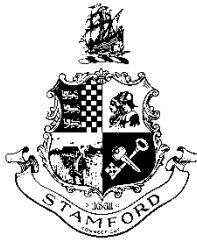


Mayor  
DAVID R. MARTIN



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## MEMORANDUM

DATE: March 22, 2019

TO: Board of Finance, Board of Representatives

FROM: Michael E. Handler, Mold Task Force

CC: Mayor Martin

RE: Draft Contract for Architectural Services for Westover Magnet School Renovation

Members of the Board of Representatives and Board of Finance,

Attached you will find the most recent draft contract with KG&D Architects for the renovation of Westover Magnet Elementary School. By way of background, the Mold Task Force interviewed three separate architect/engineering firms to work with the task force on a multitude of projects within our schools and obtained three competitive quotes for both Phase 1 and Phase 2 work. Ultimately, KG&D was selected to conduct the Phase 1 Analysis for Westover Magnet. KG&D was chosen because they have specific expertise in managing similar projects, most recently within the Town of Westport. Based on the quality of their Phase 1 Analysis and the desire to maintain professional continuity given the extremely compressed timeframe, the Task Force has chosen to award the Phase 2 work on this project to KG&D.

Attached please find the most recent draft contract with associated attachments. While this contract is not in final form, we are not anticipating material changes as we complete final negotiations. With respect to the Architect's fee for basic services outlined in Article 11.1, please know that certain aspects of the project (civil engineering, among others) are not included yet in this \$929,095 fee. This is because we are still awaiting Phase 1 civil work from Tighe & Bond, working on behalf of the Mold Task Force. Once their report is obtained, Tighe & Bond's civil engineering will be managed by KG&D and the fee for their work will be passed through to the City without a KG&D markup (per Article 11.4). Please note that the Task Force opted not to engage KG&D on a percent of construction cost basis. This was done deliberately to control costs as this avoids the inherent conflict where the architect is dis-incentivized in reducing the overall project costs, when possible.

The Task Force fully recognizes the limited time for Board review. We want to reiterate the importance of having signed contracts in place by April 1<sup>st</sup> so that design work can proceed. We thank you for your understanding and are available to answer any questions you may have.