

Woodbridge Board of Education WBOE
Facilities Committee
Thursday, February 2, 2012 7:30 AM

BOE Facilities Committee January 5, 2012 7:30
AM District Office Conference Room 40
Beecher Road South

Agenda

- I. **Call to Order**
- II. **Old Business**
 - A. Playground Update
 - B. STEAP Grant Update
 - C. Facilities/Grounds Projects 2011/12
 - D. Overview of Maintenance Management Systems
 - E. Site Clearing Action Plan
 - F. Discussion – Development of Grounds Maintenance Manual
 - G. Facilities Utilization Report
- III. **New Business**
 - A. Update on Exterior Doors
- IV. **Adjourn**



LUCHS CONSULTING ENGINEERS, LLC.

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Meriden, CT 06451

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January 23, 2012

Mr. Anthony F. Genovese
Director of Finance
Town of Woodbridge
11 Meetinghouse Lane
Woodbridge, CT 06525

Project: Access Road Improvements Project, Beecher Road School
Subject: Scope and Fee for Additional Tasks

Dear Mr. Genovese:

As requested, Luchs Consulting Engineers is please to submit this scope and associated fee for additional improvements at the Beecher Road School.

As determined at our third meeting held on January 17th, the goal of the project is to improve students, parents and staff safety and traffic flow at the North School parking lot and drop-off area. Due to the current limited budget, the possible construction of an entrance canopy over the north entrance will not be further investigated.

Our firm will conduct the following survey and design tasks:

1. Meet with school officials and Building Committee members to discuss the project goals (three meetings).
2. Conduct field survey to ensure that the design is based on true and accurate mapping and to determine parking lot capacity.
3. Conduct pavement condition survey to determine scope and limits of full pavement reconstruction and milling and overlay.
4. Prepare Preliminary Design of the following elements:
 - Horizontal alignment of all curb-lines to ensure desired movements of busses and cars.
 - Optimal Drop-Off lane location and alignment.
 - Student walking paths from Drop-Off area to school entryway.
 - Limits of pavement reconstruction and associated cost.
 - Required design details.
 - Streetscape including hard and softscape elements.
 - Signing and pavement markings to help guide traffic and manage parking.
5. Meet with school officials and Building Committee members to review Preliminary Design.
6. Once approved, present project at Town Board of Selectmen meeting.

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7. Once approved, meet with parents and residents at a public information meeting to present the design and seek comments.
8. Conduct Final Design.
9. Provide the Town with a technical Contract Package which would enable the Town to seek bids from contractors. The package will include:
 - Plans
 - Technical Specifications (it is assumed that the Town will provide the “Front End” of the specifications).
 - Bid Forms
 - Construction Cost Estimates

The task of providing the Town with consultation services during construction will be paid for separately on an hourly basis, as needed.

Timeline: Assuming a start-up date of February 6th, 2012, Luchs will adhere to the following timeline:

TASK	DURATION	START	FINISH
Begin design	0 days	2/6/12	2/6/12
Conduct survey	3 days	2/6/12	2/8/12
Prepare Preliminary Design	3 wks	2/9/12	2/29/12
Present to School officials	0 days	3/7/12	3/7/12
Present to Board of Selectmen	0 days	3/14/12	3/14/12
Present design to public	0 days	3/21/12	3/21/12
Conduct Final Design	6 wks	3/22/12	5/2/12
Present to School officials	0 days	5/2/12	5/2/12
Make revisions inc. front end	2 wks	5/3/12	5/16/12
Advertise project	0 days	5/23/12	5/23/12
Award Contract	0 days	6/20/12	6/20/12
Begin construction	0 days	7/4/12	7/4/12
Construction	6 wks	7/5/12	8/15/12
Complete construction	0 days	8/15/12	8/15/12

Luchs will complete all design tasks as listed in this proposal for a Lump Sum Fee of \$19,200. Luchs will invoice separately for Direct Costs such as printing and reproduction as needed. Direct Costs will not exceed \$400 without the Town's approval.

Luchs Consulting Engineers could further provide the Town with complete inspection services as the project progresses to that stage but at this time they are not included in this proposal.

Should you have any questions or require additional information, please call me at (203) 379-0320 X219.

Sincerely,

LUCHS CONSULTING ENGINEERS, LLC



Doron Dagan, P.E.
President

Cc: Mr. Edward M. Sheehy, First Selectman, Town of Woodbridge

ACCESS ROAD IMPROVEMENT PROJECT
BEECHER ROAD SCHOOL
TOWN OF WOODBRIDGE
January 23, 2012

ID	Task Name	Duration	Start	Finish	Predecessors	January	February	March	April	May	June	July	August
1	Begin design	0 days	Mon 2/6/12	Mon 2/6/12		1/29	2/5	2/12	2/19	2/26	3/4	3/11	3/18
2	Conduct survey	3 days	Mon 2/6/12	Wed 2/8/12	1								
3	Prepare Preliminary Design	3 wks	Thu 2/9/12	Wed 2/29/12	2								
4	Present to School officials	0 days	Wed 3/7/12	Wed 3/7/12	3FS+1 wk								
5	Present to Board of Selectmen	0 days	Wed 3/14/12	Wed 3/14/12	4FS+1 wk								
6	Present design to public	0 days	Wed 3/21/12	Wed 3/21/12	5FS+1 wk								
7	Conduct Final Design	6 wks	Thu 3/22/12	Wed 5/2/12	6								
8	Present to School officials	0 days	Wed 5/2/12	Wed 5/2/12	7								
9	Make revisions inc. front end	2 wks	Thu 5/3/12	Wed 5/16/12	8								
10	Advertise project	0 days	Wed 5/23/12	Wed 5/23/12	9FS+1 wk								
11	Award Contract	0 days	Wed 6/20/12	Wed 6/20/12	10FS+4 wks								
12	Begin construction	0 days	Wed 7/4/12	Wed 7/4/12	11FS+2 wks								
13	Construction	6 wks	Thu 7/5/12	Wed 8/15/12	12								
14	Complete construction	0 days	Wed 8/15/12	Wed 8/15/12	13								

Project: Project schedule 1 23 12
Date: Mon 1/23/12

Task Split

Progress Milestone

Summary Project Summary

External Tasks External Milestone

Deadline

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