent
<b>C. General Condition Fees:</b> in numbers and words based on the schedule of CM Services in Section 2.2. This fee is provided for general information purposes based on CM's understanding of the project. General Conditions fees shall be adjusted accordingly as part of the GMP amendment.		

## CITY OF NORWALK PURCHASING DEPARTMENT

\$ 1,133,389.00	Fee in words One Million One Hundred Thirty Three Thousand Three Hundred Eighty Nine Nine Dollars
<b>D. Contingency Fees:</b> in numbers and words, Express as a percentage cost of construction	
1.5 %	Fee in words One and Five Tenths Percent

### 2. INSURANCE:

<b>Agency Name</b>	- Travelers Property and Casualty
<b>Agency Address</b>	- One Goodwin Square - Hartford, CT 06103
<b>Submitted by</b> - Robert Daddona	- Vice President, Business Development
<b>Authorized Agent of Company (name and title)</b>	<b>Date</b> 11/13/2019

The above signatory acknowledges receipt of the following addenda issued during the bidding period and understands that they are a part of the bidding documents (if applicable):

Addendum #	1	Dated	10/28/2019	Addendum #	3	Dated	11/7/2019
Addendum #	2	Dated	11/1/2019	Addendum #		Dated	

3. Identify the project team members who will provide these services. Quantify their level of involvement (X %). Give a per diem and hourly rate for each member.

#### Jefferson Elementary School Renovate-as-New

Name & Title	Project Executive	% Involved	Hourly Rate
A Stephen Buccheri	Project Executive	25%	IN FEE
B Michael D'Angelo	Project Manager	100%	135.00
C Stephen Khare	Superintendant	100%	130.00
D Zachary Genest	Project Engineer	100%	70.00