



WESTPORT

TOWN OF WESTPORT
REPRESENTATIVE TOWN MEETING
RTM SPECIAL MEETING PACKET
FEBRUARY 13, 2024
07:30 PM



TOWN OF WESTPORT

RTM SPECIAL MEETING AGENDA

FEBRUARY 13, 2024
07:30 PM

Call

All Representative Town Meeting members and inhabitants of the Town of Westport are hereby notified that a special meeting of the Representative Town Meeting members will be held at Town Hall, 110 Myrtle Ave. in the auditorium on Tuesday, February 13, 2024 at 7:30 p.m. for the purposes listed below.

Attachment: [Resolutions.pdf](#)

1. Long Lots Elementary School & Stepping Stones Pre-School Design

To take such action as the meeting may determine, upon the request of the Long Lots School Building Committee, to approve an appropriation of \$6,800,000 along with bond and note authorization, to the Municipal Improvement Fund Account for the design of the new Long Lots Elementary School and Stepping Stones Pre-school.

Attachment: [LONG LOTS BOF BOOKLET FOR FUNDING 2-7-2024.pdf](#)

Attachment: [LLSBC Updates Town Website](#)

Attachment: [Finance Committee Report.pdf](#)

Attachment: [Education Committee Report.pdf](#)

**RTM Special Meeting
February 13 ,2024**

RESOLUTIONS

(1)

RESOLVED: That upon the recommendation of the Board of Finance and a request by the Long Lots School Building Committee, the sum of \$6,800,000 along with bond and note authorization, to the Municipal Improvement Fund Account for the design of the new Long Lots Elementary School and Stepping Stones Pre-school is hereby appropriated.

TOWN OF WESTPORT, CONNECTICUT

A RESOLUTION APPROPRIATING \$6,800,000 FOR COSTS ASSOCIATED WITH THE DESIGN OF THE LONG LOTS ELEMENTARY SCHOOL AND STEPPING STONES PRESCHOOL AND AUTHORIZING THE ISSUANCE OF BONDS TO FINANCE SUCH APPROPRIATION.

RESOLVED: That upon the recommendation of the Board of Finance, the Town of Westport, Connecticut (the "Town") hereby appropriates the sum of Six Million Eight Hundred Thousand and 00/100 Dollars (\$6,800,000) for costs associated with the design of Long Lots Elementary School and Stepping Stones Preschool in the Town, including, but not limited to, the preparation of design documents, architectural and engineering services, preconstruction services and consultants, testing, filing and printing costs associated with design and approvals, as well as, related administrative, contingency, financing, consultant and other soft costs (the "Project").

Section 1. As recommended by the Board of Finance and for the purpose of financing Six Million Eight Hundred Thousand and 00/100 Dollars (\$6,800,000) of the foregoing appropriation, the Town is hereby authorized to borrow a sum not to exceed Six Million Eight Hundred Thousand and 00/100 Dollars (\$6,800,000) and issue general obligation bonds for such indebtedness under its corporate name and seal and upon the full faith and credit of the Town in an amount not to exceed said sum for the purpose of financing the appropriation for the Project.

Section 2. The First Selectwoman, Selectmen and Finance Director are hereby appointed a committee (the "Committee") with full power and authority to cause said bonds to be sold, issued and delivered; to determine their form, including provision for redemption prior to maturity; to determine the aggregate principal amount thereof within the amount hereby authorized and the denominations and maturities thereof; to fix the time of issue of each series thereof and the rate or rates of interest thereon as herein provided; to designate the bank or trust company to certify the issuance thereof and to act as transfer agent, paying agent and as registrar for the bonds, and to designate bond counsel. The Committee shall have all appropriate powers under the Connecticut General Statutes including Chapter 748 (Registered Public Obligations Act) to issue the bonds and, further, shall have full power and authority to do all that is required under the Internal Revenue Code of 1986, as amended, and other applicable laws and regulations of the United States and the state of Connecticut (the "State"), to provide for issuance of the bonds in tax exempt form,

including the execution of tax compliance and other agreements for the benefit of bondholders, and to meet all requirements which are or may become necessary in and subsequent to the issuance and delivery of the bonds in order that the interest on the bonds be and remain exempt from federal income taxes, including, without limitation, to covenant and agree to restriction on investment yield of bond proceeds, rebate of arbitrage earnings, expenditure of proceeds within required time limitations and the filing of information reports as and when required and to execute Continuing Disclosure Agreements for the benefit of holders of bonds and notes.

Section 3. The Bonds may be designated "Public Improvement Bonds," series of the year of their issuance and may be issued in one or more series, and may be consolidated as part of the same issue with other bonds of the Town; shall be in serial form maturing in not more than twenty (20) annual installments of principal, the first installment to mature not later than three (3) years from the date of issue and the last installment to mature not later than twenty (20) years therefrom, or as otherwise provided by statute. The bonds may be sold at not less than par and accrued interest at public sale upon invitation for bids to the responsible bidder submitting the bid resulting in the lowest true interest cost to the Town, provided that nothing herein shall prevent the Town from rejecting all bids submitted in response to any one invitation for bids and the right to so reject all bids is hereby reserved, and further provided that the Committee may sell the bonds, or notes, on a negotiated basis, as provided by statute. Interest on the bonds shall be payable semiannually or annually. The bonds shall be signed on behalf of the Town by the First Selectwoman and the Finance Director, and shall bear the seal of the Town. The signing, sealing and certification of said bonds may be by facsimile as provided by statute. The Finance Director shall maintain a record of bonds issued pursuant to this resolution and of the face amount thereof outstanding from time to time, and shall certify to the destruction of said bonds after they have been paid and cancelled, and such certification shall be kept on file with the Town Clerk.

Section 4. The Committee is further authorized to make temporary borrowings as permitted by the General Statutes and to issue a temporary note or notes of the Town in anticipation of the receipt of proceeds from the sale of the bonds to be issued pursuant to this resolution. Such notes shall be issued and renewed at such times and with such maturities, requirements and limitations as provided by statute. Notes evidencing such borrowings shall be signed by the First Selectwoman and the Finance Director, have the seal of the Town affixed, which signing and sealing may be by facsimile as provided by statute, be certified by and payable at a bank or trust company incorporated under the laws of this or any other state, or of the United States, be approved as to their legality by bond counsel, and may be consolidated with the issuance of other Town bond anticipation notes. The Committee shall determine the date, maturity, interest rates, form and manner of sale, including negotiated sale, and other details of said notes consistent with the provisions of this resolution and the General Statutes and shall have all powers and authority as set forth above in connection with the issuance of bonds and especially with respect to compliance with the requirements of the Internal Revenue Code of 1986, as amended, and regulations thereunder in order to obtain and maintain issuance of the notes in tax exempt form.

Section 5. Upon the sale and issuance of the bonds authorized by this resolution, the proceeds thereof, including any premium received upon the sale thereof, accrued interest received at delivery and interest earned on the temporary investment of such proceeds, shall be applied forthwith to the payment of the principal and interest of all notes issued in anticipation thereof or shall be deposited in trust for such purposes with a bank or trust company, or shall be applied or rebated as may be required under the provision of law. The remainder of the proceeds, if any, after the payment of said notes and of the expense of issuing said notes and bonds shall be applied to further finance the appropriation enacted herein.

Section 6. In each fiscal year in which the principal or any installment of interest shall fall due upon any of the bonds or notes herein authorized there shall be included in the appropriation for such fiscal year a sum equivalent to the amount of such principal and interest so falling due, and to the extent that provision is not made for the payment thereof from other revenues, the amount thereof shall be included in the taxes assessed upon the Grand List for such fiscal year and shall not be subject to any limitations of expenditures or taxes that may be imposed by any other Town ordinance or resolution.

Section 7. Pursuant to Section 1.150-2 (as amended) of the federal income tax regulations the Town hereby expresses its official intent to reimburse expenditures paid from the General Fund, or any capital fund for the Project with the proceeds of the bonds or notes to be issued under the provisions hereof. The allocation of such reimbursement bond proceeds to an expenditure shall be made in accordance with the time limitations and other requirements of such regulations. The Finance Director is authorized to pay Project expenses in accordance herewith pending the issuance of the reimbursement bonds or notes.

Section 8. The Town of Westport, or other proper authority of the Town, is authorized to take all necessary action to apply for and accept any available State or Federal grants, or other gifts and contributions, in aid of financing the Project. Once the appropriation becomes effective, the First Selectwoman, or other appropriate official of the Town, is hereby authorized to spend a sum not to exceed the aforesaid appropriation for the Project, including any grants received and applied towards the costs of the Project, and is specifically authorized to make, execute and deliver any contracts or other documents necessary or convenient to complete the Project and the financing thereof.

Section 9. The Committee is hereby authorized to take all action necessary and proper for the sale, issuance and delivery of the bonds (and notes) in accordance with the provisions of the Town Charter, the Connecticut General Statutes, and the laws of the United States.



BOARD OF FINANCE
LONG LOTS ELEMENTARY SCHOOL
REQUEST FOR DESIGN FUNDING
FEBRUARY 7, 2024



Long Lots School Building Committee

January 31, 2024

Ms. Jennifer S. Tooker
First Selectwoman
Town of Westport
110 Myrtle Avenue, Town Hall
Westport, CT 06880

RE: Request for Appropriation of \$6,800,000 along with bond and note authorization to the assigned Municipal Improvement Account for the design of the new Long Lots Elementary School and Stepping Stones Pre-school.

Dear Ms. Tooker;

The Long Lots School Building Committee herein requests an appropriation of \$6,800,000 with bond and note authorization to the assigned Municipal Improvement Account for the design of a new Long Lots Elementary School, Stepping Stone Pre-school and Site. This funding is part of the larger Long Lots project. The appropriated monies will be for preparation of Design Documents (schematic design, design development and construction documents) to assist the Town in the construction of a new Long Lots Elementary School and associated site work at 13 Hyde Lane to accommodate the students, staff and the addition of Stepping Stones Pre-school. The requested funds will be allocated to Architectural and Engineering services, Construction Manager pre-construction services, Owner hired pre-construction consultants, Owner Representative services as well as necessary testing, filing and printing costs associated with design and approvals. This project is eligible for partial reimbursement from the State Office of School Construction Grants and Review (OSCG&R). We anticipate the design process to start as soon as March of 2024.

This appropriation request is the culmination of over a year of study including more than twenty working sessions which included lengthy public Q&A. We have done our best to accommodate each stakeholder as best we can and will continue to advocate in the children's and Town's best interest throughout the process. The LLSBC's primary focus will always be children and school-centric. We are recommending what we believe best meets the educational needs of the school district and the town of Westport over the next 50+ years, while balancing all other impacts of the project.

Respectfully submitted,

The Long Lots School Building Committee
John Broadbin, Kevin Christie, Jay Keenan, Don O'Day, Srikanth Puttagunta, Joe Renzulli, Tim Wetmore, Susan Chipouras

FISCAL YEAR 2024

TOWN OF WESTPORT, CT

JUSTIFICATION FOR A CAPITAL PROJECT

DEPARTMENT INFORMATION

DEPT NAME: Department of Public Works	Date: 2/7/2024
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PROJECT NAME AND DESCRIPTION
 Replacement of the Long Lots Elementary School, 13 Hyde Lane, Westport, Ct

IS IT LISTED IN THE 5-YR CAPITAL FORECAST? YES NO

If no, why not?
 If yes, answer the following two questions:
 Which FY was the project first proposed?
 Which FY was the project first planned? FY 2022-23 FY 2024 - 2026

APPROXIMATE COST: \$6,800,000 as part of overall cost of \$98,200,000 COST IN CAPITAL \$85,000,000 (Net, assumes 15-16% FORECAST: Reimbursement from State)

CONTINGENCY (15%): **←TOTAL REQUEST→ \$6,800,000**

SOURCE OF FUNDS:

CAPITAL BOND <input checked="" type="checkbox"/>	GEN'L FUND <input type="checkbox"/>
CNR <input type="checkbox"/>	GRANT <input type="checkbox"/>
STATE <input type="checkbox"/>	OTHER <input type="checkbox"/>

OTHER, DESCRIBE:
 PAYBACK PERIOD: N/A

PROJECTED START DATE: Design 3/15/2024 EST. COMPLETION DATE: 2027

ESTIMATED USEFUL LIFE: 50+ years

Is this project part of a larger capital project?

Has an RFP been issued? YES NO

Have bids been received? YES NO Number of bids received: In process

Was the lowest bid the winner? YES NO If not, why? In process

I:\A_PROJECTS\Surveys\Drawing 2021-2025\2022 Drawing\2022-12 Long Lots Elementary School Project\Long Lots Elementary school Building Committee\Phase 2 - CAPITAL PROJECT REQUEST FORM 12.15.2023 1.docx

Who will benefit from the project? The students, families, and staff of Long Lots Elementary school and the Town of Westport

Is it a replacement? YES NO

If yes, describe condition of what is to be replaced: _____

Pictures attached? YES NO

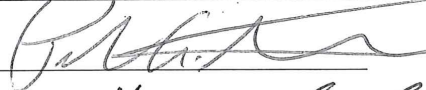
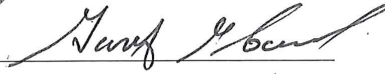

What other approvals/reviews are necessary to begin this project? This design phase can commence with the approval of the RTM and Board of Selectwomen

FINANCE

This section to be completed by the Finance Director.

EFFECT ON TOWN FINANCES, INCLUDING DEBT SERVICE:
IF APPROVED:
IF NOT APPROVED:

REVIEW/SIGN-OFF

DEPARTMENT HEAD		DATE: 2-7-24
FINANCE DIRECTOR		DATE: 2-7-2024
FIRST SELECTMAN		DATE: 2/7/24

Long Lots Building Committee Appropriation Request

Town Hired Design Consultant: Architect, MEP Engineer, Civil/Site Engineer, Structural Engineer, Building Envelope Consultant, HVAC Peer Review, Structural Peer Review.	\$ 6,200,000
Construction Manager (Pre-Construction Services)	\$ 190,000
Town Project Manager / Owner's Rep	\$ 175,000
Testing, Studies, and Borings	\$ 195,000
Printing and Miscellaneous	\$ 40,000
Total Appropriation Request	\$ 6,800,000



Long Lots School Building Committee

February 5, 2024

Mr. Lee Caney
Chairman, Board of Finance
Town of Westport
110 Myrtle Avenue, Town Hall
Westport, CT 06880

RE: Long Lots School Building Committee's Benchmarking Analysis.

Dear Mr. Caney and Members of the Board of Finance;

Attached are new and expanded cost and enrollment ratios associated with recent school construction projects in and around Fairfield County. This information is in response to your feedback during our December meeting where we were requested to add additional school projects and expand on the source material of the benchmarking data that was presented. Please note; benchmarking to other bid or completed construction projects is not typically done in the feasibility stage of a project, but we have been asked, so we are providing.

We are now showing twelve separate school projects with information from several sources versus the six shown in December.

Regarding the source of our data: while the information we sought is eventually in the public domain, immediate access is cumbersome, particularly when a project is still underway. Thus, the Building Committee engaged Colliers Engineering and Design to assist us in gathering this information and helping us ensure that our data was comparable. The analysis includes inflation adjustments to the completed projects in order to better assess what the school construction costs would be today (versus pre-pandemic).

You will also see that the school projects shown on the attached page vary in regards to their level of completion. Some are just in the early stages (e.g., Roxbury in Stamford is in the Design phase) while others are complete and students are now in the school. Examples of completed projects are: Cranbury School in Norwalk, Pleasant Valley in South Windsor, and Wendell Cross in Waterbury. To reiterate, none of the schools are in the Feasibility stage as is Long Lots.

We were able to locate five schools that, similar to the proposed new Long Lots School, have a Preschool plus a K – 5 school under one roof. Cranbury, as mentioned above, is an example of a PreK – 5 school. We noticed during our visit that Cranbury School, unlike the proposed Long Lots School, has a combined gymnasium and multi-purpose room. If you were to add the square footage for a separate multi-purpose room to the Cranbury school their square feet per student would be 168, higher than Long Lots. Without visiting each school, it is difficult to determine these types of design differences. Of course, the design of separate large common rooms or combined rooms is a financial and value judgement between the Board of Education and their specifications, the town's funding bodies, and the residents of Westport.

Additionally, when examining the students per square foot metric, keep in mind that the presence of a preschool, with roughly 50% of the student population receiving special education services, requires more specialized rooms as well as having a bit of duplication for administrative rooms (e.g., two principals, etc.).

You will see that the Long Lots square foot per student metric of 161 is slightly higher than the 154 average for all of the schools in the study. A reminder that the actual future square footage of the new Long Lots school is unknown at this feasibility stage. If you refer to page 8 of the feasibility study, the total square footage of the Education Specifications came out to 85,275 sq ft. Then, a multiplier is applied as an estimate to account for hallways, bathrooms, mechanical rooms, etc. While this is a reasonable estimate to assume for the feasibility level assessment, we will work with the architects in the design phase to be as efficient as possible with space planning.

Finally, the projected feasibility level cost shown for long Lots of \$92.1M is **not** inclusive of the recommended enhanced sustainability option. Our estimate is that a fully sustainable school, inclusive of geothermal, would increase the costs by approximately \$6.1M (\$777 per sq ft). We know, however as we move forward through this design process, we will be looking at two areas to reduce overall incremental costs: 1) value

● Page 3

February 5, 2024

engineering, and 2) Federal, State and utility monies which could result in rebates and reimbursements in the range of 30% - 50%. As we get into the design stage, collaboration with the funding bodies will be maintained throughout the process.

Finally, reimbursement rates from the State are not shown. The Town has placed a 15-16% reimbursement in the Capital Forecast. The reimbursement process is long and arduous and we need to file with the Office of School Construction Grants & Review before we can have a conversation with Harford regarding reimbursement.

We look forward to walking you through the numbers.

Respectfully submitted,

The Long Lots School Building Committee

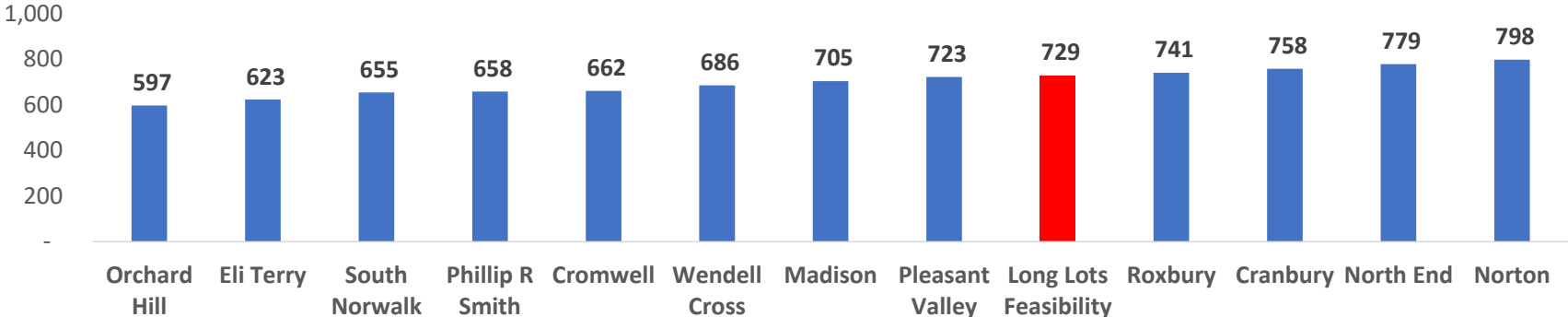
John Broadbin, Kevin Christie, Jay Keenan, Don O'Day, Srikanth Puttagunta, Joe Renzulli, Tim Wetmore, and Susan Chipouras

	Long Lots	Cranbury	Cromwell	Pleasant Valley	Norton	North End	Madison	South Norwalk	Roxbury	Wendell Cross	Phillip R Smith	Eli Terry	Orchard Hill
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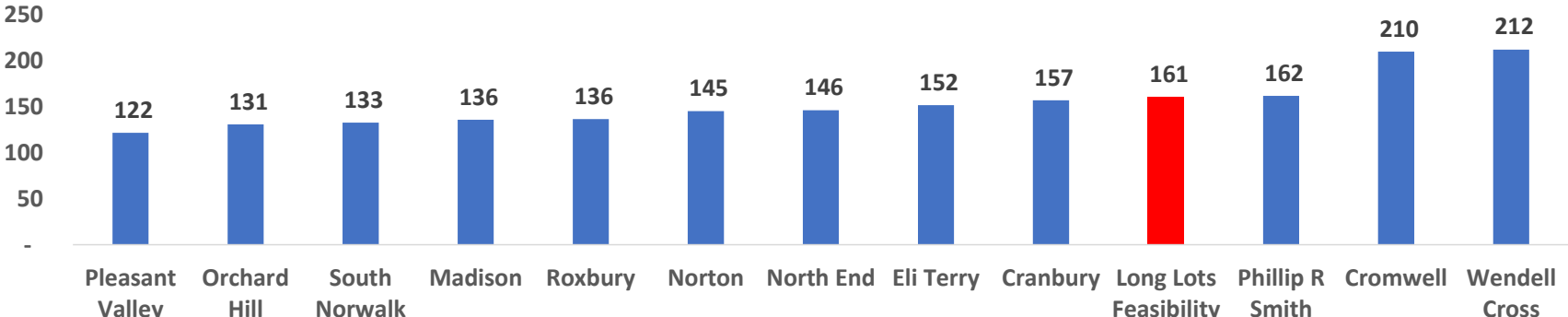
Project Approval Date	TBD	2019	2022	2019	2023	2023	2021	2022	2023	2018	2018	2018	2017	
Building Size (sq ft)	126,355	65,130	96,534	97,740	96,058	115,465	86,990	90,987	115,992	95,446	64,559	70,868	75,299	
Existing School to be Demolished	On site	On Site	On Site	On Site	On Site	No	Off Site	No	On Site	On Site	On Site	On Site	No	
Grades	Pre K - 5	Pre K - 5	6-8	Pre K - 5	K - 6	Pre K - 6	Pre K - 5	Pre K - 5	K - 8	Pre K - 8	K - 5	K - 5	Pre K - 5	
Projected Enrollment	787	415	460	803	661	790	640	685	850	450	399	467	576	
Enhance Sustainability	Proposed	No	No	No	No	No	Yes	No	TBD	No	No	No	No	
Project Status	Feasibility Study	Building Complete	Construction Underway	Building Complete	Design Stage	Design Stage	Design Completed	Construction Underway	Design Stage	Building Complete	Building Complete	Building Complete	Building Complete	
Information Source	Newfield	Newfield	Newfield	Colliers	LLSBC	LLSBC	Colliers	Newfield	LLSBC	Newfield	Colliers	Colliers	Colliers	
Costs (\$M)														
Construction Costs	80.1	43.0	55.6	57.7	62.5	73.7	49.4	51.8	72.0	57.0	33.0	35.0	36.1	
Soft Costs	12.0	6.4	8.3	13.0	14.2	16.2	11.9	7.8 ¹	14.0	8.5	9.5	9.2	8.9	
Total Costs	92.1	49.4	63.9	70.7	76.7	89.9	61.3	59.6	86.0	65.5	42.5	44.2	45.0	
Key Ratios														
Construction Cost per Sq Ft (\$)	634	660	576	590	651	638	568	569	621	597	511	494	479	Avg. 584
Soft Costs per Sq Ft (\$)	95	98	86	133	148	140	137	86	121	89	147	129	118	117
Total Costs per Sq Ft (\$)	729	758	662	723	798	779	705	655	741	686	658	623	597	701
Square Feet per Student	161	157	210	122	145	146	136	133	136	212	162	152	131	154
Other Ratios														
Initial Project Cost per Student (\$)	117,027	119,036	138,913	88,010	116,036	113,797	95,781	87,007	101,176	145,556	106,501	94,570	78,090	Avg. 107,808
Other Information														
Enhanced Sustainability (\$M)	6.1						3.5							
Adj Total Cost per Sq Ft. (\$)	48						40							

¹ The City of Norwalk paid \$14M for the land that the new South Norwalk occupies. This cost is NOT included in the numbers above. If it were, the total cost per sq ft would be \$809 vs the \$655.

Cost per Square Foot



Square Feet per Student



Remote Attachment:

[LLSBC Updates Town Website \(https://www.townofraleigh.com/committees/llsbc/llsbc-updates\)](https://www.townofraleigh.com/committees/llsbc/llsbc-updates) (LINK)

February 8, 2024

RTM Finance Committee Meeting with the Long Lot School Building Committee (LLSBC)

RE: Upon the request of the Long Lots School Building Committee, to approve an appropriation of \$6,800,000 along with bond and note authorization, to the Municipal Improvement Fund Account 30506650-500385-10133 for the design of the new Long Lots Elementary School and Stepping Stones Pre-school.

In Attendance for the RTM Finance Committee :

- Seth Braunstein – Chairman
- Noah Hammond
- Nancy Kail
- Don O’Day
- Mike Perry

In Attendance for the LLSBC :

- Jay Keenan – Chairman
- Don O’Day
- Srikanth Puttagunta
- Tim Wetmore
- Joseph Renzulli

Other Westport Officials in attendance:

- Lee Goldstein – Chair of the Board of Education
- Elio Longo – CFO, Westport Public Schools

DISCUSSION SUMMARY AND VOTE

The LLSBC provided an overview of the series of events that have brought us to this point with Chair Jay Keenan detailing how the process began in early 2022 at the behest of the BOE to determine whether a renovation as new or full replacement would be the best way forward for Long Lots. He explained that the mandate included consideration of a larger school population and the inclusion of the Stepping Stones pre-school.

Building engineers were hired to look at the existing school as walls were opened, roofs inspected, water incursion and rust assessed, and mechanical systems scrutinized. An RFP/RFQ was put out for architects and engineers, and they worked with the BOE to determine Educational Specifications that would need to be considered. The LLSBC came up with a feasibility study for the building which included a number of potential options across renovate as new and new build that ranged from \$92M to \$112M. Ultimately a decision was made by the LLSBC that a new build would be the best way forward and a recommendation was made to the First Selectwoman on October 16th for “concept C” to be pursued and the approval process began. The LLSBC had two informational sessions with the BOF and then had two meetings with P&Z which ultimately resulted in an approved 8-24 on January 22nd. With the approved 8-24 in hand the LLSBC then met formally with the BOF to request this initial funding appropriation and received a unanimous approval on February 7th. They also confirmed that the RTM Education Committee which had also met on this same appropriation request just prior to the Finance Committee meeting had similarly provided a unanimous vote in recommending approval of the requested funds to the full RTM.

The LLSBC then provided a detailed Benchmarking study that compared the projected costs and project elements for a new LLS to other similar schools that were either recently completed or are currently being constructed. Benchmarking figures include inflation escalators for the completed projects in order to get more accurate comparisons. For some

historical perspective we learned that Staples cost \$78.9M but would cost ~\$132M today accounting for inflation. We also learned how the Ed Specs that have been provided are explicit in requiring no combined rooms so that when making comparisons to other towns that allow for combined rooms there would be differences in the square feet per student. We also heard how the inclusion of Stepping Stones would also be a driver of higher square feet per student given need for space to cover duplicate administrative functions and to account for a fairly high % of Stepping Stones students having special needs.

During the Benchmarking discussion there was a recognition that there are significant variances across the school projects in terms of soft costs. We discussed what these soft costs are and what could potentially influence them. LLSBC member Don O’Day provided a direct anecdote based on his involvement in the CMS project where they ended up seeing much higher soft costs due to things like testing costs, cleaning costs, and transportation costs that were unique to that project. He relayed that for CMS the soft costs ended up as 21% of the total vs. an estimated 12% for LLS (which Don said could potentially end up being higher). The safety of the student population would be included here (which could be a significant cost given the need to build a school while the existing school remains in service on the same piece of property in close proximity to each other). Technology implementation would be a soft cost as would decisions on whether to purchase new library books.

The LLSBC then provided a walk through of the specific elements behind the \$6.8M being requested:

Town Hired Design Consultant: Architect, MEP Engineer, Civil/Site Engineer, Structural Engineer, Building Envelope Consultant, HVAC Peer Review, Structural Peer Review.	\$6,200,000
Construction Manager (Pre-Construction Services)	\$190,000
Town Project Manager / Owner's Rep	\$175,000
Testing, Studies, and Borings	\$195,000
Printing and Miscellaneous	\$40,000
Total Appropriation Request	\$6,800,000

Each of the above elements was discussed. We learned that the biggest component of these expenditures (the \$6.2M) is not broken down in order to be purposefully opaque so as to not provide info that will guide bids; however, the necessity of each component of this \$6.2M was explained. Included in this component would be costs associated with assuring that the concerns of neighbors related to drainage would be properly assessed.

We learned what the Construction Manager is and the crucial role they will play in helping with budgeting and scheduling. This firm’s role will run throughout the full duration of the project but this \$190K only covers the initial phase of the project through bidding. The full fee for this role will be based on the value of the entire construction project.

We learned what the Town Project Manager is and were introduced to Susan Chipouras who served in the same role for the successful Staples and CMS projects in the past and will be reprising this critical role on the LLS project.

In the course of our discussion a number of additional topics/concerns were touched upon:

It was noted that a new LLS would include more students and more staff so would not be surprised if more parking were required.

We learned that there are no contingency costs built in beyond the portion of architects fee that rolls over into the construction budget.

A traffic study was muted but dismissed as it was easy to recognize that as a school you could be certain that heavier traffic would occur twice a day. Seems silly to spend money to state what we already know - we know that at drop off and pick up there will be increased traffic volumes. There is a hope that some of the traffic could be alleviated by designing a longer pick up and drop off loop to accommodate parents.

Questions were raised about how state reimbursement for school projects works. We learned it ranges from 11% for new to 21% for renovation but if you can prove that it is actually cheaper/more efficient to build as new you can go back to 21% and then the net reimbursement gets winnowed down by certain design elements and features. 15% expected reimbursement is what is in the Capital Forecast.

In perhaps the most interesting moment of the night we learned that some towns have gone through their state legislator to get waivers for space standards and square footage/child that can define the exact reimbursement levels. Everyone agreed that this is something that should be pursued given Susan Chipouras' belief that other towns that have pursued this tactic have all gotten their requests and eliminated the uncertainty over State reimbursement levels.

There was also an effort to try to get a sense for the time frame on this project from start to completion and understandably, the LLSBC is reticent to provide a projection at this early time. In terms of broad expectations, they would hope to have bids by the end of 2024 but also recognize that may be an overly optimistic expectation. They expect construction would take 18-24 months and then another 8 - 10 months to demolish the old school and associated features like parking lots. Made the point that there will be a period of time when there will be 2 buildings, lots, etc. on the property.

It was confirmed that all demolition costs and hazmat removal costs are included in the overall estimated cost for the project.

We also asked how having a 3-story building rather than the currently recommended 2-story structure would impact project costs. The belief of the LLSBC is that going higher (or lower by digging down and bringing in fill to level areas) would increase direct construction costs. They also made the point that adding an additional story has significant implications for increased supervision per additional level. It was also noted that adding a third story would require a variance as that residential zone only allows for 2.5 stories.

The point was made that approval of this appropriation request was a needed next step forward on the road to ultimate successful completion of a new LLS school.

Questions/Comments from the general public were brief:

- The head of LLS PTA wanted everyone to understand how heavy the usage is of both the gym and auditorium spaces as a way of encouraging the plans for the new building to have both separate spaces instead of any notion that a multi-purpose room approach would be viable.
- A question was asked about how extracting Stepping Stones from the plans would impact costs and also impact the Benchmarking metrics? Clearly including Stepping Stones increases the square feet per student and drives some higher costs but not easy to disaggregate these costs or the impact on Benchmarks. Stepping Stones requires roughly 18k square feet and accounts for ~100 students.

For Finance Noah Hammond moved and was seconded by Nancy Kail: passed 4 – 0 – 1 (Don O’Day felt it was appropriate to abstain from voting).

Report Submitted by Seth Braunstein
Chair – RTM Finance Committee

**RTM Joint Education and Finance Committee Meeting
February 8, 2024**

On February 8, 2024, members of the RTM Education Committee met at Town Hall to discuss and vote on the following appropriation:

“To take such action as the meeting may determine, upon the request of the LLS Building Committee, to approve an appropriation of \$6,800,000 along with bond and note authorization, to the Municipal Improvement Fund Account for the design of the new Long Lots Elementary School and Stepping Stones Pre-School.”

Members Present:

Education Committee - Lauren Karpf, Kristin Schneeman, Brandi Briggs, Lou Mall, Candace Banks, Jack Klinge, David Rosenwaks, Andrew Bloom

LLS Building Committee - Jay Keenan, John Broadbin, Don O’Day, Srikanth Puttagunta, Joe Renzulli, Tim Wetmore, Susan Chipouras

Also present were Elio Longo, Lee Goldstein, Neil Phillips, members of the public, and members of the RTM (Jimmy Izzo, Wendy Batteau, Clarence Hayes, Jenny Johnson).

Background:

The Building Committee (BC) presented its appropriation, including a background of its work to date. As a reminder, the BOE voted in favor of a new school for LLS approximately two years ago, and the BC was formed soon thereafter in September 2022. The BC and its hired engineers examined the existing building in the hopes that it could be renovated, including a deep dive into its mechanical systems, plumbing, electrical system, building envelope, crawl spaces, foundation, roof, etc. The BC held over 20 public working sessions, each of which included public comment and time for Q&A’s. After it was determined that a new building made the most financial and logistical sense, the BC obtained a positive 8-24 report from Planning and Zoning, and a unanimous approval of this appropriation by the Board Of Finance.

This appropriation covers Design Documents, including schematic design, design development and construction documents. The requested funds will be allocated to Architectural and Engineering services, Construction Manager pre-construction services, Owner hired pre-construction consultants, Owner Representative services and necessary testing, filing and printing costs associated with design and approvals. This project is eligible for partial reimbursement (around 11% but we can petition for 21%) from the State Office of School Construction Grants and Review (OSCG&R).

The BC anticipates the design process to start in March 2024. The new school will take approximately 20 months to complete, and another 8-10 months to demolish the current building

and finish the site work. There are numerous factors which will determine the start of construction like hiring of consultants and the Town board and commission approval process.

Discussion:

The Education Committee asked numerous questions spanning various topics. First, we discussed the bidding process. The BC explained that the RFQ is due back by February 22nd, and has been downloaded by architects and construction managers.

The Committee requested that during the design process, the BC pay attention to learnings from CMS, parking impacts during and after construction, neighbor impacts, drainage, security, and solar panels. The BC assured the Committee that each of those items will be discussed in detail.

We talked about cost per square foot, which led to a discussion of redistricting and how it will impact the size of the school. Lee Goldstein explained that the new school will be built with 5 sections per grade, and the BOE will have a redistricting plan in place by November 2024.

The Committee discussed its appreciation for sustainability options included in the presentation. The BC specifically requested experience in sustainability in its RFQ. It also informed us that we hope to receive a 30% rebate for sustainability expenses. The estimate for a fully sustainable school increases the costs by around \$6.1M.

We discussed the comparative building costs of other schools in the region. The comps provide a solid framework, even though some do not include a preschool or sustainable components. It should be noted that the preschool (with around 50% of the students receiving special education services) requires more specialized rooms as well as administrative rooms, thus inflating the cost of students per square foot.

The Committee discussed maintaining the existing LLS over the next 2.5 years until the new school is complete. The BC recognizes that there will be costs to cover short term repairs, and the BOE is discussing steps to take to keep the building open and operational throughout the construction process.

The Education Committee pointed out that this same BC completed CMS on time and under budget even in light of a global pandemic. Multiple committee members thanked the BC for their countless hours of volunteer work, and their dedication to our Town. A member of the public commented that the Chair of the BC has met with them in their home and is always accessible by phone and willing to meet.

Finally, we discussed the fact that this is only an appropriation for a building design, and that the public will have countless opportunities for public comment through BC meetings, public charrettes, and other public meetings. Mr. Keenan also explained that The LLSBC website on

westportct.gov contains all updates and relevant documents and will continue to be updated throughout this process.

Lou Mall made a motion to approve this appropriation; Brandi Briggs seconded the motion. The motion passed 8-0.

Submitted by Lauren Karpf, Chair, RTM Education Committee