



## ***Education Committee - Board of Representatives***

Megan Cottrell, Chair

Ramya Shaw, Vice Chair

# **Committee Minutes**

**Date:** Thursday, March 28, 2024  
**Time:** 7:00pm  
**Place:** *This meeting was held remotely.*

The Education Committee met as indicated above. In attendance were Chair Cottrell and Committee Member Reps. Pierre-Louis, Strain, and Weinberg. Vice Chair Shaw was excused, and Committee Members Reps. Jean-Louis and Mays were absent. Also in attendance was Katherine Lobalbo, Director of BOE School Construction; Chuck Warrington, Colliers Project Leaders; Rick Robinson, Pullman & Comley; Lou Casolo and Chris Dellaselva, Law Department; and one member of the public.

Chair Cottrell called the meeting to order at 7:02pm.

<b>Item No.</b>	<b>Description</b>	<b>Committee Action</b>
1. <a href="#">E31.029</a>	APPROVAL; Agreement between City of Stamford and Dimeo-Bismark, a Joint Venture, for Construction Manager At-Risk Services at the New Westhill High School Construction Project (Under RFP No. 2024.0300) [Cost: Pre-Construction Fee - \$669,506.95; Construction Phase Fee – 1.95% of Cost of Work, based on Construction Budget of \$257,696,058]. 03/05/24 – Submitted by Matt Quinones 03/14/24 – Approved by Board of Finance, as amended, 5-1-0	<b>Approved 4-0-0</b>

Ms. Lobalbo, Mr. Warrington, and Attorney Robinson reviewed this item and there was discussion. Some points that were covered:

This contract was awarded based upon many factors: experience, expertise, staffing, multiple firm interviews, and pricing. Five firms responded. There was a rigorous contract negotiation process led by Attorney Robinson. Dimeo-Bismark was the lowest price but that is not the reason they were chosen. The selection committee determined they were best value for the money.

This is being done under a “guaranteed maximum price” method, not a lump sum contract price. It is a more transparent process than a general contract. Once the pre-construction phase is over, the expectation and duty is for the construction manager at-risk to engage in a process of competitive bidding to find trade contractors. When this process is complete, the construction manager at-risk will take the successful bids plus construction phase fees and propose a guaranteed maximum price. That means we do not know today what exactly the price will be.

There are some protections with a guaranteed maximum price. If it comes out to be in excess of authorized funding, alternatives will be sought to bring the project scope within the authorized funding amount or additional funds will be sought. Once the guaranteed maximum price is agreed upon it becomes an amendment to the contract.

There is a provision in the contract that approval of the Board of Finance is a requirement of the acceptance of the guaranteed maximum price.

This process differs from a general contractor's bid in that the architectural team is required to give cost estimates and there is upfront input on the designs. This does not happen with a general contract. The owner's representative team holds both the architectural and construction teams to a known budget from the grant application. We are getting both a designer's estimate and a construction estimate. This gives an advantage to see if there is a discrepancy between the estimate and the budget. So we find out the discrepancy now and that conversation happens before it goes out to trade contractors.

Construction commencement date is October 1, 2025, and the guaranteed maximum price will precede this date.

Construction will be approximately \$260M, and soft costs (furniture, fixtures, computers, architectural services, engineering services, owner's project manager, commissioning agent, etc.) will be approximately \$40M.

A motion to approve Item #1 was made, seconded, and approved by a vote of 4-0-0 (Reps. Cottrell, Pierre-Louis, Strain, and Weinberg in favor).

2. [E31.030](#)      APPROVAL; Agreement between City of Stamford and BVH Integrated Services, Inc. for Commissioning Agent Services (Under RFP No. 2024.00194) [Cost: \$409,195 plus \$60,000 allowance].  
03/05/24 – Submitted by Matt Quinones  
03/14/24 – Approved by Board of Finance 6-0-0      **Approved 4-0-0**

Mr. Warrington and Ms. Lobalbo reviewed this item and there was discussion. Some points covered:

Commissioning services are a statutory requirement for any projects funded or partly funded by the State. This has been in effect for at least 20 years. This was not a requirement when Westover School was built, which had very serious mold problems.

The law requires hiring a third party consultant to oversee mechanical, electrical, and plumbing systems, building envelope systems, the emergency generator, and other nuances. All of these systems have to work together as a unit to maintain energy efficiency. The commissioning agent will oversee not only the mechanicals, but the building envelope system as a whole.

The commissioning agent will develop a commissioning specification which contractors are required to follow.

The selection process was similar to the process of Item #1.

The technologies that have developed in recent years have evolved tremendously in the knowledge of a building envelope. There are now vapor barriers that are put underneath the building slab, in the walls, windows, and roof. There must be a continuous barrier. The commissioning agent is one part of insuring this is complete.

By law the mechanical systems have to bring fresh air into the building. There will be CO2 sensors that will sense when fresh air has to be brought in. New system ventilators bring air in from the rooftop units through a dedicated outside air system (DOAS).

The commissioning agent makes sure that all of these systems and complex algorithms are working properly. This will be tested when the heating season starts. Ten months after the building is occupied the commissioning agent will do an inspection and will meet with the Stamford facilities team.

A motion to approve Item #2 was made, seconded, and approved by a vote of 4-0-0 (Reps. Cottrell, Pierre-Louis, Strain, and Weinberg in favor).

Chair Cottrell adjourned the meeting at 8:04pm

Respectfully submitted,  
Megan Cottrell, Chair

This meeting is on [video](#)